

**Town of North Yarmouth
Select Board Meeting Agenda
Tuesday, March 5, 2019
7:00PM - Town Office Meeting Room**

I. Call to Order

- Pledge of Allegiance

II. Public Hearing - Proposed Village Center Tax Increment Financing (TIF) District

III. Minutes of Previous Meeting(s)

- February 19, 2019

IV. Public Comment - Non-Agenda Items

Comments regarding issues, concerns, commendations or matters of general public information are welcome. Individuals shall have three (3) minutes to speak and be asked to state their name & legal residence. The public is encouraged when commenting or expressing points of view about an individual(s) that they do so in a respectful and constructive manner. Topics relating to personnel or personnel matters cannot be acknowledged.

V. Management Reports & Communications

- Town Manager's Report

VI. Old Business

- Wescustogo Hall & Community Center Project
 - Change Order
 - Contingency Update
 - Matrix Update

VII. New Business

- Relocation of Old Town House/Historical Society
- Gift of Property to the Town
- Donations - Acceptance

VIII. Accounts Payable

- Review & Approval

IX. Any Other Business

(Board communications of written, electronic, or verbal information to include but not limited to pending or future agenda meeting topics.)

X. Adjournment

REMINDERS TO THE ATTENDING PUBLIC: Please mute all digital devices; Select Board meetings are open to the public, but the public may not speak unless recognized by the Chairperson first.

**Town of North Yarmouth
Guideline for Conducting
PUBLIC HEARINGS**

1. **Open the Hearing** - A motion must be made, seconded, and voted on to open the Public Hearing.

2. **Presentation/Explanation** - A brief presentation/summary by the Chair or Town Manager is expected.

3. **Public Participation** - The Select Board can recognize questions/statements from the public in attendance.

4. **Board Inquiries/Discussions** - After public participation, the Board can discuss the subject matter, if necessary.

5. **Close the Hearing** - When it is clear that discussion of the subject has ended a motion to close the Public Hearing (seconded and voted) should take place.

6. **Further Motion(s)** - The Board, if they choose may elect to take action on the matter immediately or may do so at another point in the meeting.

7. ****Amendments to the Hearing Subject** - The Board may also make amendments on the subject matter in accordance with any discussions/decisions that took place during the hearing.

*****This will not apply to the Wescustogo hearing as it is a referendum vote and the election process does not provide for the application of any amendments.***

**Town of North Yarmouth
Select Board
Meeting Minutes of February 19, 2019**

Call to Order

Members Present: Jennifer Speirs, William Whitten, Anne Graham, Stephen Morrison, and James Moulton. Town Manager Rosemary Roy was also present.

Minutes of Previous Meeting(s)

Selectperson Whitten moved to approve the minutes of February 5, 2019. Selectperson Moulton seconded the motion. Discussion: There are a few typographical errors that were noted. In Old Business the motions need to be reviewed as to who moved and seconded. **Vote 5 Yes – 0 No**

Public Comment - Non-Agenda Items

None.

Management Reports & Communications:

Town Manager's Report Highlights:

- The tentative budget meeting scheduled for March 6th has been moved to March 7th.
- Renovations will begin with the installation of heat pumps on Monday, February 18, 2019, the remaining work is scheduled to take place starting the week of March 11th with the temporary packing up and moving of office items to demolition, construction, and carpet and modular pieces installed from March 14th through and to completion on March 18th.
- The TIF district paperwork is complete. Included with this report is a draft of the document to be referenced and presented at the public hearing on March 5th.

Old Business

Wescustogo Hall & Community Center Project: The Select Board received an updated matrix and expense tracking for review.

Fundraising Policy: The Select Board received a revised fundraising policy that expanded on naming rights. Naming is considered a Donation with Conditions that must be approved by the public at a town meeting. There is concern over the provision that donations are allowed for 5 years, the fundraising monies have to be used towards construction costs. Monies collected after the project completion date need to be held and used for only future projects at the Wescustogo Hall & Community Center. Donations for naming rights must be received in full prior to the completion of the project.

Selectperson Moulton moved to approve the Charitable Fundraising Policy as amended. Donations for naming rights are to be realized in full prior at or before the completion of the project. Selectperson Graham seconded the motion. Discussion: Under individual and family naming, remove the word "prominent." Selectperson Whitten feels that the Board is making it too difficult for the Friends of Wescustogo to raise money. Chairperson Speirs feels that the fundraising policy as written with the naming rights is an appropriate policy, the long-term donations should be changed to 3 years, and there are no long-term donations allowed for naming rights. **Vote 3 Yes – 2 No (Vice Chair Morrison & Selectperson Whitten)**

Town Manager Roy revised the Friends of Wescustogo charitable fundraising policy addendum. Selectperson Graham moved to approve the Friends of Wescustogo addendum to the Charitable Fundraising Policy as written. Selectperson Moulton seconded the motion. Discussion: None. **Vote 3 Yes – 2 No (Vice Chair Morrison & Selectperson Whitten)**

Selectperson Graham moved to approve the Friends of Wescustogo Charge as written. Selectperson Moulton seconded the motion. Discussion: None. **Vote 3 Yes – 2 No (Vice Chair Morrison & Selectperson Whitten)**

Proposed School Bus Department Relocation Project: The Select Board received a revised design for the North Yarmouth PWD facility incorporating the MSAD 51 Bus Department. The new design reflects changes discussed at a meeting with the engineers, MSAD 51, and the Town; as well as a draft schedule and estimated financing. Changes include North Yarmouth building a fuel island and Cumberland building the wash bay. The Town of North Yarmouth will build and own the bus station, and the Town of Cumberland will lease it off of North Yarmouth. Pending items are an official confirmation from the MSAD 51 School Directors and a final decision on the Wash Bay.

Assessing Services Request for Proposals: The Select Board reviewed a draft Request for Proposal for Assessing Services. Proposals will be accepted until 5PM on March 28, 2019. The goal is to have a firm or individual contracted to start by no later than July 1, 2019. Vice Chairperson Morrison moved to approve the RFP, with an amendment that the contract is extended to three (3) years. Chairperson Speirs seconded the motion. Discussion: Chairperson Speirs and Vice Chairperson Morrison will be involved in the interview process. **Vote 5 Yes – 0 No**

Spirit of America Award: The Select Board received the Spirit of America Tribute voting sheets to fill out and return to Town Manager Roy.

New Business

None.

Accounts Payable – Review & Approval

Chairperson Speirs moved to approve accounts payable warrants 31 & 32 in the amount of \$748,344.68. Vice Chairperson Morrison seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

Any Other Business

Selectperson Whitten would like to incorporate more workshops into the Select Boards schedules, for some of the larger agenda topics, going forward. Ideas for workshops would be to review a business plan put in place for the new community center; discuss the need for all of the towns current committees; Review the job description of the new community center employee and the possibility of a board of directors for the community center.

Adjournment

Chairperson Speirs moved to adjourn.

Ashley P. Roan
Recording Secretary

Select Board

Jennifer Speirs, Chair

Stephen Morrison, Vice Chair

Anne Graham

William Whitten

James Moulton

The information contained in this report is intended to inform the Select Board, staff, and residents, some of the current activities taking place within the manager's office or the Town in general. All topics are open for discussion.

Donations from Widgets - Widgets or donations accepted from purchasing a brick, piece of wood, or another type of paraphernalia with the option of the name on it in general below the 10% private business use cap and are private individuals making the donations. Widgets are usually promoted at a specified purchase price that would not be close to the 10% even if a business did purchase a widget. However, the Select Board periodically will need to accept funds collected from widgets at a business meeting.

School Bus Department Update - I have spoken with representatives from the school regarding the latest proposal, and we will need to scale down their portion of the project. We will probably do this by eliminating one of the school service bays.

Public Works Department - Employee David Whittier will be departing this week from North Yarmouth Public Works department. He has to be recruited to a position that is closer to home and in a new field of work. David has been with North Yarmouth for about 4 ½ years, and we are all sorry to see him go and wish him the very best. Going forward we have hired Ron O'Brien who is from the town of New Gloucester and also an employee of NY's Fire Rescue Department. Welcome, Ron!

Annual Town Meeting Venue - The Town Meeting is going to be held in the Greely Arts Center on April 6th beginning at 9am.

Town Office Renovations - The Town Office will be closed for renovations beginning March 14th through March 25th. All upgrades are expected to be completed by March 29th.

Donations - Acceptance - I did not have sufficient time this week to prepare documentation for this Agenda item. The item can be tabled.

Action Item: April 3rd Select Board Meeting - Does the Select Board wish to cancel the first meeting in April in lieu of Town Meeting?

Respectfully submitted,

Rosemary

Rosemary E. Roy, Town Manager

BARRETT MADE

HOMES · SPACES · DETAILS

48 UNION WHARF | PORTLAND, MAINE | INFO@BARRETTMADE.COM | 207.210.4421

PROPOSED CHANGE ORDER

Project Name	Wescustogo
Project Number	1802
PCO Description	Automatic Opener at Door 120

Date	2/28/2019
Status	Pending
PCO Number	17

Subcontractor	Cost Code	Cost Type	Description	Amount
Loranger	17-119.05	S	Furnish and install opener at door 120	\$5,965.00
Glass & Mirror	08-400.03	S	credit for hardware at door 120	-\$400.00
BMADE	01-220.02	L	Supervision	\$255.00

Sub Insurance	\$5.57
Change Order Markup	\$582.56
Total	\$6,408.12

Client Signature _____ Date _____

Barrett Made Signature _____ Date _____

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PROPOSED CHANGE ORDER

Project Name	Wescustogo
Project Number	1802
PCO Description	Changes to Storage Room 111

Date	2/28/2019
Status	Pending
PCO Number	18

Subcontractor	Cost Code	Cost Type	Description	Amount
Pinnacle	08-500.01	M	Furnish (2) 4'x4' "G" type windows	\$2,245.00
Hancock	08-500.01	M	Window installation materials	\$100.00
BMADE	08-500.02	L	Prep and install (2) "G" type windows	\$305.00
Hancock	07-300.01	M	1x8 PT stapping	\$39.88
BMADE	07-300.02	L	Install added PT stapping	\$120.00
Hancock	07-300.01	M	Added exterior window trim	\$202.66
Gleason	07-300.03	S	Install added exterior window trim	\$180.00
Hancock	06-100.01	M	Framing material for new window openings	\$134.70
BMADE	06-100.02	L	Rework wall and frame new window openings	\$480.00
Pond Cove	06-200.03	S	Furnish and install interior window trim	
Pine State	15-200.03	S	Furnish and install heat pumps in storage 111	
BH Milliken	16-100.03	S	Furnish and install added outlets in storage 111	
BMADE	01-220.02	L	Supervision	
			Sub Insurance	\$0.18
			Change Order Markup	\$380.74
			Total	\$4,188.16

Client Signature

Date

Barrett Made Signature

Date

WESCUSTOGO HALL & COMMUNITY CENTER FACILITY				
Task	Who	Start Date	End Date	Notes
Authorization to Proceed	TM	6/19/18	6/20/18	Letter of authorization for Barrett Made to proceed with the project directed by Select Board. COMPLETE
Local Subcontractor Listing	TM	6/28/18	7/6/18	TM and OR compiling list, to be sent to BM by 7/6. COMPLETE
BM Contract - Commence Construction Pricing	TM/BM	7/7/2018 ONGOING		To be presented to Select Board at 7/7 meeting. Details still being ironed out by BM and NY Attorneys Signed 8/16/18. COMPLETE
Bond Anticipated Note (BAN)/Bond Financing	TM	7/3/18		Financial representative and bond council will be at the 7/3 Select Board meeting. TM has started the bond application process. Interview with S&P was held on 9/25/18; waiting on rating- looks to be favorable. Funding expected end of October. Funds received 10/31/18. COMPLETE.
Master Construction Calendar	BM	7/11/18		Will be available to TM, office staff, Select Board and the public
Bid Solicitation from Subcontractors/Vendors	BM	7/18/18	8/3/18	Bids will be presented by trade and line item. Bids to be presented to SB at 8/28 meeting. Approved by SB 8/28. Electrical subcontractor to be presented at 10/16 SB MTG. COMPLETE
Planning Board Process	BM/CEO	7/10/18	8/7/18	Planning Board Meeting of July 10th. BM information was submitted to CEO 6/20. Next PB Mtg 8/13. PB Approved Plans with a Parking Requirement Waiver at the 8/13 Meeting. COMPLETE
Site Management Plan	BM	7/17/18	8/13/18	Fence location has been finalized. Fence was installed first week in august, Site sign and BM trailer to arrive mid-August. COMPLETED
MMA - Construction Insurance (builder's risk)	TM	Nov-19		Certificates on file, cost \$ 854. for 7/1/18 - 7/1/19.
Close NYMS	TM	7/20/18		Notifications will be sent out 6/29/18. COMPLETED
NYMS - Playground Removal	TM	7/20/18		PWD to remove and store playground. COMPLETED
BM Subcontractor Walkthrough	BM	7/26/18		BM will be onsite with potential subcontractors. COMPLETED
MMA - Remaining Insurance Proceeds	TM	9/17/18		Will not be received until project is complete.
Generator/Grant Funds	Fire Chief	Jul-18		Chief Payson to research grant funds. Application process 7/9-7/25. BM gathering info to fill out paperwork. Submitted 7/25/18. The town received \$20,000 in grant money, to be used for "phase I" of generator installation. Grant Approved
Lead and Asbestos Testing	TM	Jul-18		Ashley is coordinating lead testing of the gym roof and asbestos testing inside the building to be done by the end of July. Testing done 7/24. Report and pricing due 7/27. Pricing came in, will be covered under contract.
NYMS - Murals (high resolution pictures)	TM	7/9/18	8/24/18	Ashley to take pictures. Possibility of having canvas prints made for renovated gymnasium 8/22/18. COMPLETE
Clean Out Building / Storage	TM	7/20/18	8/24/18	Storage containers delivered on 7/19. Most of building contents have been moved to storage trailers as of 7/25, Ashley is researching more storage options. 53 FT Container was purchased, Building is empty. COMPLETE

WESCUSTOGO HALL & COMMUNITY CENTER FACILITY				
Task	Who	Start Date	End Date	Notes
NYMS - Heating/Utilities/Alarms (shutdown)	TM/BM	7/23/18	8/24/18	Oil/boiler, water/sprinklers, propane. Alarm to be disabled 8/24. All utilities are disabled. COMPLETE
Biweekly Meetings with the Select Board	TM/BM	Beginning 8/7/18		OR (Ryan) will have construction reports at each Select Board meeting
Construction Site Signage	BM	Mid- August		BM working on signage and will have for approval by 7/25. Signage Finalized, will be installed along with fencing mid August. COMPLETE
Interior Selective Demolition and Abatement to begin	BM	9/3/18		Interior demolition beginning 9/10/18. 10/9/18 -Interior abatement and demo is complete, exterior demolition starting. Both wings of old building have been removed. Gymnasium interior demo nearing completion
Site Coordination Meeting	BM	9/7/18		Meeting held 9/7 with Dugas, OR, PW Director and BM. COMPLETE
Groundbreaking Ceremony		9/13/18		Ceremony to be held at 10AM - invites going out 8/23/18. COMPLETE
Demo Begins	BM	Sep-18		All possible materials will be transported to the appropriate facilities to be recycled. Demolition beginning week of 10/8/18
Sitework Begins	BM	Nov-18		Ongoing, footings and foundation almost complete
Building Weather Tight	BM	Ongoing		Existing portion of building is now weather tight in order for subcontractors to begin their work, Concrete is being poured and framing will begin after the holidays.
Interior Layouts and Finishes	BM/NY	Ongoing		Electrical layouts of kitchen & Plumbing layouts of gym bathrooms and custodial closet have been selected.
Solar Panels	BM			Ashley coordinating meeting with Revision solar to discuss solar design and financing options week of 10/8/18. Proposals were requested from Sundog Solar, Assured and Revision, Due on 11/7/18. Options to be presented to SB 12/18/18. All solar quotes were rejected at 1/15/19 SB meeting, project is pending new legislature.
Bi-Weekly Construction Progress Photos	AA	Ongoing		Construction progress photos will be taken and posted to the Towns Website, Facebook and Instagram. ONGOING
Heating fuel will be delivered weekly for temp heat	TM/OR	Ongoing		Starting January 1st weekly fuel deliveries will be made to fill the temp heater on site. Cost to be covered by Town of North Yarmouth.
Gymnasium Finishes	AA	Ongoing		Meeting to be coordinated with NY, Peter Bingham and BM to discuss options for gymnasium basketball hoops and line layouts.
Selection of Fixtures	OR	TBD		
Potential Change Orders				
1. Install a fire hydrant on the property BM quoting wall mounted unit. BM presented wall mounted unit to TM and Fire Chief. Chief is getting quotes on a stand alone fire hydrant, possibility of a separate project down the road. Chief has concerns regarding the sprinkler system not having enough flow when the wall mounted fire hydrant is in use. 10/3/18 wall mounted unit will stay, at this time the stand alone unit will not be added to the project. Included in Change Order #1				
2. BM presented a revision to the current building plans, The existing exterior wall of the "community room" is a frost wall, which will be more cost effective to keep in place and add square footage to the building. BM will present a change order for final approval at 11/6/18 SB MTG. Change Order #1 in the amount of \$48,404.17 was approved at 11/20 Select Board Meeting.				
3. There is a slight change in the heating units being installed in the community room; wall cassettes to be installed in lieu of ceiling cassettes. This will have little impact to the design and minimal cost implications. This change is being reviewed and re-designed by Ripcord. Included in Change Order #1				

4. The underlying roof shingles have tested positive for asbestos. The roofing will be removed and all associated costs will be tracked on a time and material basis with a not to exceed \$15,000 budget. Change Order # 2 approved at 12/18/18 Select Board meeting.
5. There is rot at the north side of gymnasium, the sheathing and framing needs to be removed and replaced. BM is looking into the best course of action and will provide a quote. PCO #3 \$4,674.22. Approved 12/4/18.
6. During removal of the existing slabs, Dugas discovered additional frost walls supporting slabs that were not included in the original scope of work. Removal of the extra material will be performed, tracked and a change order will be issued. Change Order # 2 approved at 12/18/18 Select Board meeting.
7. The gable wall in the rear of the building was not originally constructed per code. It will need to be re-framed. Included in Change Order #1
8. Barrett Made proposed adding additional perimeter drains. Discussed with OR Ryan Keith and team. PCO #4- Rejected 11/15/18
9. When the wall material was removed from the gymnasium walls it was discovered that the underlying drywall was in disrepair. To remove and replace damaged drywall - PCO #5 \$12,595.39 . To be completed and paid under Barrett Made contingency. PCO #5 now includes upgraded wall board. Approved 2/5/18
10. Pre-existing waterlines were removed during demolition, it was believed they were in a different location than they actually were. Add roughly 250ft of domestic water line back in - PCO #6 \$8,619.41. To be completed and paid under Barrett Made contingency
11. The stage floor had a layer of cardboard subfloor underneath, when the roof leaked the flooring was damaged and needed to be removed. PCO #7 \$5,520.90. To be completed and paid under Barrett Made contingency
12. Security System (cameras and monitoring) were not built into additional price. Working with SMI networks to add them in, they have offered a package discount. CO forthcoming. See PCO 8. Approved 2/5/18
13. BM proposed a new plan for the community room, deleting the sliding partition wall and installing a fixed wall to provide more space for both the stage and community room. Plans were approved at the 1/23/19 construction meeting. PCO #12 forthcoming.
14. There are plumbing & HVAC changes that go along with the updates made to the custodial closet and kitchen, as well as a change in the heat pump in the commnity room. PCO #11 forthcoming.
15. Central Maine Power is requiring a pull box to be installed at the telephone pole on site. Waiting to find out if Fairpoint will require one as well. Fairpoint does not require a pull box. PC #10 forthcoming.
16. Barrett Made is finishing up pricing the Generator change order, the change order will be submitted for the grant funds that were secured by Chief Payson.
17. The entrance doors as designed do not have handicapped mechanisms. There will be two options forthcoming.
Considerations
1. There is a concrete pad behind the building - it may be possible to cut the pad into pavers, move them and create a patio rather than demolishing and throwing away the material. 7/18 it was determined that the pad is not able to be cut and moved, the SB voted in favor of demolishing the pad as originally planned.
2. Replace electrical panel - current panel is unable to be used due to age. BM had anticipated this and included it in the contract. Not CO work.
3. Water Line. RR looking into cost of putting in smaller line. BM and CEO recommended keeping existing for fire supression system/future expansion. It was decided to keep the exitsting water line.
4. We have received the bill from CMP for the new transformer, pole and power to the building, the cost is \$26,747.02 to come out of North Yarmouth's contingency.
WESCUSTOGO HALL & COMMUNITY CENTER FACILITY
Construction Team
Barrett Made Project Manager: Bruce Hourigan
North Yarmouth - Owner Representative: Ryan Keith
North Yarmouth - Town Manager: Rosemary Roy
North Yarmouth - Administrative Assistant: Ashley Roan
Barrett Made Director of Design Services: Matthew Ahlberg
Barrett Made - Owner: Rob Barrett
Barrett Made - Design Services: Dylan Baker

Date: March 5, 2019

To: Select Board

Fr: Rosemary E. Roy, Town Manager ^{RR}

Cc: Katie Murphy, President, North Yarmouth Historical Society (NYHS)

RE: MEETING HOUSE (OLD TOWN HALL) RELOCATION

I met with the NYHS last month to discuss further the mechanics of relocating the old Town Hall from its current location to the former Wescustogo Hall site on the Village Green. It takes into consideration to pieces of property owned by two different parties. They are as follows:

- Deeded 10/6/76 from the Town to NYHS for \$1.00; .25 acres located at 470 Memorial Highway. Exempt property with an assessed land value of \$67,500.
- Town Owned Property is known as the Village Green; 2.0 acres located at 475 Walnut Hill Road. Exempt property with an assessed land value of \$103,500.

Note: Assessed values do not necessarily represent saleable values.

Other notable items:

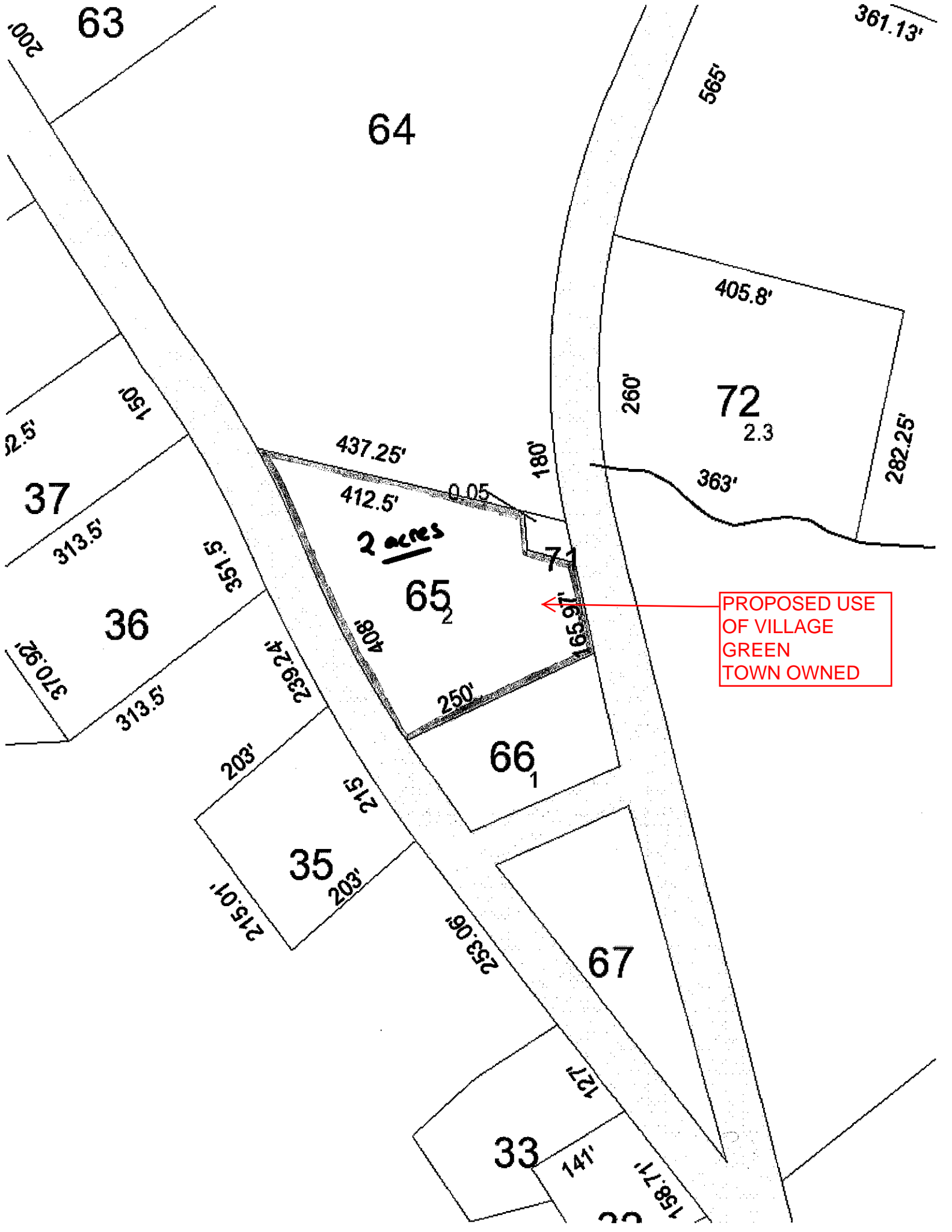
- Included with this memo are maps of both properties as well as a very preliminary sketch of the Town Hall relocation to the Walnut Hill property. It appears that approximately an acre of the property would be needed. This is still being determined.
- The Board will also need to consider the 65% "green space" requirement of the 1997 Wescustogo Hall agreement.
- Although it has been known that the Town has an easement/right of way through the NYHS property to access the Old Town House Park, I have yet to find a documented record of this agreement.

Options for consideration:

1. Exchange a portion of the Village Green for the entire parcel of the Memorial Hwy. property and deed as required.
2. Grant the relocation of the old Town Hall to the Village Green property with a lifetime lease of the land for \$1.00 a dollar amount is recommended when leasing. And in exchange for the lifetime lease the ownership of the property on Memorial Hwy. would be deeded to the Town.

Note: Lifetime leasing can specify provisions should the NYHS dissolve or if other matters need to be addressed.

Surveys, deeds, leasing documentation (if elected), and Town Meeting acceptance are elements the Select Board should consider when making a decision. I recommend that Town Meeting acceptance be the first action prior to any funds being used by both parties for the other necessary items.



PROPOSED USE
OF VILLAGE
GREEN
TOWN OWNED

2 acres

65₂

66₁

67

72_{2.3}

63

64

37

36

35

33

200'

361.13'

565'

2.5'

150'

437.25'

412.5'

0.05

180'

405.8'

260'

72_{2.3}

363'

282.25'

313.5'

351.5'

370.92'

313.5'

239.24'

408'

250'

71'

165.91'

203'

215'

215.01'

253.06'

127'

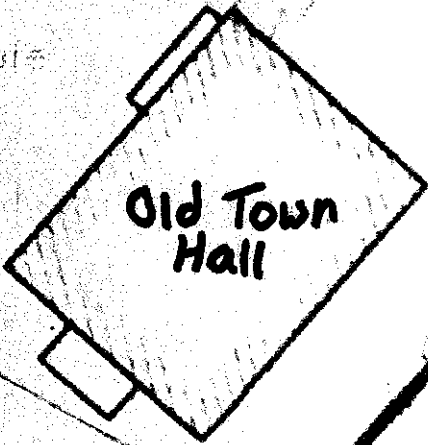
141'

158.71'

CURRENT OLD TOWN
HALL LOCATION .25
ACRES - HISTORICAL
SOCIETY OWNED

410 Memorial
Highway
→

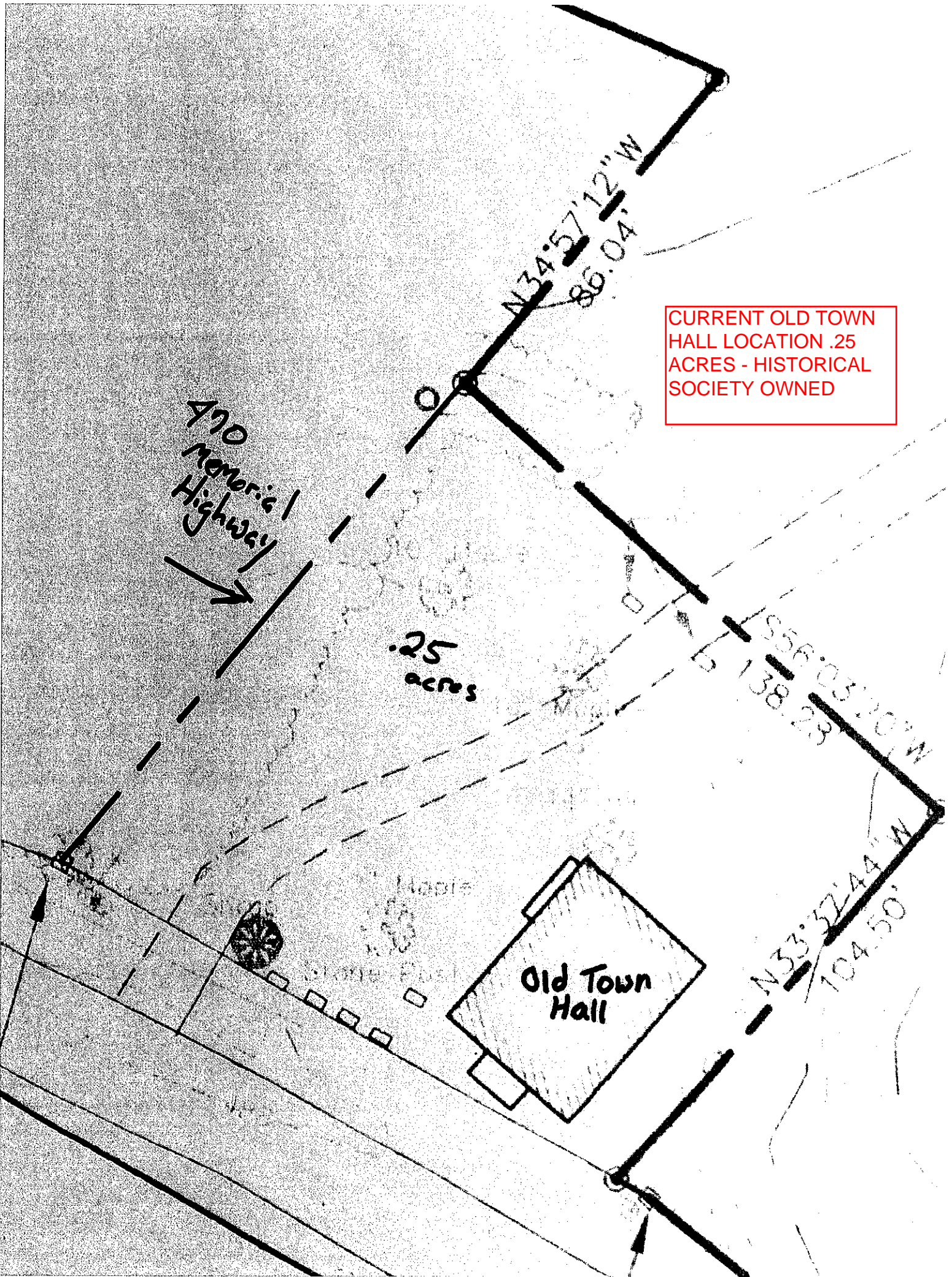
.25
acres



N34°57'12" W
86.04'

S56°03'20" W
138.23'

N33°32'44" W
104.50'



Date: March 5, 2019

To: Select Board
Fr: Rosemary E. Roy, Town Manager ^{RR}
Cc: Scott Kerr, Realtor/Representative

RE: GIFT OF PROPERTY TO THE TOWN

The Smith Family through their representative and realtor Scott Kerr would like to gift to the Town through a Quitclaim deed 5.91 acres west of the CMP power line near Knights Pond to the Town of North Yarmouth. A map is included with this memo.

The 5.91 acres abuts Map 7 Lot 52 that the Town already owns and has some rights of access to the Town property. The Smith property also abuts land acquired the Royal River Conservation Trust (RRCT).

In addition, the Smith family have entered an agreement with Walnut Hill Investments, LLC developers to buy their remaining land (60 acres) and have proposed to grant to the Town an easement or right of way to pass across Phase 2 of this development providing for a future more favorable travel routes.

It was stated that the Smith family will write a gift letter and do not expect to claim a tax deduction for the gift. If accepted by the Townspeople at a Town Meeting the Smiths ask that acknowledgment of the gift be provided through an announcement, a sign on the lot, and labeling on maps of the land around Knights Pond Preserve. In addition, they request that the Town pay all closing costs for both parties.

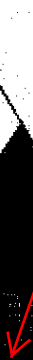
Note: The process by which the giver elects not to claim a tax deduction is far less cumbersome to both the giver and the Town and legally acceptable.

I have not received any projections on the closing costs, but if accepted by the Select Board to move forward I would recommend that closing and legal managing costs the Town incurs be funded through the Future Lands Fund Reserve. I further recommend, if accepted, that a motion to receive the gift be added to the Town warrant for the upcoming Annual Town Meeting or a future Town Meeting.

TOWN OWNED
45 acres



PROPERTY GIFT



5.91 Acres Offered Land

KNIGHT'S POND

