

# WASHINGTON COUNTY COUNCIL OF GOVERNMENTS

P . O . B O X 6 3 1 , C A L A I S M E 0 4 6 1 9  
(207) 454-0465 \* (888) 287-3006 \* FAX: (207) 454-2568

Helping Washington County  
Communities Plan for Tomorrow

Judy East  
Executive Director

## **MINUTES: Executive Committee Meeting**

**Date:** Thursday September 3, 2009 3-5PM Addison Town Office

**Present:** Dick Fickett, Bruce Molleur, Betsy Fitzgerald, Dale Crowley, Dorothea Crowley, Rick Tanney, Lewis Pinkham, Harold Clossey, Judy East, Jeremy Gabrielson, Sandi Duchesne, Nick Hodgkins, Dianne Tilton (part of meeting)

1. Bruce called the meeting to order and introductions were made. No agenda adjustments.
2. Minutes from the June 1, 2009 Executive Committee Meeting were distributed after the last meeting. Bruce asked if there were any corrections and it was moved, seconded, and unanimously

**APPROVED:** to accept the minutes as written.

3. Shoreland Zoning Maps - Judy provided a summary of the status of where towns are in the distribution, review/revision, and adoption of the digital maps (see Activity Update for details) and the request from DEP to use the GIS model for the other parts of the state where they will be imposing ordinances (see Activity update for details). We are working on a Regional Challenge grant request to allow the UMM GIS lab to assist DEP with this effort.
4. Administration – we reviewed the financial reports. They show a negative net income but this is due to our inability to invoice the USEPA (contract coming soon) for the work done since May, as well as our inability to invoice the 3 state contracts until they are encumbered. All contracts are in the works and we will be able to invoice by end of Sept to close out our fiscal year.
5. Project and activity update (summary hand-outs provided and attached to the end of these minutes) a few updates were added this morning that I had forgotten to include: my award of Professional Planner of the Year from the Maine Association of Planners, the Machias SZ map and the Destination Washington County Expo at the end of September in Machias (see active update attached).
6. Annual General Meeting topic. We were approached by 2 topic offers. The first is to hear from Fred Michaud (Maine DOT) about the concept of a Federal Scenic Byway Designation on Route 1 called the Bold Coast Byway. If supported locally and approved at the state and federal levels will support tourism development but also bring significant federal dollars to the table for improvements to Route 1. The second was a presentation on a tidal barrage energy production project in Cobscook Bay under feasibility development by Normand Laberge. Members felt that the Scenic Byway project had substantially greater regional interest and impact and it was moved, seconded, and unanimously

**APPROVED:** to accept Fred's offer to hear more (at our Annual General Meeting) about the potential and process of pursuing federal scenic byway designation on Route 1 in Washington County.

### **Annual General Meeting**

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

7. Brownfields Assessment Grant - we had a presentation and discussion with Nick Hodgkins of Maine DEP about the Brownfields Assessment funds (\$400,000) that the WCCOG received this year. Representative Dianne Tilton joined us for this part of the meeting.

Lobster dinner!

Respectfully submitted (Activity Update follows)

Judy East

# MEMORANDUM

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

---

## COG news/ new contracts:

- Judy Awarded Professional Planner of the Year award at Maine Association of Planners Annual meeting (Jeremy submitted my name; others endorsed the award including Harold Clossey at SCEC – I am very honored ☺)
- Municipal Dues: FY09 dues all received;
- AGM for FY09 scheduled for October 8 at Bluebird Restaurant 6-8PM
- Contracted with Sandi Duchesne for 8 months to complete Emergency Management Planning work for County contract
- Hosted 2 meetings to review/revise draft Shoreland Zoning maps for initial cluster of towns; completed maps for Columbia, Beddington, Cutler and Calais; revising maps for Machias, East Machias, Alexander, Deblois; waiting for revisions from towns of Addison, Machiasport, Charlotte, first drafts now ready for Dennysville, Jonesboro, Lubec, Northfield, Milbridge, Marshfield, Roque Bluffs, Crawford, Cooper Baileyville; meeting scheduled to review /revise; first drafts of remaining member towns being generated.
- Maine DEP has approached the WCCOG and the UMM GIS lab to use/share the GIS model we have created to assist DEP to create digital Shoreland Zoning maps for all towns who will receive state imposed ordinances
- Responded to numerous technical assistance inquiries for local ordinances

## Municipal Contracts:

**Beddington** – finalizing SZ map revisions after data issues; meeting Sept 8

**Machiasport** – delivered Maritime Handbook.

**Cutler** – completed SZ text, completed parcel map digitizing (some revisions still being completed by GIS lab); preparing for public hearing

**Machiasport Comprehensive Plan Update** – Preparing for submission to SPO

**Perry and Pembroke joint Comprehensive Plan Update** – Committee reviewing final draft; final meeting scheduled prior to submission to SPO for review.

**Cooper Comprehensive Plan** – Completing Transportation chapter, completing Public Facilities, visioning session scheduled Sept 10

**Lubec Comprehensive Plan Update** – Drafted transportation, economic development and marine resources. Survey pending input from committee members.

## CDBG Technical Assistance:

Attended 2 public hearings on FY10 Program Statement (submitted comments re-increase amount for first time Comprehensive Plans); attended CDBG Appreciation Day

**Indian Township** – completed Env Review and all Phase II paperwork; proceed with bids; contracted to provide CDBG administration for Fire Station

**Roque Bluffs/Jonesboro** - completed Env Review and all Phase II paperwork for Fire Station; bid to be awarded in Sept; signed contract for CDBG administration

Various business development grant technical assistance through staff support to SCEC in **Whitneyville, Marion, Trescott, Baileyville, Calais, Machias, Cutler, Machiasport**

Regional Contracts/Activities:

- Received 7 Statements of Qualifications for Brownfields Site Assessments; distributing copies to selection committee; assembled regional advisory committee; received notice that the contract is “in the mail” from USEPA
- Near completion of field work for Scenic Inventory and Assessment; assembling database and final maps in cooperation with HCPC and UMM GIS lab
- Completed a “you are here” map entitled “Discover DownEast and Acadia” for kiosks in Washington and Hancock; printing and laminating copies for distribution around the counties
- Attended 1 meeting of St. Croix Valley Healthy Communities Coalition
- Washington County: One Community – obtained CDBG Planning Grant to prepare MAPP (Mobilizing for Action through Planning and Partnership) assessment county-wide; assisted with Phase II paperwork for CDBG
- Washington County Emergency Management.
  - As noted above – hired sub-contractor Sandi Duchesne
  - Provided notice of Sept 25/09 DHA grant announcement to all towns; assisting with multiple grant applications
  - Continuing assistance to towns on Emergency Operations Plans and Policies and NIMS CAST reporting and public meetings to discuss NIMS requirements (23 towns now compliant with several more near compliance)
  - Continuing work on County Common Communications Plan
  - Assisted Marshfield and East Machias with Aid to Fire Grant – Fire Station Replacement grant submissions (decisions pending end of Sept)
  - Continuing to assist 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 - developing Access database
- Downeast Coastal Multi-Modal Corridor Plan – finalizing text for submission to MDOT
- Bike Ped Assessments complete for Milbridge and Lubec, near completion in Calais and Machias; meetings pending with local officials and committees.
- Assisted consultants for port of Eastport with data and GIS layers to assist with feasibility study of restoring rail from a trans-loading facility in Perry to Calais
- Assisting with organization of “Destination: Washington County 2009 and Beyond” the first alternative energy and telecommunications exposition in Washington County through staff and fundraising support in WCCOG and SCEC staff – to be held Sept 25&26 Ed Pellon Center Machias