

North Yarmouth EDSC Overview and Summary of Resources

North Yarmouth operates under the “Town Meeting” form of government.

Select Board members (5) are elected to staggered 3-year terms which expire June 30th of their expiration year. The Select Board convenes an annual Town Meeting in April for voters to decide on the budget and other warrants. Annual municipal elections are held each June to elect town officials, including Select Board members, Yarmouth Water District Trustee, Directors of MSAD #51, Budget Committee and Cemetery Commission. All other town committee membership is through appointment by the Select Board.

The Select Board currently holds bi-monthly meetings, on the 1st and 3rd Tuesday of each month. They operate meetings using **Roberts Rules**. Roberts Rules adds structure to conducting business, however it is not a requirement of the Town Charter. Each meeting agenda includes time for public comment.

See <https://robertsrules.com/>

The **North Yarmouth Town Charter** (9 pages) defines the town structure of roles and responsibilities. This includes the powers and duties of the Select Board. The Select Board is charged with the administrative and executive function of the town. A Town Manager is chosen by the Select Board and has defined roles and responsibilities as detailed in the Town Charter. Additionally, the Town Charter defines the various elected boards, commissions, committees and officials. This can be accessed on the Town website via the EDSC page, then under Ordinances and Policies and then Ordinances and under then under the Administration heading

<https://www.northyarmouth.org/economic-development-and-sustainability-committee/pages/ordinances-policies>

The **Town Website** <https://www.northyarmouth.org/> is a valuable resource and contains most all the documents referenced in this summary. Each board or committee has a homepage with links to various resources. The Town Website includes calendars, agendas and minutes for each board or committee, and posts notices and upcoming events information.

The **Town Website EDSC** page

<https://www.northyarmouth.org/economic-development-and-sustainability-committee> includes the committee Charge. Various links to information relevant to ESDC are provided and notices can be posted. Page update requests are submitted by the committee chairs.

The EDSC Committee also utilizes Google Shared Documents. We are currently working on setting up the link on the EDSC website page.

North Yarmouth Committee Policy (4 pages) details duties and responsibilities and the process for committee membership and code of conduct. This can be accessed on the Town website via the EDSC page, then under Ordinances and Policies.

<https://www.northyarmouth.org/economic-development-and-sustainability-committee/pages/ordinances-policies>

North Yarmouth Communications and Social Media Policy (5 pages) adopted 7/21/15, established guidelines for the creation, use and distribution of public communications and social media. This can be accessed on the Town website via the EDSC page, then under Ordinances and Policies, then Town Policies.

<https://www.northyarmouth.org/economic-development-and-sustainability-committee/pages/ordinances-policies>

EDSC Committee Bylaws are currently under development. It is expected these would be posted via a link on the EDSC homepage

The **Land Use Ordinance** is the governing legal document (287 pages currently) which dictates the rules for all new building in North Yarmouth. It is complex and technical and used by the Planning Board in review and approval of applications for building and development. Section 10.4 on pages 130 – 218 include specific Building Standards. This can also be accessed Town Website through a link on the EDSC web page on the Ordinance dropdown, then Town Ordinances, then Land Use and Regulations and Planning section.

<https://www.northyarmouth.org/economic-development-and-sustainability-committee>

North Yarmouth Zoning Map Self-explanatory. This can be accessed on the Town Website through a link on the EDSC web page on the Maps dropdown at

<https://www.northyarmouth.org/economic-development-and-sustainability-committee>

The **2018 Comprehensive Plan** is a vision statement for the future of North Yarmouth which can be found on page 5. The conceptual document (77 pages) includes historical facts and demographics with analysis of economic development. Other topics include housing, transportation, natural resources, public services, fiscal data and land use. This can be accessed on the Town Website through a link on the EDSC web page

The **2019 Vibrant North Yarmouth by Design – A Master Plan to Guide Development** was prepared by Maine Design Workshop in collaboration with the EDSC. It is a guiding document to be used by boards and committees to shape future zoning and land use policy decisions, support review of municipal and private development projects and support investment into public buildings, spaces and streets. It presents an illustrative long-term vision for the town applying the design principles and strategies to both public and private land. The document (46 pages) includes a sketch of condensed tall buildings in the village “triangle” which was included in the June 2021 Annual Town Meeting materials and a framework for the Land Use Ordinance. This can be accessed on the Town Website through a link on the EDSC web page

The **2017 Economic Development Strategy** report (34 pages), (also referred to as the **Camoin report**) was prepared in March 2017 by the consulting firm Camion Associates. The report includes 2016 demographics and economic characteristics of North Yarmouth. It is mostly data and statistics with lots of tables and graphs. It can be accessed on the Town Website through a link on the EDSC web page – Community Profile dropdown at <https://www.northyarmouth.org/economic-development-and-sustainability-committee/pages/community-profile>.

TIF - 2019 Village Omnibus Municipal Development and Tax Incremental Financing Development Program April 6, 2019. Approved TIF program (10 pages) outlining 14 various categories of spending. This can be accessed on the Town Website through a link on the EDSC web page Tax Increment Financing (TIF) dropdown at <https://www.northyarmouth.org/economic-development-and-sustainability-committee/pages/tax-increment-financing-tif>

TIF District Map – Self-explanatory - this can be access on the Town Website via a link on the EDSC webpage Maps dropdown - https://www.northyarmouth.org/sites/g/files/vyhlf1006/f/uploads/tif_map_with_lots_note_d.pdf

TIF Frequently Asked Questions 2019. (2 page summary) Self-explanatory – This can be access on the Town Website ESDS page Maps dropdown at <https://www.northyarmouth.org/economic-development-and-sustainability-committee/pages/tax-increment-financing-tif>

Tax Incremental Financing – Presentation March 5, 2019 by Shana Cook Mueller from Bernstein Shur. Slide show (5 pages) of How TIF’s work – This can be accessed on the Town Website through a link on the EDSC webpage TIF dropdown at <https://www.northyarmouth.org/economic-development-and-sustainability-committee/pages/tax-increment-financing-tif>

TIF Presentation October 19, 2021 (13 page slide show) - Presented by Select Board Chair Bran Sites, summarizes previous presentations and poses questions to move forward. This can be accessed on the Town Website through a link on the EDSC webpage TIF dropdown at <https://www.northyarmouth.org/economic-development-and-sustainability-committee/pages/tax-increment-financing-tif>

