

**Town of Norridgewock**

**TIF Advisory Committee Minutes**

**October 27, 2020**

Vice Chair Becky Ketchum called the meeting to order at 4:06 PM through Zoom, pursuant to 1 M.R.S.A. §403-A. Committee. Committee Members Brandi Ireland, Drew Ketterer, John Malek, Ruth Keister, and Becky Ketchum were present. Also, in attendance for all or parts of the meeting was Town Manager Richard LaBelle and Kerri Everett. Absent was member Jessie Everett.

The minutes of September 22, 2020 were reviewed. Drew motioned acceptance; Becky seconded. All in favor.

Chair John Malek joined the meeting at 4:08 PM.

The minutes of October 13, 2020 were reviewed. John motioned acceptance; Becky seconded. All in favor.

The façade improvement application submitted by The Quimby Child Care Center was reviewed. Drew thanked the application for the level of detail, especially the value of the need for additional childcare in Norridgewock. John inquired as to whether the expenses proposed were inclusive of the total project or solely façade. Kerri stated that the total project is over \$120,000 and that the application is only for façade improvements. She said that special attention was given to many exterior finishes that would restore the building to as close to original as possible. Items that are not included in the proposal include a 30' concrete ramp, repaving the driveway, a new sign, landscaping, among others. This request is related directly to the building façade.

Becky inquired about the portion of the project that would be funded based upon what will actually be visible from the public way. Kerri stated that the proposed prices are already proportioned for three-quarters of the project (front three sides of the building). This is painting, roofing, windows, etc. only for what is visible for what is visible from the public way. Shutters will be refinished for the biggest windows in the house (an estimated 36 shutters). Becky inquired about windows and being historically correct.

John inquired about funding available for the current year. The total available for the façade program under current guidelines is \$29,040. Year to date, \$7,250 has been awarded. If this facility expands successfully, there is potential for an additional 10 employees—employing 20 people total. When the proposed second phase of construction is completed (an additional 42' x 60'), it would employ a full-time cleaning person and cook.

The target date to open the new location will ideally be March 2021. Kerri discussed concerns related to timing, in terms of getting materials and labor in place, which are currently short in supply. The cost of building materials has increased dramatically, as well. Ruth inquired about parking for additional employees; Kerri states that employee parking will be in the rear of the building.

There was a discussion regarding the amount of funding that should be allocated to the project application. In 2020, under current program guidelines, there is only \$21,790.56 available. Drew discussed the value of an existing business looking to expand within the downtown area and that the applicant is making a significant investment. There is great value to the Town in an existing business expanding and meeting a growing demand in the market. Drew made a motion to recommend \$23,898.96 be granted as 50% of the proposed project, as presented; Brandi seconded the motion. It is understood that this motion exceeds the annual allowance currently set forth under the program guidelines. The motion passed unanimously.

The committee had a discussion regarding the wreath building and the potential options for the building. Ruth inquired about the possibility of the Town acquiring the building and seeking a developer for the property. Resident John Keister inquires about lead paint and other hazardous materials that may be in the building. John will discuss potential options with Richard and bring back to the full committee at the next meeting.

The committee has not received any additional information from Lambert's Auto Body; this application will be tabled until such additional information can be provided.

Other Business: John inquired about the status of hiring a photographer to take four season photos of the Town. The Town Manager stated that he has acquired the services of Norridgewock native Jonathan Wheaton to take the project on and is confident in his abilities.

John complimented Becky and Richard on the recent printing of *The Bridge* newsletter. In the next issue, he recommends listing local places to hike and snowshoe. He will pull this information together and share it.

The next meeting is scheduled for December 1, 2020 at 4:00 PM.

Drew motioned to adjourn; Ruth seconded. All in favor.

Meeting adjourned at 5:13 PM.

Respectfully Submitted,

Richard LaBelle

Deputy Secretary, TIF Committee