

Core Group for a Permanent Solution  
March 22, 2010

Present: TerryAnn Stevens (Dept. of Economics and Community Development), Mac Ray, Jackie Conant, Scotty Kilbreth, Don and Debi Hutchins, Judy Hamilton, Dave Bowen, Gary Dougherty, Rusty Knight, Rob Turnbull and Mitzie Turnbull, Ray Bussiere, Zoe Cowett, Barbara Doloff, Shane Gallant, and Mary Standard (Sun Journal).

**CDBG Phase II: Project Development** TerryAnn Stevens has been assigned as our Office of Community Development (OCD) liaison to help bring Canton through Phase II: project development and Phase III: construction for the \$500,000 to build a replacement dam. She attended this meeting to walk us through the requirements on the project development checklist. Canton completed many of these documents for funding of previous projects with the State. Many will need to be done again because they are more than five years old.

**Advisory Committee formed** - five to seven representatives from the town/s, lake association and water district must be chosen to serve on this new committee. They will oversee the project and a membership list must be submitted to OCD. This group must come up with a policy to handle complaints and concerns as they arise during construction and keep the project moving forward.

**Project Development Reviews and Documentation -**

- Canton Planning Board must submit a letter certifying that the project plans are consistent with the town's comprehensive plan and local ordinances.
- A public hearing notice, with the HUD logo, will be required at some point during Phase II and again during Phase III. It was suggested that the next hearing take place once the final design engineers are hired, most of the Phase II documentation and environmental review is complete and include a "kick off" of the lake associations capital campaign. June or July was suggested and would also allow summer folks to participate.
- Various documents and certifications signed by the Select Board and/or CEO are required because the project is funded by HUD
- Files must be organized in such a way that a new person can come in and take over without difficulty if necessary

This is a straight construction project and many of these certifications will be uncomplicated. Mac will attend Thursday's Select Board meeting to complete the simpler documents and return them immediately to TerryAnn.

**Environmental Review** is required before funds will be made available. AVCOG and the Brownfields Phase I assessment for partnering with IF&W for a proposed public boat ramp upstream of the dam will provide much of the needed information. CDBG funds can only be reimbursed to the town for activities taking place after the environmental clearance date. The only exceptions are advertising for an administrator, engineering and/or architect.

**Finalizing cost estimates** - The budget submitted with the application is current enough to be used. However, cost for the grant administrator and the Request For Qualifications (RFQs) for grant administrator and final design

engineering were not included. It was suggested that the budget be increased by \$5,000.

**Spending CDBG funds** - The environmental clearance date is the date after which drawdown of CDBG funds may begin. An Excel worksheet will be used to keep financial records and all reimbursements will be deposited to the town's general fund account. Construction will require specific standards for bids, wages and paperwork. Funding for the dam project is to come from the CDBG grant, municipal loan from Bangor Savings Bank, the Canton Dam Fund and the Lake Anasagunticook Dam Fund.

**Grant administrator** must be hired as soon as possible.

**Engineers** to complete the final engineering designs and prepare applications for DEP permits is also high on the "to do" list. TerryAnn has provided drafts for use in submitting RFQs for both positions.

**Municipal Brownfields Site Assessment Application** - An environmental health assessment of the property is required before IF&W can commit to partnering with the town to build a public boat ramp upstream of the replacement dam. A "brownfield" is defined by EPA as "real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of hazardous substances, pollutant or contaminants." The purpose of the Brownfields Program is to encourage re-development of these properties. Phase I is a search of historical records to determine if a site could be contaminated from prior land use activities and locate any areas for which soil, water and/or air needs to be sampled in a Phase II assessment. Phase II would consider the levels of contamination found and the future use of the property to determine if and what kind of containment measures are to be required in a Phase III Cleanup.

AVCOG verified that DEP has funds available to cover a Phase I Brownfields assessment and an application from Canton will be submitted to DEP this week. Because of the tannery's use of the property, a Phase II assessment may also be required. It is uncertain if a Phase III and what kind of clean up may be necessary for the proposed municipal use of the property. AVCOG has assured us that funding for each of these phases should be available in the form of grants if needed and encouraged Canton to have a Phase I assessment done for both dam properties.

Assistance with the application has been given by AVCOG and they will continue to support Canton through this process. An anecdotal history of the tannery use of the property will be submitted along with the application. The photo from the cover of Canton's 2007 Annual Report was used for this purpose. Bernard (Canton Planning Bd. member) and Wesley (worked at the tannery) Adams were interviewed to put together the anecdotal history.

**Next Meeting** is scheduled for 6:30 p.m. Monday, April 5<sup>th</sup> at the Canton town office.

Respectfully submitted,  
Judy Hamilton, Secretary