

# WASHINGTON COUNTY COUNCIL OF GOVERNMENTS

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Helping Washington County  
Communities Plan for Tomorrow

Judy East  
Executive Director

## MINUTES: Executive Committee Meeting

**Date:** Monday June 1 2009 6-8PM

**Present:** Dick Fickett, Bruce Molleur, Betsy Fitzgerald, Roger Holst, Dale Crowley, Dorothea Crowley, Rick Tanney, Ernest James, Louis Bernardini, Sandy Lambert, Judy East

1. Dick called the meeting to order and introductions were made. Two agenda adjustments included the consideration of the request by Bangor Hydro for WCCOG endorsement of the Bangor Hydro Downeast Reliability Project. Summarizing the conversation from last meeting it was moved, seconded and unanimously **APPROVED:** to prepare a letter to the PUC endorsing the project as a matter of policy with recognition that the WCCOG presumes that local and state approvals and conditions will be met through the requisite regulatory processes.
2. Judy also summarized staffing changes resulting from the pending (June 30, 2009) departure of Misha Mytar who has provided exemplary planning contract services for the past year. Misha has a year long contract job with the Bureau of Public Lands as their representative in the Downeast Region in the area of nature based tourism. Sandy Lambert is a community planner and organizational consultant who will be helping with several projects in the transition to losing Misha and will assist with the Brownfields project. Sandy provided some of her background work experience to the Executive Committee.
3. Minutes from the March 30, 2009 Executive Committee Meeting were distributed after the last meeting. Dick asked if there were any corrections and it was moved, seconded, and unanimously **APPROVED:** to accept the minutes as written.
4. Scenic Inventory Assessment – Judy presented the status of the project; we still need volunteers, the Washington County training day is scheduled for June 4 training at UMM in Room 226 of Torrey Hall; more details are available at <http://www.wccog.net/scenic/>
5. Brownfields Assessment Grant – Judy summarized the status and use of the \$400,000 we will receive from USEPA to do site assessments for hazardous materials (\$200,000) and petroleum contamination (\$200,000); we are receiving training from USEPA and DEP, preparing the contract with USEPA and will be soliciting bids for qualified consultants (engineering firms) to do the assessments; as well as assembling an advisory committee to identify project sites.
6. Shoreland Zoning maps – in the continuing saga... data sources provided by MEGIS and DEP were only correctly posted in mid-May and were never on the CDs we received from them 6 months ago. We are still making sure that the data on the Inland Wading Bird and Waterfowl Habitat (IWWH) is being correctly interpreted by the GIS model that is generating maps for towns to use to meet new Guidelines and that DEP staff are also interpreting the maps relative to the IWWH information correctly. This has been acutely frustrating but I do not want to release maps (on which towns base their required notices to landowners who will now be in Resource Protection) if DEP is going to interpret these areas differently from the model that is designed to address the statute. This has already been a problem in Beddington (and is a problem in many others towns statewide who have already had their public hearings) so I am coordinating with Stephenie McGarvey of DEP and Tora Johnson to finalize the maps and will be in touch with everyone as soon as I can coordinate our 3 schedules.
7. Administration – we reviewed the financial reports which, because it is June 1<sup>st</sup>, do not reflect the full financial picture. Once Debbie has run all the invoices for May I will resend the profit and loss, open invoices and balance sheet reports to everyone.
8. Project and activity update (summary hand-outs provided and attached to the end of these minutes)
9. Rick Tanney , President of Washington Count Drug Action Team thanked the WCCOG for supporting the Polycom network in Calais that allows WCCOG staff and many other partners in the region to participate win

meetings without travelling to Machias or other sites. This support is %40 per month paid semi-annually to the County (who pays for the connection). Rick noted that it saves many people time and money and facilitates greater participation in meetings. Judy agreed noting that it saves 2 hours of travel and mileage expenses every time she uses it (~2-5 meetings per month depending on activity levels). Rick requested that the WCCOG continue this support in the next (state) fiscal year. and it was moved, seconded, and unanimously **APPROVED:** to continue WCCOG support for the polycom system in the WCDATA offices in Calais in the amount of \$600/year paid in 2 semi-annual installments.

10. The next two meetings were scheduled as follows:  
Thursday **September 3, 2009** 3-5 (meeting) 5-7 (lobster supper) PM **Addison**  
NOTE: Dale and Dorothea have very generously offered to provide the lobsters; those attending will potluck salads etc.to complete the meal. I will send out an RSVP in early August so we can let Dale and Dorothea have a head count.

**Annual General Meeting**  
Thursday **October 8, 2009** 6-8PM Machias, Bluebird Restaurant

**Remember that a dollar spent in local businesses circulates several times in our local economy!**

Respectfully submitted (Activity Update follows)  
Judy East

# MEMORANDUM

**TO:** WCCOG EXECUTIVE COMMITTEE  
**FROM:** Judy East  
**DATE:** December 17, 2009  
**RE:** Project and activity update

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## COG news/ new contracts:

- Municipal Dues: FY09 dues coming in strong
- Obtained Brownfields Assessment grant request to EPA (\$200,000.00 for Petroleum; \$200,000.00 for Hazardous Materials Assessment) attended orientation in Chelmsford, MA
- Misha Mytar will complete her work by June 30 and has a year long contract with Bureau of Public Lands to continue their nature based tourism initiatives in Hancock and Washington counties; Misha has been an exceptional worker, producing quality work on-time and on budget; we will miss her and I would hire her again in a heartbeat
- Attended another Shoreland zoning workshop in East Machias; discovered that IWWH data provided by DEP/IFW/MEGIS on the web and on the CDs was the old 2006 layer; this delayed finalizing the GIS model to assist all towns with mapping to meet new rules; hope to have draft maps very soon
- Responded to numerous technical assistance inquiries for local ordinances

## Municipal Contracts:

**Beddington** – adopted town wide and shoreland zoning ordinance; DEP review revealed that the data problem noted above affects the Beddington map; addressing revisions

**Machiasport** – getting Maritime Handbook printed; adopted by town; delivering final harbor Plan next week.

**Machiasport Comprehensive Plan Update** – Completed transportation; finalizing Land Use and preparing for submission to SPO

**Perry and Pembroke joint Comprehensive Plan Update** –Finalizing full first draft for Committee review.

**Cooper Comprehensive Plan** – Completing housing; drafted Transportation chapter

**Lubec Comprehensive Plan Update** – Working on transportation; visioning session scheduled. Survey out to public.

## CDBG Technical Assistance:

**Machiasport** – assistance with Env Review for Phase II of Liberty Hall PF grant

**Milbridge** - reviewed PI CDBG application (**successful**)

**Indian Township** – assistance with Env Review and all Phase II paperwork for Fire Station (**final funding pending stimulus funds announcement and conditions**)

**Roque Bluffs/Jonesboro** - assistance with Env Review and all Phase II paperwork for Fire Station  
Various business development grant technical assistance through staff support to SCEC in **Whitneyville, Milbridge, Eastport, Marion, Trescott, Machias, Calais**

## Regional Contracts/Activities:

- Actively working with SPO, Hancock County Planning Commission and UMM GIS lab to prepare a Scenic Inventory and Assessment for both counties; still seeking volunteers, training on June 4

- Tourism infrastructure projects – contracted with Misha to complete “You Are Here” map for kiosks in Washington and Hancock counties using MDOT and DART funds
- Attended 2 mtgs of St. Croix Valley Healthy Communities Coalition; assisted with their decision to seek new fiscal sponsor
- Washington County: One Community – have exhausted most funds to allow work here until next state fiscal year; assisted with 3 grant applications: CDBG Planning Grant (status pending); Healthy Kids Healthy Communities grant from Robert Wood Johnson Foundation (status pending); Environmental Funders Network (denied)
- Downeast Regional Airport – attended public meeting presentation of environmental assessment on Marshfield site.
- Washington County Emergency Management.
  - Continuing assistance to towns on Emergency Operations Plans and NIMS CAST reporting and public meetings to discuss NIMS requirements (17-18 towns now compliant)
  - Working with region schools on emergency plans including NIMS compliance
  - Starting County Common Communications Plan
  - Assisting with planning for 5 county all discipline table top exercise
  - Assisting Downeast EMS with transition to regional service in absence of Calais as member
  - School Emergency Planning - Continuing to track down emergency plans for County EMA/RCC files; Emergency Resources Directory - Most resource information has been collected and organized in excel spreadsheets; Kennebec County database will not work for us; developing Access database
- Downeast Coastal Multi-Modal Corridor Plan – finalizing text for submission to MDOT
- Additional scoping input to MDOT on 6-year plan projects
- Attended Active Communities workshop in Freeport; planning for bike and pedestrian friendly community design
- USDA Rural Solid Waste grant in cooperation with Hancock County Planning Commission to support expanded recycling programs and development of a permanent household hazardous waste collection facility (\$20,000.00 – not funded)
- Bike Ped Assessments near completion in Lubec, Calais, Milbridge and Machias with photo inventories, on-line surveys, and GIS mapping; meetings pending with local officials and committees.