



MIDCOAST REGIONAL REDEVELOPMENT AUTHORITY

Meeting Minutes
December 16, 2008

Present: Arthur F. Mayo, III (Chair), Gary Brown, Heather Collins, John Richardson, Charles Spies III, and Dana W. Totman

Absent: Shepard Lee and John Moncure

Staff: Steven Levesque, Jeffrey Jordan, Victoria Boundy, Clare Tosto, and Kathy Paradis

Location: Topsham Town Hall Meeting Room, 100 Main Street, Topsham, ME

Time: 9:02 a.m.

Welcome and Introductions: Chair Art Mayo welcomed the attendees and invited them to introduce themselves.

Host Community Comment: The Town of Topsham's Community Development Director, John Shattuck, welcomed the MRRA Board and staff. He thanked the MRRA for its work and said that Topsham is committed to working with MRRA. He advised the Board that Topsham is working on a regional business park, noting it has located two new potential sites. He indicated that the Town is looking into getting the regional business park in the economic stimulus package.

Minutes from Previous Meeting: A motion was made by Heather Collins to approve the minutes of the November 18, 2008 Board meeting, which was seconded by Gary Brown. The vote was unanimous of the Board members present.

Executive Director's Report: Executive Director Steve Levesque reported that Board member John Moncure is recovering from surgery and, hopefully, will be able to attend January's Board meeting.

OEA Budget Update. Steve said that the Office of Economic Adjustment (OEA) had approved the budget and that the Finance Committee will be requesting the Board to approve it later in the meeting. Steve indicated that OEA had requested a few minor

modifications, which the Finance Committee approved. Steve thanked Deputy Director Jeffrey Jordan for all his work in preparing the budget.

Consulting Studies. Steve indicated that all of our consultants are actively working on the tasks at hand. He invited the Board to attend the Consultant Symposium being held on January 15 for consultants, MRRA staff, and Board members who wish to attend. MRRA has a number of studies underway that are critically linked and surround issues such as public infrastructure planning, investment, and construction. The purpose of the Symposium is to share information, including the respective scopes of work of the various studies, and how information will be shared among the consultants. The Symposium will be held at the Kennebec Tavern in Bath.

Base Closure and Reuse Timeline. Steve gave an overview of the base closure and reuse timeline. He stated that by law, personnel have to be off the base by September 2011; however, the Navy believes that the personnel will be moved by May 2011. In early spring 2010 (because Squadrons are gone) Steve said MRRA will be in a position to lease the airport facility. He also said that we have asked the Navy to compress (move up) the National Environmental Policy Act (NEPA) process to spring 2010. He said that if the NEPA process is not completed, MRRA can accept the public benefit conveyance (PBC) from the U.S. Federal Aviation Administration (FAA) and get a lease in furtherance of conveyance regarding the airport but hopes that the NEPA process will be completed. Once the Environmental Impact Statement (EIS) for NASB and the Environmental Assessment (EA) for the Topsham Annex are completed, the Navy can discuss property transfers via public benefit conveyances and economic development conveyances. Steve also indicated that the housing strategy has been moved up to June 2009.

Board of Trustees. Steve informed the Board that the Governor is still planning to make three appointments to the MRRA Board this month and confirmations next month. Interested persons should contact Lance Boucher in the Governor's Office.

Base Housing. Steve indicated that housing strategy activities had been stepped up following Balfour Beatty's recent announcement that it wanted to (1) test the market by offering its leasehold interest for sale, and (2) rent the units once they are vacated and it has a legal right to rent to the general public. Because of this announcement, the Housing Committee Chair, Dana Totman, held a meeting of the Committee and interested persons on December 5. Steve said that Dana will update the Board on these issues later in the meeting.

Community Open House. Steve proposed to the Board that the MRRA hold a community open house on the evening of January 22 to brief the public on various activities associated with the closure of the base and the redevelopment process over the next few years. Steve said that MRRA would partner with the Military Community Council in conducting this event. After some discussion, the Board asked Steve if it would be beneficial to redirect the focus of the open house to economic impacts and economic development (job creation, etc.) in the region.

Committee Reports:

Executive Committee:

The Executive Committee met on December 2, 2008.

Committee Chair Art Mayo said that the Committee discussed the need for funding to market the base property since OEA does not fund business attraction efforts. He said that the Governor's office may be adding a line item to the State budget but it would not be funded at this time. He said the Committee also discussed the requested \$11M for infrastructure costs associated with the base that would be proposed as part of a larger State bond, the Balfour Beatty announcement previously discussed, and the need for appointments of Board members previously discussed.

Housing Committee.

The Housing Committee met on December 5, 2008.

Committee Chair Dana Totman said he called a special meeting of the Housing Committee as a result of a conference call on December 1 in which Balfour Beatty informed representatives of the MRR and the Towns of Brunswick and Topsham of their plans to market the leasehold improvements. The following are some of the discussions that occurred at the meeting:

1. Executive Director Steve Levesque gave an overview of the NASB military family housing structure.
2. Steve Levesque discussed the role of the MRRA housing consultant, Peter Roche, and introduced him to the Committee. Mr. Roche discussed the assets (e.g., the leaseholds and improvements) and discussed the options of Balfour Beatty and the Navy.
3. The Committee heard that the Balfour Beatty announcement consisted of two things: (1) to test the marketplace, and (2) to offer available units for rent to the general public after its waiting list is exhausted (eligibility to rent follows this order: Navy personnel, reservists, retired personnel, DOD employees and the general public).
4. The Committee talked about the 1,600 units in the region off base rented/owned by military families, plus an additional 700+ on base, and how this additional housing coming onto the market will impact the communities.
5. The Committee discussed the tax free status of the on-base housing units, as well as the municipal services agreements with Brunswick and Topsham.
6. The Committee discussed the next steps (reviewing the ground lease, compressing the time in which to develop a housing strategy, talking with the Navy, discussing the taxation issue with MRRA's legal team, disposition issues, etc.)
7. HUD homeless agreement update – received verbal approval from HUD.

Finance Committee.

The Committee met on December 10, 2009.

Committee Chair Charlie Spies said the Committee reviewed the financial statements ending November 30. He said that the 2009 proposed budget had been submitted to OEA and approved with just a few minor changes. Dana advised that the Finance Committee

recommends that the Board approve the FY2009 budget. Charlie also thanked Deputy Director Jeffrey Jordan for all his hard work in preparing the budget.

Action Item: Charlie Spies made the motion that the MRRA Board approve the FY2009 budget, as approved by the Office of Economic Adjustment on December 11, 2008, and as recommended by the Finance Committee, which Dana Totman seconded. The vote was unanimous of the Board members present.

Executive Director Steve Levesque reminded the Board that while OEA funds 90% of MRRA's budget, the MRRA could not do without the State of Maine, CDBG program, providing the 10% match. He thanked Board member and Commissioner of Maine's Department of Economic and Community Development, John Richardson, for his assistance.

Other Business:

- Board member John Richardson suggested that the January 22 open house focus on economic development and what the Midcoast Economic Development District (MCCED) is doing and what others organizations in the region are doing by way of presentations. Dana Totman echoed that sentiment.
- The next Board meeting will be held on January 20, 2009 at 9:00 a.m. at Bath Savings Community Room.

Public Comment: Antoinette Mancusi asked for a description as to what kind of housing units will be available to the public. Dana Totman replied that when the Navy leaves there will be about 1,600 off base units owned or occupied in the community consisting of apartments, mobile homes, single family dwellings, etc. In addition, there will be 500+ Navy single sailor housing units and the Navy/Balfour Beatty-owned 700+ 2-3-4 bedroom units.

Executive Session: Dana Totman made motion that the MRRA Board go into executive session to discuss property matters pursuant to 1 MRSA Section 405(6)(C), which was seconded by Gary Brown. The vote was unanimous of the Board members present.

Adjourn: Dana Totman made a motion that the MRRA Board adjourn the executive session and adjourn the MRRA Board meeting, which was seconded by Art Mayo. The vote was unanimous of the Board members present.

Heather Collins, Secretary

ATTENDEES OF 12-16-08 MRRRA MEETING	
Name	Company/Organization/Residency
John Hodge	Brunswick/Topsham Housing Authority
Scott Jacqmin	Coastal Counties Workforce, Inc.
Leighton Cooney	Governor's Office
Brian Whitney	Senator Olympia Snowe's office
Jeff Sneddon	McBDP
Mat Eddy	Town of Brunswick
Catherine Ferdinand	Bowdoin College
Chris Mann	Maine DOT
Sue Spann	RE/MAX Riverside
Don Spann	RE/MAX Riverside
Bob Dale	Brunswick Parks & Garden
Deb Elliott	DECD
Justin Holmes	MCCED
Jim Ashe	Town of Topsham
Stan Gerzofsky	State Senator-elect
Antoinette Mancusi	Coastal Counties Workforce, Inc.
Don Jenkins	Priority Group LLC
Rich Roedner	Town of Topsham
Rachel Ganong	Times Record
Ed Cossart	
Bill Card	Senator Collins office
John Shattuck	Town of Topsham