



**Town of Camden  
Select Board Meeting  
February 11 – 6:30 PM  
Washington Street Conference Room**

Select Board meetings are broadcast live on Time Warner Channel 22  
Select Board meetings are web streamed at [www.townhallstreams.com/locations/camden-me](http://www.townhallstreams.com/locations/camden-me)

**Agenda**

**A. Call to Order**

**B. Communications, Presentations, and Recognitions**

1. Presentation and Update re: Mountain Bike Trails – Morgan Laidlaw
2. CEDAC Update for the Select Board
3. Presentation by Brian Hodges re: Downtown Tax Increment Finance (TIF) District
4. Resignation of Kim Tuttle from the Planning Board

**C. Citizen Comments** (for items *not* on the agenda)

*This time is set aside for members of the public to comment on any town-related issue that is not on the agenda. We ask that people keep comments within 3 minutes*

**D. Approval of Select Board Minutes dated January 21, 2014**

**E. Select Board Member Reports**

**F. Town Manager Report**

**G. New Business**

1. Schedule a public hearing and Special Town Meeting on Tuesday February 25 for the following:
  - a) Amendment to the Downtown Tax Increment Finance District
  - b) Acquisition of an easement to construct a new pump station adjacent to Wayfarer Marine on Sea Street

**H. Select Board Closing Comments**

**Adjourn**

**Convene as the Wastewater Commissioners**

1. Certificate of Commitment of Sewer User Rates October 22, 2013 to January 21, 2014

**Break**

**Workshop**

- Preliminary Budget Review Discussion of upcoming meetings and schedule
- Discussion of upcoming meetings and schedule

January 24, 2014

To: Camden Select Board  
From: Deb Dodge  
Re: CEDAC Update for the Select Board

In spite of the last two months have been somewhat slow with the holidays and a cancelled Network Board meeting in January, we have made some progress on a number of fronts.

**Tannery Review.** We have had two informal meetings, one a roundtable with a few of our local developers, contractors and architects to get their perspective on the current potential for development and suggestions for uses. The second was with the Weymouths. As major property owners and long time residents of the neighborhood we wanted to hear what their concerns and ideas were regarding the use of the property and the neighborhood in general. I anticipate a few more such meetings before CEDAC comes to you with a recommendation. John Arnold has volunteered to shepherd this project forward.

**Marketing Camden to Target Audiences.** I continue to meet with the Downtown Business Group Marketing Committee. On January 10, Brian, Landon Fake and Karen Brace of the Chamber met so we could learn about Landons's ideas and perspective on the needs of Parks & Rec department. We look forward to participating in the Marketing Summit that Brian is organizing for January 30.

**Downtown:** CEDAC has endorsed expanding and amending our current Downtown TIFF. Brian is working on it now and we hope to present it to you soon. In brief, we are including the Knox Mill in order to capture the value of ongoing improvements, as well adding a new feature, Credit Enhancement agreements. The committee feels strongly that a properly constructed policy on CEA could provide down town property owners an incentive to make capital improvements that would make upper floor spaces more viable, as well as a create an incentive developers are familiar with as a means to attract new development. We are also adding downtown WIFI to the list of potential projects eligible for TIF fund expenditures.

## Inter-office memorandum

To: Patricia Finnigan, Camden Town Manager  
From: Brian Hodges, Camden Development Director  
Date: February 5, 2014

Re: Proposed Downtown Tax Increment Financing (TIF) amendment

Tax Increment Financing (TIF) is one of the few local tools municipalities have to support economic development. TIF is administered by the Maine Dept of Economic & Community Development (DECD) from a statutory perspective. The DECD ensures statute is followed but allows municipalities to design their own TIFs to meet their local needs. TIFs are funded by local property taxes, real and personal.

On 02/23/2010, Camden town voters approved the creation and submission of 2 TIFs. These were subsequently certified by the DECD. One of these TIFs is named the Camden Downtown TIF. When created, it did not include parcels in and around the Knox Mill area. Given the recent efforts in creating master plans for the Downtown, Riverwalk, and Public Landing, the Knox Mill area is identified as a critical connection and component of the downtown.

In consultation with CEDAC, we are recommending an amendment to the Downtown TIF. The following areas would be included in the amendment:

- Identify the specific parcels in Knox Mill area to be included
- Extension of the TIF from 20 years to the statutorily allowable 30 years
- Adding as allowable project costs those projects from the Downtown, Riverwalk, and Public Landing plans not already listed in the Downtown TIF.
- Adding the option of Credit Enhancement Agreements, using previously determined guidelines and thresholds.

A required element of the TIF amendment process is to hold a public hearing and then authorizing vote. A 10 day notice is required. The statutory deadline for submission is February 28<sup>th</sup>.

*Requested action: conduct a public hearing and subsequent special town meeting on Tuesday February 25<sup>th</sup>, in relation to amending Camden's Downtown TIF.*

**Sent:** Friday, January 24, 2014 10:22 AM  
**To:** Patricia Finnigan; Stephen Wilson

**Subject:** Resignation

Hello Pat,

This is my written notice that I am vacating my Planning Board seat as the alternate member starting January 24th, 2014.

It has been a pleasure serving on this board, and I hope, when I return to Camden, I can rejoin and help with the future of Camden.

Thank you again for your kind words yesterday, and it truly has been a pleasure meeting and working with all of you!

Kim.

--

Kimberly R. Tuttle  
12 Main Street, Apt 12  
Camden, Maine 04843



**Town of Camden**  
**Minutes of the Select Board Meeting**  
**January 21, 2014**  
**6:30pm**

**PRESENT:** Chairperson Martin Cates, John French, Jr., James Heard, Leonard Lookner, Donald White, and Town Manager Finnigan. Also present were members of the press and public.

1. **Call to Order**
2. **Communications, Presentations, and Recognitions**

**A. Fox Hill Public Hearing Process**

Martin Cates described the process for addressing the next steps of the Fox Hill proposal. He said that a hearing would be held on Feb 4 at 6:30pm at the Camden Opera House where the Select Board would accept all the materials that were part of the Planning Board record and incorporate into its record. Cates notes that if the Public hearing portion of the meeting is completed by 8:30 p.m. the Select Board would likely vote on the proposal that night. If the hearing goes much past 8:30, the Select Board will meet on Feb. 11 to vote.

Leonard Lookner expressed concern about non-residents being allowed to speak at the public hearing. Cates said the precedent had always been to let any members of the public speak regardless of residency. The Chair suggested that an effort be made to keep speakers focused on the language of the amendment rather than wander off to other topics. The Board decided that disallowing individuals from other communities to speak was not a precedent or policy that they wanted to set at this time.

*John French made a motion to accept the recommended procedures of the Fox Hill hearing. Donald White seconded the motion. It was unanimously approved.*

**B. Camden Winterfest/U.S Nationals Toboggan Championships**

Pat Finnigan said that this year, the "Winterfest" which over recent years had been organized by the Camden Public Library has combined forces with the US National Toboggan Championships and other groups to promote a week-long winter event running from Saturday, Feb. 1 to Sunday, Feb. 9. She explained that events were being added to attract people throughout the week, including snow sculptures and freestyle skiing in Harbor Park. Finnigan spoke about road closures that have been requested. She also informed the Select Board that a shed to act as headquarters for the Toboggan shuttles would be placed near the village green, and that parking spaces would be blocked off for the buses.

Holly Edwards of the Toboggan Nationals Committee updated the Board on the details of the

Toboggan races scheduled for Feb. 7-9 and also gave details about Winterfest Week. Members of the Select Board agreed to be judges at the costume contest on Saturday the 8<sup>th</sup>.

*Donald White made a motion to close Atlantic Ave on Saturday Feb. 1 from 11:00 a.m. to 4:00 p.m. for Winterfest events in the Library Amphitheater, and on Sunday, Feb. 2 from noon to 4:00 p.m. for the "rail jam" at harbor park, and to close up to 4 parking spaces on Elm St. in front of the Village Green to place a ticket booth and for buses to transport people to the Toboggan Championships on from Wed. Feb. 5 to Sunday Feb. 9. James Heard seconded the motion. It was unanimously approved.*

### **C. Report of the Camden Opera House Committee – Kate Bates and Kerry Hadley**

Kerry Hadley and Kate Bates of the Opera House Committee updated the Board on the projects that their group is working on. An annual appeal had raised \$5,400, Hadley said, and the 1927 Steinway piano had been refurbished through grant funding. An additional \$5000 had been received from the Maine Community Foundation to update the Opera House website, she said. Hadley outlined current goals for the facility including branding, publicity and simplifying its rate structure. She noted that the Opera House will celebrate its 120<sup>th</sup> anniversary this year.

Bates told the Board that the Committee did not feel this committee could successfully take on raising the money to renovate the Opera House's third floor. She said that their economic impact study would be helpful in assessing capital needs. Bates noted that they continue to look at grants and sponsors to keep the Opera House on stable footing, and she discussed the 501(c)3 application that had been submitted. Lastly she spoke about the pros and cons of establishing a Friends of the Opera House group.

Hadley and Bates answered questions from the Board, saying that competition from nearby facilities had increased, and that the Opera House faces challenges in trying to fill their 500 seats. Hadley also spoke about the limitations of staff time.

Cates suggested that a goal-setting session be held where the Town could look at what they expect for the Opera House. White said it would be helpful if Hadley could supply the Board with a list of the 2013 performances and attendance at each.

### **3. Citizen Comments**

Owen Casas spoke to the Board about a procedure related to the Fox Hill hearing.

#### **Board Comments**

Leonard Lookner said that he had observed that the downtown had been very busy that day, even though it was a Tuesday in January. He observed that the availability of the space at the Knox Mill had brought several new businesses into the community.

James Heard told the Board that he'd attended a Parks and Recreation meeting and that the Snow Bowl had reported a very successful holiday week.

### **4. Approval of Select Board Minutes dated January 7, 2014**

*Donald White made a motion to accept the Select Board minutes dated January 7, 2014 as presented. John French seconded the motion. It was unanimously approved.*

## **5. Select Board Member Reports**

Donald White said that the Historic Resources Committee plans to submit a revised Village Green application and policy. He reported that the Cemetery Committee is repairing the Mountain View Cemetery and is working on their fiscal budget for 2015. The Library Trustees will hold their annual book sale on January 25 & 26, he said. White added that the Library plans to take over the Harbor Arts show held annually in October, an event that the Chamber has run in the past.

White reported that the Planning Board had accepted the resignation of Kim Tuttle. He said that the group had also taken a preliminary look at the renovations planned for the former Camden First Aid building by the PAWS organization, adding that a public hearing on the project would be scheduled.

White told the group that the transit study is almost completed and their final report will be released in February. Lastly, he said that the Five-Towns Communities That Care had recently held their annual coalition meeting.

## **6. Town Manager Report**

Pat Finnigan spoke about Winterfest and the Toboggan Nationals, saying that the hope is that the week combining the two together will continue to grow through the years. She told the Board about how the various departments of the Town were working together to make Winterfest happen. Finnigan also noted that a Community Meeting would be held on January 29<sup>th</sup> at the CRMS cafeteria to discuss the future of the Camden Rockport Middle School.

## **7. New Business**

### **A. Consideration of Establishing the Location of the Emergency Operations Center at the First Congregational Church (55 Elm St)**

The Town Manager talked to the Board about the fact that the current location of the Town's emergency operations center (EOC) at the Public Safety Building is located in a flood zone. The staff is recommending that it be moved to the Congregational Church on Elm Street, she said.

Fire Chief Chris Farley reported that in addition to the flood zone issue, the current EOC location is limited in size and has no operating generator,. Therefore he had discussed the possibility of the Town using the Church basement as the EOC. The Church's Board of Trustees would offer that space at no charge for the Town's EOC, he said.

The Chief noted that he had applied for a grant through FEMA to replace the current generator in the public safety building. He said that he had also applied to Maine Emergency Management for a \$5000 grant to refurbish the old generator for another location or office in the Town.

*Donald White made a motion to authorize the Town Manager and Fire Chief/Emergency Management Director to work with the Board of Trustees of the First Congregational Church to*

*develop an Agreement to establish the Town's Emergency Operations Center at the Church. Leonard Lookner seconded the motion. It was unanimously approved.*

Pat Finnigan commended Chief Farley on his community outreach efforts and his work in attracting more members to the fire department, in addition to supporting the firefighters who are members of the department.

The Chief introduced Shane Hanson who reported on a training course he had recently completed.

#### **B. Set the February Meeting Schedule**

Select Board members and the Town Manager discussed the upcoming schedule of meetings and made adjustments due to the public hearing to be held February 4th.

*Donald White made a motion to hold a Select Board meeting and public hearing on February 4, a special Select Board meeting on February 11, and a regular Select Board meeting on February 18. James Heard seconded the motion. It was unanimously approved.*

#### **C. Assessors Agent**

*Donald White made a motion that the Town Manager work out an arrangement with the Assessors Agent so that he is able to retire in mid-March. Martin Cates seconded the motion. It was unanimously approved.*

#### **Adjourn**

*Leonard Lookner made a motion to adjourn the meeting and go into Executive Session pursuant to state law 1 MRSA Section 405.6.A. James Heard seconded this motion. The motion passed unanimously and the Board went into Executive Session at 8:35.*

#### **Executive Session**

Town Manager's Performance Evaluation

Respectfully submitted,

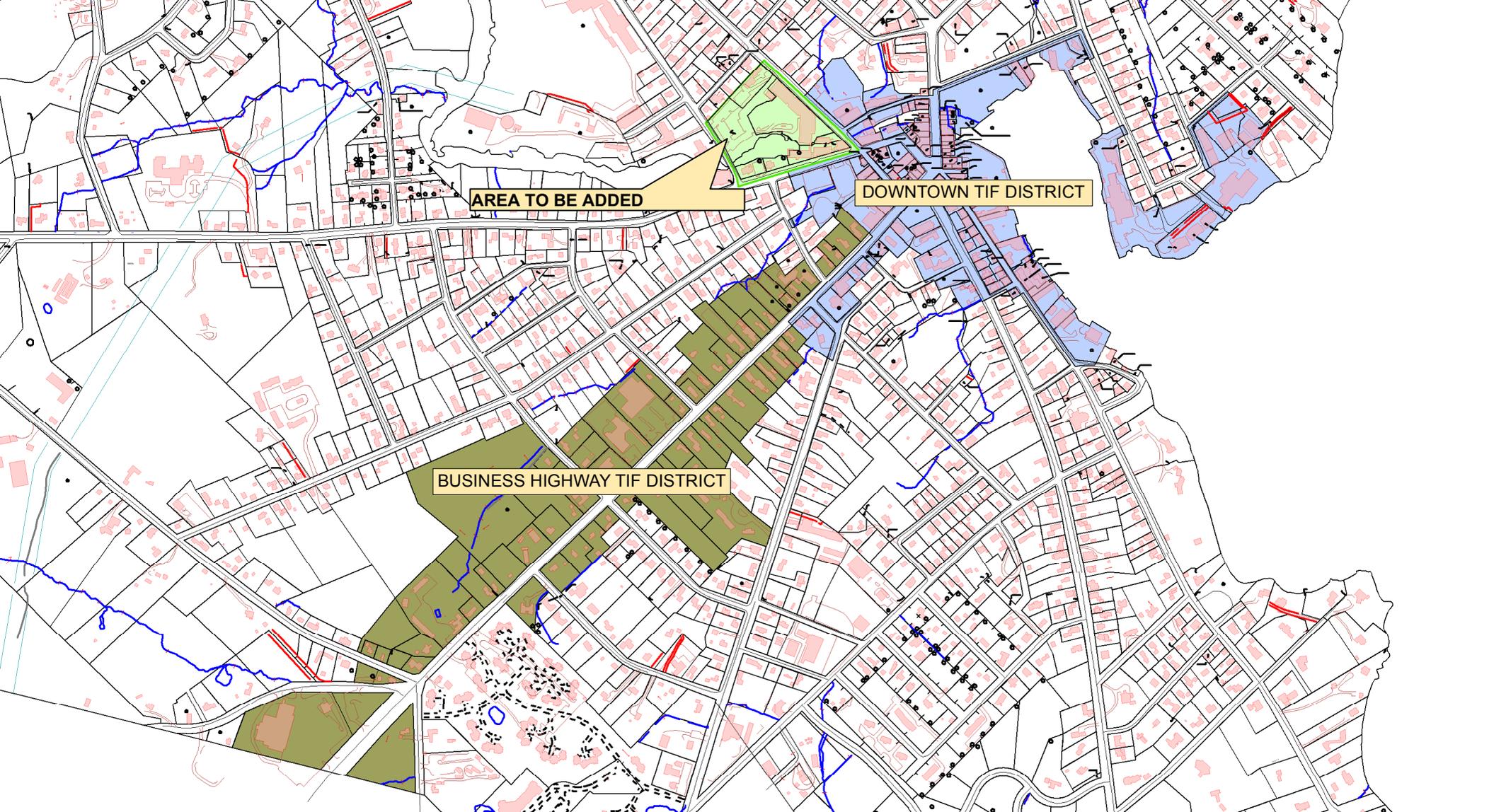
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Karen Brace

Recording Secretary

**Timeline to Amend the Camden Downtown TIF – due February 28<sup>th</sup>**

- Discuss TIF with CEDAC 12/30/2013
- Finalize draft of amendment 1/10/2014
- Discuss with Downtown Network Board 1/13/2014
- Pre-review conducted by Maine DECD 1/17/2014
- Review amendment at CEDAC meeting 1/27/2014
- Select Board Meeting (schedule public hearing and Special Town Meeting vote) 2/11/2014
- Hold Public Hearing and Special Town meeting vote 2/25/2014
- Submit amendment to the Dept of Economic and Community Development 2/28/2014



**AREA TO BE ADDED**

**DOWNTOWN TIF DISTRICT**

**BUSINESS HIGHWAY TIF DISTRICT**

## **Downtown TIF amendment – Summary**

### *What is a TIF?*

TIF stands for Tax Increment Financing. It is one of few local tools municipalities have to support economic development. TIF is administered by the Maine Dept of Economic & Community Development (DECD) from a statutory perspective. This agency ensures statute is followed but allows municipalities to design their own TIFs to meet their local needs.

TIFs are funded by local property taxes (real and personal) and are composed of 2 elements: a District and a Development Program.

- *District* – this is the “where” element. Municipalities draw boundaries around parcels to form a TIF District. A snapshot of the original assessed value of these parcels is determined. This determines the baseline for increased activity. If there is positive economic growth within the District, the incremental property taxes referred to as TIF revenues can be used towards economic development activities. In addition, these TIF revenues become “sheltered” from offsets by county taxes, State aid for education, and municipal revenue sharing.
- *Development Program* – this is the “what” element. Municipalities create a list of projects they would like to use TIF revenues towards. These projects must conform to State statute, as administered by DECD. In addition, the municipality determines what percentage of incremental taxes are used as TIF revenues. This can be any amount up to 100%.

### *History*

In February 2010, Camden created and submitted 2 TIFs approved by the voters. One was the Business Highway TIF and other was the Downtown TIF. The Downtown TIF uses 100% of incremental taxes as TIF revenues. DECD approved both TIFs.

This amendment process only modifies the Downtown TIF. The changes are listed below. In the end, we hope to obtain voter approval of these additional items and submit the required materials on or before February 28<sup>th</sup>. CEDAC has provided considerable guidance and input on these proposed amendments.

### *District modifications*

- Add Knox Mill parcels (see attached map)
- Extend to 30 year duration; current duration is 20 years

### *Development Program modifications*

(important: the projects/expenses listed below do not mandate the town to complete them. By including these as options in Camden's Downtown TIF, it gives us the greatest flexibility to determine what gets implemented.)

- Add Credit Enhancement Agreements (CEAs) – CEAs are funded through a TIF. They become one of the many project costs listed in a Development Program. They use TIF funds to reimburse property taxes to a developer and are designed to help municipalities attract new jobs and investment. They also encourage existing businesses and developers to make improvements.
  - A CEA will refund a portion of the property taxes paid on increased assessed value. For example, if a commercial property owner builds new or expands/improves an existing building, the increased value from when the parcel first became part of the TIF is reviewed. If proper thresholds are met per the Camden CEA policy, a portion of the increased property tax is returned to the property owner.
  - A draft policy has been crafted that tiers the level of reimbursement based on jobs created and/or investment made
    - In summary, for every 5 jobs created or additional investment made (\$500,000 new business, \$250,000 existing business), a 10% reimbursement of incremental property taxes related to the District.
    - 50% max reimbursement of incremental property taxes
    - 80% max reimbursement if jobs and investment threshold met
    - 10 yr max duration, or remaining life of TIF, whichever is less
    - See next page for examples
- Add recommendations from Public Landing redesign plan (not already included in the Downtown TIF)
  - Redesign parking areas at the Public Landing to align with recommendations contained in the Camden Public Landing final report. (add to item 11)
  - Construct an overlook located at the end of the boardwalk nearest the waterfalls; add fishermen's hoist (add to item 1)
  - Additional lighting at the Public Landing (add to item 12)

- Sidewalk construction/improvements to Commercial St; flush pavers connecting sidewalks to other pathways and boardwalk (add to item 10)
- Demolition of existing restrooms; make improvements to current Chamber of Office building and visitor center (new item)
- Undergrounding of utilities in and around the Public Landing (new)
- Add recommendations from Downtown Master Plan (not already included in the Downtown TIF)
  - Facilitate creation of entrepreneurial, incubator space through redevelopment of buildings that meet needs, including installation of elevators to facilitate upper floor access for commercial activities (new)
  - Design, create, and install signage in and around the downtown area for improved wayfinding by pedestrians and navigation to parking by vehicular traffic. Make related capital improvements as needed. Fits into the vision of the Downtown Master Plan and goal to make the downtown pedestrian vs. vehicular focused; supports increased commercial activity.
  - Develop a parking overflow strategy for high traffic volumes and events/conferences. Consider incorporating smart technology to guide drivers to actual vacant spaces. Establish a parking management system along Main St and Public Landing (add to item 11)
  - Add pedestrian amenities (trees, benches, etc) and curb extensions to shorten crossing distances and provide safe havens for pedestrian in the downtown, as recommended in the Downtown Master Plan (new; add to 10)
- Add allowable transit capital costs without creating a Transit Oriented District
  - Transit vehicles such as buses, ferries, vans, rail conveyances and related equipment; bus shelters and other transit-related structures; and benches, signs and other transit-related infrastructure
- Add Wi-Fi
  - (Year 1 start up approx. \$60,000; annual approx. \$5,000 - \$10,000)

### CEA examples

Scenario 1 – ABC Company is currently located in California but decides to open a 2<sup>nd</sup> location in Camden's downtown TIF District. They intend to acquire the property, invest an additional \$1 million and create 10 new jobs. They would receive 40% reimbursement of incremental property taxes.

Jobs - \$500,000 (new business) X 2 = \$1,000,000; 10% + 10% = 20%

5 jobs X 2 = 10 jobs; 10% + 10% = 20%

Total reimbursement = 40% of property tax associated with \$1 million @ 14.04 mil = \$14,040 @ 40% = \$5,616 X 10 years = \$56,160

Scenario 2 – Current Camden Company (existing business) is located in Camden and wishes to make improvements to their facility by expanding. They intend to make a \$2 million investment and add 25 jobs. They would receive 80% premium

\$250,000 (existing business) X 8 = \$2 million; threshold is 50%

5 jobs X 5 = 25 jobs; 10% X 5 = 50%

Both thresholds are met = 80%

\$2 million X 14.04 mil = \$28,080 X 80% = \$22,464 X 10 years = \$224,640

(note: the property tax being paid before the expansion will still be collected as before)

Scenario 3 – Another Camden Company (existing business) is located in Camden and has the ability to add 5 jobs and make improvements valued at \$150,000. They would receive a 10% reimbursement. Even though they did not make at least a \$250,000 investment, they did create 5 jobs.

\$150,000 X 14.04 mil = \$2,106 X 10% = \$211 X 10 years = \$2,110

(note: the property tax being paid before the expansion will still be collected as before)

## Credit Enhancement Agreement (CEA) structure with TIFs

In an effort to attract new business and encourage existing business to significantly expand, the following structure is proposed:

### New businesses in a TIF District:

- For every 5 full time net new jobs created with benefits, a 10% reimbursement of incremental property taxes paid is made; capped at 50% (25 jobs) AND/OR
  - For every \$500,000 in real and/or personal property investment, a 10% reimbursement of incremental property taxes paid is made; capped at 50% (\$2.5 million)
  - Maximum for any combination of the two is 50% unless both jobs and investment caps are met, then the total cap is increased to a premium reimbursement of 80%
    - \$1.5 million and 5 jobs = 40% (30% + 10%)
    - \$2.5 million and 15 jobs = 50% (both thresholds not met)
    - \$3 million and 30 jobs = 80% (both thresholds met)
- Duration of any scenario is not more than 10 years total for the CEA, or the remaining duration of the TIF (whichever is less)

### Existing businesses in a TIF District:

- For every 5 full time net new jobs created with benefits, a 10% reimbursement of incremental property taxes from the Original Assessed Value contained in a TIF district; capped at 50% (25 jobs) AND/OR
  - For every \$250,000 additional real and/or personal property investment from the Original Assessed Value of the parcel contained in a TIF District, a 10% reimbursement of incremental property taxes paid is made; capped at 50% (\$1.25 million)
  - Maximum for any combination of the two is 50% unless both jobs and investment thresholds are met, then the cap is increased to a premium reimbursement of 80%
    - \$125,000 and 5 jobs = 10%
    - \$500,000 and 10 jobs = 40% (20% + 20%)
    - \$1 million and 30 jobs = 50% (both thresholds not met)
    - \$1.5 million and 25 jobs = 80% (both thresholds met)
- Duration of any scenario is not more than 10 years total for the CEA, or the remaining duration of the TIF (whichever is less)

## **TAX INCREMENT FINANCING (TIF) CREDIT ENHANCEMENT AGREEMENTS (CEAs)**

Developers/Businesses are eligible for CEAs when they meet the following standards:

Development would not occur otherwise;  
Create or retain employment opportunities;  
Expand significantly the Town's tax base; and  
Conform to the quality and types of development sought by the Town as outlined in the Zoning Ordinance, Comprehensive Plan, and other policies.

The creation of a CEA is a decision made on a case-by-case basis by the Town of Camden and a developer/business. The Maine Department of Economic & Community Development must ensure the contents of the CEA are in alignment with the TIF District. TIFs/CEAs are not a right under Maine law and meeting these guidelines should not be interpreted as creating any rights or entitlements in any application.

### **II. BASIC PROVISIONS**

Application for a CEA will be considered by the Camden Development Office, the Town's Community and Economic Development Advisory Committee (CEDAC), and the Camden Select Board. The terms of each agreement are negotiated between the Select Board and the applicant. The Camden Development Office and the Town's CEDAC will negotiate for the Select Board based on the merits of the project and these guidelines. The Select Board will make the final decision on whether to approve the structure of a CEA, provided it conforms to the guidelines below.

The CEA funds returned to the developer/business will not exceed 50% (80% is premium) of incremental taxes paid over the life of the particular TIF District. The applicant is required to submit all documentation that will serve to protect the Town's economic and financial position.

### **III. MANDATORY GUIDELINES**

In all instances, applicants for CEAs must demonstrate that it is economically necessary and that participation is needed to undertake the project. Such justification is demonstrated by:

A need to offset infrastructure costs unique to the site; or  
A need to offset economic advantages available to a corporate entity if it should develop a project (or expand operations) outside of Camden; or  
A lack of sufficient private or other public funding sources to meet the full capital investments needed to undertake a project.  
The project creates significant new tax value throughout the Town  
The developer is financially capable to undertake the project.  
The developer is compliant with all statutory and regulatory guidelines of the Town of Camden and the State of Maine.

#### **IV. GUIDELINES THAT DETERMINE THE LEVEL OF MUNICIPAL PARTICIPATION**

Although an applicant need not meet each of the following criteria, the following will be used to determine the level of participation by the Town:

The project assists an established business in the Town of Camden, thus retaining existing employment opportunities;

The project creates long-term, permanent and quality employment opportunities;

The project contributes to areas in need of redevelopment;

The project improves a blighted building site in need of rehabilitation;

The project creates public infrastructure facilities that have application beyond the particular development such as improvements to traffic patterns, parking facilities, green space, etc.;

The project supports or will support community projects, provides job training, provides student internships, supports local contractors and suppliers; and

The project supports or will support local efforts and programs that assist those who are under-employed or who are making the transition from welfare to work, etc.

#### **V. STANDARD OPERATING PROCEDURES**

The Camden Development Office will coordinate all activities regarding applications for CEAs. Working with applicants, the Office will undertake the following preliminary steps:

Provide information on TIFs and CEAs;

Discuss project proposals and accept applications;

Review applications based on policy guidelines with the Town Manager and other Department heads

Advise applicants on the findings of town staff.

Following this preliminary review process, the Town's Development Director will bring completed applications to the Town's CEDAC for review, negotiation, and recommendation to the Select Board. The Select Board will consider CEAs during regularly scheduled Select Board meetings, allowing the opportunity for public comment. If a CEA proposal is presented but does not conform to these guidelines, a public hearing can be scheduled followed by a Town vote.

Applications for CEAs will be available through the Camden Development Office, Town of Camden, 29 Elm Street, Camden, ME 04843.

If a CEA is approved, an annual administrative fee equal to 1% of the incremental tax reallocated back to the developer/business will be assessed. All applicants are required to reimburse the Town of Camden for all legal and consulting costs incurred as a result of the CEA proposal.

Finally, whether or not an application is approved, the applicant will reimburse any additional expenses incurred by the Town of Camden in connection with the CEA proposal.

## EASEMENT

KNOW ALL BY THESE PRESENTS:

that WAYFARER PARTNERS, LLC, a limited liability company organized under the laws of the State of Maine, having a mailing address of: 59 Sea St, Camden, ME 04843, hereinafter referred to as "GRANTOR", in consideration of One Dollar, (\$1.00) and other valuable consideration, paid by the INHABITANTS OF THE TOWN OF CAMDEN, with a mailing address of P.O. Box 1207, Camden, Maine, a body politic and municipal corporation organized and existing under the Laws of the State of Maine, hereinafter referred to as "GRANTEE", the receipt of which is hereby acknowledged, does hereby GIVE, GRANT, BARGAIN, SELL AND CONVEY, unto the GRANTEE, its successors and assigns forever, a permanent and perpetual EASEMENT for the purposes of constructing, installing, laying, re-laying, repairing, and maintaining, a sanitary sewer system consisting of sewer pipes, a sewer pump station, and sewer manholes together with all necessary fixtures and appurtenances necessary for the proper operation of said sanitary sewer system, which said sanitary sewer system and fixtures and appurtenances shall be and remain the property of GRANTEE, under, over and across the following described parcel of land of the GRANTOR situated on the westerly side of Sea Street and on the southeasterly side of Camden Harbor, in the Town of Camden, Knox County, State of Maine, hereinafter referred to as "SEWER EASEMENT AREA", said SEWER EASEMENT AREA being more particularly described as follows:

BEGINNING in the waters of Camden Harbor at a point on the southwesterly line of land now or formerly of Bellmore House LLC, reference deeds recorded in Knox County Registry of Deeds (KCRD) in Book 3900, Page 245 and in Book 3576, Page 70, ("3576/70") ("Bellmore House land"), said point being located between the high water line and low water line of Camden Harbor, said point also being N 59°51'24" W and 37.00 feet as measured along the southwesterly line of said Bellmore House land from a 5/8-inch iron rod, all as shown on the plan attached hereto entitled "Figure: E-1, Easement Exhibit, Town of Camden & Wayfarer Partners, LLC, Sea Street – Camden Harbor, Camden, Maine", dated August 2013, by Wright-Pierce ("Town of Camden plan");

Thence S 59°51'24" E feet along the southwesterly line of said Bellmore House land, a distance of 37.00 feet to said 5/8-inch iron rod;

Thence continuing S 59°51'24" E feet along the southwesterly line of said Bellmore House land, a distance of 28.00 feet;

Thence N 83°03'22" E feet along the southerly line of said Bellmore House land, a distance of 89.25 feet to the westerly right-of-way line of Sea Street;

Thence S 7°07'02" E feet along the westerly right-of-way line of Sea Street a distance of 43.29 feet to the northeasterly corner of land now or formerly of Elizabeth L. Henry, Trustee of the Elizabeth L. Henry Revocable Living Trust U/A, reference deed recorded in KCRD in 2440/134 ("Henry Trust land");

Thence S 81° 07' 54" W along the northerly line of said Henry Trust land, a distance of 45.52 feet to the northwesterly corner of said Henry Trust land;

Thence S 73° 28' 01" W, crossing land of the GRANTOR herein, reference deeds recorded in KCRD in 3576/70, 3102/155 and 1220/291 ("Wayfarer Partners land"), and passing 15 feet, more or less, southerly

of the center of the rim of a sewer manhole located in the paved driveway of said GRANTOR, a distance of 42.07 feet;

Thence N 51° 48' 08" W, crossing said Wayfarer Partners land, and extending into the waters of Camden Harbor, a distance of 99.15 feet;

Thence N 30° 08' 36" E, crossing said Wayfarer Partners land, a distance of 26.00 feet, to the POINT OF BEGINNING, containing 6,641 square feet, more or less.

The parcel hereinabove described is shown as "PROPOSED SEWER EASEMENT AREA OF TOWN OF CAMDEN, 6,641 S.F.±" on said Town of Camden plan.

The hereinabove description of the SEWER EASEMENT AREA and the Town of Camden plan are based in part on a plan entitled "Wayfarer Partners, LLC, Magro Agreement, 27 Sea Street, Town of Camden, Knox County, State of Maine", dated February 6, 2006, recorded in Knox County Registry of Deeds in Book 3576, Page 70, and are not based on a current boundary survey.

Meaning and intending to convey a SEWER EASEMENT over a portion of land of the GRANTOR as described in a deed of Branta Foundation, dated October 17, 2003, recorded in Knox County Registry of Deeds (KCRD) in Book 3102, Page 155. Reference is also made to a Deed and Agreement by and between Wayfarer Marine Corporation and J. Tracy Kropp, dated October 9, 1987, recorded in KCRD in Book 1220, Page 291, and to Amendment One to Deed & Agreement by and between Wayfarer Marine Corporation and Benjamin Magro, dated February 9, 2006, recorded in KCRD in Book 3576, Page 70.

WITNESS my hand and seal this \_\_\_\_ day of \_\_\_\_\_, 2014, in my said capacity.

WAYFARER PARTNERS, LLC

\_\_\_\_\_  
BY:  
TITLE:

STATE OF MAINE  
COUNTY OF KNOX

DATED: \_\_\_\_\_

Personally appeared the above \_\_\_\_\_ in his/her capacity of \_\_\_\_\_,  
and acknowledged the foregoing instrument to be signed as his/her free act and deed.

BEFORE ME: \_\_\_\_\_  
NOTARY PUBLIC  
PRINT NAME HERE \_\_\_\_\_

**Certificate of Commitment of Sewer User Rates**

To: Marlene J. Libby the Treasurer of the municipality of Camden, Maine.

We, the undersigned municipal officers of the municipality of Camden, Maine

Hereby certify and commit to you a true list of the sewer rates established by us pursuant

To 30-A M.R.S.A. & 3406 for those properties, units, and structures required by local

And State law to pay a sewer rate to the municipality, for the period of:

**10/22/2013 – 01/21/2014 (Quarterly, Seasonal & Final Bills)**

You are hereby required to collect from each

Person named in the list his or her respective amount as indicated in the list, the

Sum total of those lists being **\$199,649.94.**

You are hereby authorized to collect these rates, and accrued interest, and all costs of

Collections by any means legally available to you under State law.

You shall complete and make an account of your collections of the whole sum herein

Committed to you on February 11, 2014.

Given under our hands this 11th day of February, 2014.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Wastewater Commissioners, Town of Camden  
Board of Select Persons**

# TOWN OF CAMDEN

**10/22/2013 – 01/21/2014**

## **WASTEWATER BILLING**

<b>QUARTERLY BILLING</b>	<b>1,828 BILLS</b>	<b>\$195,882.33</b>
<b>FINAL BILLING</b>	<b>48 BILLS</b>	<b><u>\$ 3,767.61</u></b>
<b>TOTAL BILLING</b>		<b>\$199,649.94</b>