

**TOWN OF GRAY**  
**GRAY TOWN COUNCIL**  
**AGENDA • APRIL 5, 2022**

**Gray Town  
Council Regular  
Meeting**

**Town Council Chambers**  
**24 Main Street, Gray, ME 04039**  
**<https://us06web.zoom.us/j/84910827653>**  
**Phone 646-558-8656 / Meeting ID: 849 1082 7653**

**7:00 PM**

**I. OPENING STATEMENT**

*This meeting will be held in person and online with the link provided in the agenda header. For the Public Hearings, residents can click in to participate or call in using the number provided during the Public Hearings as detailed in the agenda.*

**II. ROLL CALL**

**III. PLEDGE OF ALLEGIANCE TO THE FLAG**

**IV. MINUTES FROM PREVIOUS MEETINGS 5 MINS**

1. To Review and Approve the Minutes of the Executive Session on February 18, 2022.
2. To Review and Approve the Minutes of the Executive Session on March 1, 2022.
3. To Review and Approve the Minutes of the Town Council Special Meeting on March 8, 2022.
4. To Review and Approve the Minutes of the Town Council Meeting on March 15, 2022.

**V. PUBLIC COMMENTS OF NON-AGENDA ITEMS (LIMIT 3 MINS PER PERSON) 10 MINS**

*Comments are intended for information sharing, not discussion. Comments in excess of three minutes are welcome at the end of the agenda prior to adjournment. Call 646-558-8656 / Meeting ID: 849 1082 7653*

**VI. ADJUSTMENTS TO THE AGENDA 5 MINS**

**VII. PRESENTATION 7:20PM**

1. Budget Summary - Nate Rudy 20 MINS

**VIII. PUBLIC HEARING 7:40PM**

1. FY22-23 Municipal Budget Hearing 10 MINS

**IX. PRESENTATION 7:50PM**

1. Short Term Rentals/Accessory Dwelling Units - Planning Dept Staff 15 MINS w/ Q&A

**X. PUBLIC HEARING 8:05PM**

1. First Reading - To Review and Act Upon Setting a Second Reading and Public Hearing on April 19, 2022 to Consider Amendments to the Zoning Ordinance (Chapter 402). Proposed amendments to section 402.10.14.E of the Zoning Ordinance include increasing the maximum number of attached dwelling units per Multi-Family structure from 6 to 30 only in the VC Zoning District on lots larger than 14 acres. 15 MINS

Proposed motion:

Ordered, the Gray Town Council Sets a Second Reading and Public Hearing on April 19, 2022 to consider adopting the proposed amendments to the Zoning Ordinance (Chapter 402).

**XI. ACTION ITEMS 8:20PM**

1. To Review and Approve the Creation of a Designated Fund for Accrued Employee Vacation and Sick Time. 5 MINS

Proposed motion:

Ordered, the Gray Town Council approves the creation of a designated fund for accrued employee vacation and sick time.

2. To Review and Act Upon the Appointment of Election Officials for a Period of Two Years, Ending April 30, 2024. 5 MINS

Proposed motion:

Ordered, the Gray Town Council approves the proposed election officials for a period of two years, ending April 30, 2024. [See names attached.]

3. To Review and Act Upon the Appointment of the Warden for the June 14, 2022 Election. 5 MINS

Proposed motion:

Ordered, the Gray Town Council appoints Susan Tsukroff as the Warden for the Election to be held on June 14, 2022.

**XII. REPORT FROM THE COUNCIL CHAIR 5 MINS - 8:35PM**

**XIII. REPORT FROM THE TOWN MANAGER 5 MINS**

**XIV. COMMITTEE REPORTS 10 MINS**

**XV. COUNCIL CORRESPONDENCE/ACTIVITIES 5 MINS**

**XVI. ADJOURNMENT 9:00PM**

*\* The Town of Gray is an equal opportunity employer and complies with all applicable equal access to public accommodations law. If you are planning to attend a Town Council or Town committee or board meeting and need assistance with a physical disability, please contact the Town Manager's office at least 48 hours in advance of the meeting to have the Town assist you. 657-3339. TTY 657-3931.*

**TOWN OF GRAY**  
**GRAY TOWN COUNCIL DRAFT MINUTES – February 18, 2022**

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Gray Town Council  
Executive Session

**Online via Zoom**  
<https://us06web.zoom.us/j/86874671733>

**3:30 PM**

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**CALL TO ORDER**

Meeting was called to order at 3:37 p.m.

**ROLL CALL**

Attendee Name	Title	Status
Sandra Carder	Chair	Present
Anne Gass	Vice Chair	<i>Joined meeting later</i>
Dan Maguire	Councilor	Present
Krista Chappell	Councilor	Present
Martin Meaney	Councilor	<i>Joined meeting later</i>
Nate Rudy	Town Manager	Present

**EXECUTIVE SESSION**

**Motion: The Council will enter an Executive Session under MRS Title 1 Chapter 13 Section 405.6.A for matters of Personnel to discuss the Town Manager's evaluation.**

**MOTION:** *by Krista Chappell, seconded by Dan Maguire*

**VOTED:** *3-0 (Passed)*

**ADJOURNMENT**

Meeting adjourned at 5:40 p.m.

**TOWN OF GRAY  
GRAY TOWN COUNCIL  
DRAFT MINUTES – MARCH 1, 2022**

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Gray Town Council	Online via Zoom	5:30 PM
Executive Session	<a href="https://us06web.zoom.us/j/86919079424">https://us06web.zoom.us/j/86919079424</a>	

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**CALL TO ORDER**

Meeting was called to order at 5:30 p.m.

**ROLL CALL**

Attendee Name	Title	Status
Sandra Carder	Chair	Present
Anne Gass	Vice Chair	Present
Dan Maguire	Councilor	Present
Krista Chappell	Councilor	Present
Martin Meaney	Councilor	Present
Nate Rudy	Town Manager	Present
Natalie Burns	Town Attorney	Present

**EXECUTIVE SESSION**

**Motion: The Council will enter an Executive Session under MRS Title 1 Chapter 13 Section 405.6.C for matters of economic development, to include Town attorney Natalie Burns.**

**MOTION:** *by Anne Gass, seconded by Martin Meaney*

**VOTED:** *5-0 (Passed)*

Council entered session at 5:32 p.m.

**ADJOURNMENT**

Session adjourned at 6:08 p.m.

**TOWN OF GRAY**  
**GRAY TOWN COUNCIL DRAFT MINUTES – MARCH 8, 2022**

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Gray Town Council Special Meeting	Henry Pennell Municipal Complex 24 Main Street, Gray, ME 04039	6:00 PM
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**I. OPENING STATEMENT**

This was conducted as a hybrid meeting - via “Zoom” and in-person.

**II. ROLL CALL**

Attendee Name	Title	Status
Sandra Carder	Chair	Present
Anne Gass	Vice Chair	Present
Dan Maguire	Councilor	Present
Krista Chappell	Councilor	Present
Martin Meaney	Councilor	Present

**III. PLEDGE OF ALLEGIANCE TO THE FLAG**

**IV. REVISED ORDINANCE REGARDING FACE COVERINGS ON TOWN PROPERTY**

Responding to new guidelines released by MSAD15 on March 4, 2022 that make face coverings optional in the schools starting on March 9, Recreation Director Anthony Dahms requested that that the Council consider revised ordinance language to allow the Town’s childcare program to follow MSAD-15 guidelines.

Council discussed options including amending and repealing the ordinance. Finance Director and Acting Town Clerk Katy Jewell noted that some staff would be in favor of repealing the ordinance.

Councilor Gass amended her motion from “approve the modified ordinance” to repealing the ordinance.

**Motion: That Council repeal the Ordinance Regarding Face Coverings on Town Property as of 3/9/22.**

**MOTION:** *by Anne Gass, seconded by Martin Meaney*

**VOTED:** *5-0 (Passed)*

**V. ADJOURNMENT:** The following motion was made.

**MOTION:** *by Martin Meaney, seconded by Dan Maguire to adjourn the meeting at 6:12 pm.*

**VOTED:** *5-0 (Passed)*

**TOWN OF GRAY**  
**GRAY TOWN COUNCIL DRAFT MINUTES – MARCH 15, 2022**

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Gray Town Council	Henry Pennell Municipal Complex	7:00 PM
Regular Meeting	24 Main Street, Gray, ME 04039	

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**I. OPENING STATEMENT**

This was conducted as a hybrid meeting - via "Zoom" and in-person.

**II. ROLL CALL**

Attendee Name	Title	Status
Sandra Carder	Chair	Present
Anne Gass	Vice Chair	Present
Dan Maguire	Councilor	Present
Krista Chappell	Councilor	Present
Martin Meaney	Councilor	Present
Nate Rudy	Town Manager	Present

**III. PLEDGE OF ALLEGIANCE TO THE FLAG**

**IV. MINUTES FROM PREVIOUS MEETINGS:** There were edits on all four (4) of the following sets. These edits will be forwarded to Cynthia Schaeffer.

**1. To Review and Approve the Minutes of the Town Council Meeting on January 18, 2022.**

**MOTION:** by Martin Meaney, seconded by Anne Gass to approve the Town Council Meeting Minutes for January 18, 2022.

**VOTED:** 5-0 (Passed).

**2. To Review and Approve the Minutes of the Town Council Meeting on February 1, 2022.**

**MOTION:** by Dan Maguire, seconded by Anne Gass to approve the Town Council Meeting Minutes for February 1, 2022.

**VOTED:** 5-0 (Passed).

**3. To Review and Approve the Minutes of the Town Council Meeting on February 15, 2022.**

**MOTION:** by Anne Gass, seconded by Krista Chappell to approve the Town Council Meeting Minutes for February 15, 2022.

**VOTED:** 5-0 (Passed).

**4. To Review and Approve the Minutes of the Town Council Meeting on March 1, 2022.**

**MOTION:** by Dan Maguire, seconded by Martin Meaney to approve the Town Council Meeting Minutes for March 1, 2022.

**VOTED:** 5-0 (Passed).

**V. PUBLIC COMMENTS OF NON-AGENDA ITEMS (LIMIT 3 MINS PER PERSON).** There were no public comments. This portion of the meeting was closed.

**VI. ADJUSTMENTS TO THE AGENDA.** There were no adjustments made.

**VII. CONSENT AGENDA:**

**1. Emergency Operations Plan.**

**2. Appointment of Chief Kurt Elkanich as Emergency Management Director.**

**3. Appointment of Town Manager Nate Rudy as Health Officer.** The following motion was made.

**MOTION:** by Anne Gass, seconded by Martin Meaney to approve the Consent Agenda.

**VOTED:** 5-0 (Passed).

## VIII. PRESENTATION:

**1. Water Extract Ordinance – Doug Webster, Planning Director.** Doug Webster said this is the proposed draft of the Surface Water Protection Ordinance. This was developed this past summer with one of the summer interns. It was intended for the foundation for the Town to be able to post the public boat launch ramp at Crystal Lake. Legal counsel advised that the Ordinance is needed to be in place to have the authority to post the sign and enforce. This is very basic and came out by the Ordinance Committee with only one change, which is the third line down and contains only one location listed. The Ordinance was crafted to allow for other locations in the future.

The reasoning behind the posting originally came from nearby residents with their frustrations with commercial tank trucks parking there and extracting water. Sandra Carder mentioned saying the public boat launch at Crystal Lake on Mayberry Road. There is no access via Wilkies Beach or the boat ramp. Krista Chappell mentioned having issues with fire ponds with similar issues with commercial vehicles. If this continues to happen, she was advised to contact the Fire Chief. Language needs to be added to prohibit this from any and all fire ponds. All of the three lakes are on the endangered list.

Doug Webster said a list of these areas would be helpful to inform these drivers that there is an Ordinance in effect. This Ordinance can be amended to include other sites.

Doug Webster will make those changes and this will come back to the Town Council for a Public Hearing and First Read once the changes are made and proper notification.

## IX. PUBLIC HEARINGS:

**1. Second Reading & Public Hearing – To Review and Act Upon Adopting Amendments to the Building Code Ordinance (Chapter 201).** Proposed changes to Chapter 201 include clarifying the Town's responsibility for residential electrical inspections; amending the applicable building code from Building Officials and Code Administrators International (BOCA) to the State-required Maine Uniform Building and Energy Code (MUBEC); eliminating specific Town standards for foundations and other elements with applicable State requirements; and amending that appeals of the Code Enforcement Officer's decision are filed with the Gray Zoning Board of Appeals, as established in 402.9.2 of the Zoning Ordinance. Public comment was opened. There was none. The Public Hearing was closed.

Dan Maguire said he had a prior request to include a copy to also placed in the Library. He wanted to know a price on how much it costs. This is a budget item. He commented that this information is available on-line and may be a solution to this problem.

**MOTION:** by Martin Meaney, seconded by Anne Gass, to adopt the proposed amendments to the Building Code Ordinance (Chapter 201).

**VOTED:** 5-0 (Passed).

**2. Second Reading & Public Hearing – To Review and Act Upon Adopting Amendments to the Senior Property Tax Assistance Ordinance (Chapter 305).** Proposed changes to Chapter 305 include reducing the minimum eligibility age from 70 to 65; amending other criteria for participation; clarifying the benefit base; amending application and payment procedures; and amending the timing and method of payments. Public comment was opened. There was none. The Public Hearing was closed.

The marked-up version of the language is included in the packet on Page 117. Dan Maguire asked why can't this be changed into a revolving fund. He said he feels this is creating a dependency. Residents will take advantage of the program. Sandra Cander said this clarifies what was already the intent of the Ordinance. She referred to Page 119 by adding "D." She said anybody having a problem with paying their property taxes should reach out to the Town. Other Councilors agreed with the proposed amendments.

**MOTION:** by Anne Gass, seconded by Martin Meaney to adopt the proposed amendments to the Senior Tax Assistance Ordinance (Chapter 305).

**VOTED:** 4-1 (Passed) (Dan Maguire Opposed).

**3. Second Reading & Public Hearing – To Review and Act Upon Adopting Amendments to the Cable TV Ordinance (Chapter 221).** Proposed changes to Chapter 221 include adding a declaration of findings; adding a statement of intent and purpose; clarifying definitions; adding provisions to strength enforceability and ensure compliance with applicable communications law such as the Open Records Law and the Cable Act; setting system performance standards; amending insurance and indemnification; clarifying and amending the Towns cable franchise administration; adding consumer protection requirements; and amending the ordinance name to Cable Ordinance. Public comment was opened.

**Brad Fogg – 127 Shaker Road** said the Town has worked extremely hard on the Cable TV Ordinance in lieu of the upcoming franchise renewal or agreement. He feels the changes that the Town has posted are extremely necessary. He said since the franchise renewal process had begun about two (2) years ago with GPCOG and 14-16 towns, Bradley Law (the attorney) looked at the Ordinance and set a number of requirements, but is weak in certain spots and recommended some changes. The GPCOG model ordinance was proposed with some minor changes to that. He mentioned franchise fees at 5%, paid support fees at 3%, and the line extension requirement. He said these are the maximum billable amounts. The Town, however, does not need to charge that. The Town can collect whatever they want within the 5% or 3%. They do not need to collect the whole thing. He said pretty

much the entire Town is wired and covered. He supports the Town effort and Ordinance, as amended and had no further comment. There, being no further comment, the Public Hearing was closed.

Dan Maguire asked, "What is the mechanism for deciding the fee and how does that get decided?" Anne Gass responded that this is the negotiation between the cable provider and the Town. Sandra Carder said that is the Bradley Law piece to renew the franchise agreement. Nate Rudy said they will use an assessment of the strategy of the situation will be done at that time. He said the 5% is the maximum amount.

*There was no motion made, however, it was the consensus of the entire Council to adopt the proposed amendments to the Cable TV Ordinance (Chapter 221).*

**4. Second Reading & Public Hearing – To Review and Act Upon Adopting Amendments to the Subdivision Ordinance (Chapter 401).** *The proposed changes to section 401.13.18 include specifically exempting Multi-Family Developments in the Village Center (VC) and Village Center Proper (VCP) Zoning Districts from being required to meet Net Residential Area/Density standards.* Public comment was opened. Sandra Carder read an e-mail from Kathy Tomberelli, who had questions and concerns. She owns parcels in the VC and VCP. She is supportive of the Avesta housing project, but is concerned with the changes that are being applied district-wide. She said CZA and waivers are not always the best mechanism. She feels the district-wide approach may have unintended consequences. There was no further comment. The Public Hearing was closed. The following motion was made.

**MOTION:** *by Anne Gass, seconded by Krista Chappell to adopt the proposed amendments to the Subdivision Ordinance (Chapter 401).*

**VOTED:** *5-0 (Passed).*

After the above motion, Sandra Carder opened this item for discussion from the Board. She said they had a good discussion at the last meeting and she watched the Planning Board meeting. The Planning Board thanked the Council for taking this issue up and expressed concerns. The majority of the Planning Board expressed support for the Avesta project. Included in the packets as Page 197 was a memorandum from Doug Webster, who provided five (5) different options to consider. The CZA approach and Option 5 were good options for the Planning Board. She then asked the Council for thoughts on the five (5) options.

- Anne Gass said she does not want to go to a Contract Zone. She considers Option 3 coupled with Option 5.

She would consider keeping it to the VC area and going with some acreage limitations.

- Sandra Carder commented that there is a housing bill before the state level. She said municipalities need to look where they want density and make changes to allow it.

- Krista Chappell said she was struggling with what's the right approach. She had similar concerns as Kathy Tomberelli. She feels the Town is being reactive to the Avesta project. She has concerns the Town is not looking at the big picture. She likes combining with less sweeping changes only to the VC (Option 5). She said we are seeing the development pressure. A combination of these options would be best.

- Dan Maguire favors the CZA approach. He said the Planning Board needs to be aware of its limitations. He has issues with setbacks. There are no setbacks in the Ordinance as it is. He feels a CZA process is a quicker way to move forward, than a slower way forward.

- Sandra Carder said Avesta is trying to make this work. The only thing left is the density piece. She said this has been a slow haul, since passing the Comp Plan. She likes the combination making the change to the VC and only if Option 5.

Doug Webster said in regards to setbacks, there is a 50-foot perimeter buffer. The Planning Board showed some support for the CZA and limited support for Option 3. They are starting on periphery and working to the core. Other housing elements needs to be looked at. They are trying to create a vision for the village. He said he supports the Town in considering Option 3 to apply only to the VC or a Contract Zone.

In summary, Anne Gass was comfortable with Option 3 and to limit to the VC. Sandra Carder said this would need to go back to First Read and the Planning Board. Sandra Carder, Krista Chappell, and Martin Meaney supported Option 3 also. Dan Maguire stuck with the CZA. He said the Design Standards with these kinds of buildings will be important. The following motion was made.

**MOTION:** *by Anne Gass, seconded by Krista Chappell to table and that a revised Option 3 will be brought back for a First Read at the next Town Council meeting.*

**VOTED:** *5-0 (Passed).*

**5. Second Reading & Public Hearing – To Review and Act Upon Adopting Amendments to the Zoning Ordinance (Chapter 402).** *Proposed changes to section 402.10.14.E include increasing the maximum number of attached dwelling units per Multi-Family structure from 6 to 30 in the VC/VCP Zoning Districts.* Public comment was opened. There was none. The Public Hearing was closed. There was no motion made. This item will not come to the floor.

## **X. ACTION ITEMS**

**1. To Review and Approve an Extension of the Temporary Emergency Ordinance Regarding Face Coverings on Town Property.** Sandra Carder said this is no longer in existence and has been repealed. There was no motion required or made.

**2. To Review and Approve an Extension of the Emergency Amendment to the Building Code Ordinance (Chapter 201).** Doug Webster said the Emergency Amendment to the Building Code Ordinance, per Charter, expires in 60 days after the action. This has 30 days from tonight and needs to be extended in order to have coverage.

The following motion was made.

**MOTION:** by Dan Maguire, seconded by Martin Meaney to approve an extension of the Emergency Amendment to the Building Code Ordinance (Chapter 201) to April 15, 2022.

**VOTED:** 5-0 (Passed).

**XI. REPORT FROM THE COUNCIL CHAIR – Sandra Carder:** Sandra Carder reported that this hybrid meeting is the third test and is much better. They identified a few logistics and are still working on those. She asked if this model is ready for the Planning Board. Dan Maguire will ask Board Members. Doug Webster said that he fully anticipates a fairly full agenda. So far there are two applications and the Self-Storage amendments that take affect. Dan Maguire said there will be some practice, but they will continue as they have been for the April 2022 meeting. Sandra Carder suggested them using a computer to broadcast. She then reported the following:

- Fire/Rescue Awards Banquet is on April 9, 2022 at Spring Meadows at 6:00 pm. Dan Maguire will let the Chief know the head count.
- Comp Plan – There are now two (2) volunteers. She asked Dan Maguire & Krista Chappell on the status of write up/outreach. Krista responded that they are aiming to recruit by April 2022.
- The Joint Planning Board/Town Council Session is April 11, 2022 in the Council Chambers at 6:00 pm..
- Andrew Watson officially resigned from the Planning Board.
- Manny Archibald has conflicts on the Thursday nights.
- Budget Meeting – Thursday, March 17, 2022 at 4:00 pm.
- Budget Meeting next Tuesday, March 22, 2022 at 4:00 pm.
- The Libby Hill Workshop is on March 28, 2022 at Libby Hill for 4:30 pm.
- Final Budget Workshop is on March 29, 2022 at 4:00 pm.
- April 21, 2022 is reserved for a Workshop.
- The Joint Leaders meeting was rescheduled to April 7, 2022.
- GPCOG – She reported a new initiative by the MDOT – “The MDOT Village Partnership” to help revitalize the villages.

**XII. REPORT FROM THE TOWN MANAGER – Nate Rudy:** Nate Rudy reported the resignation of Katy Jewell, Finance Director. He said they will work together on getting the budget process completed. They will go over the Town’s accounts. They will be reviewing several different methods for the transition for the new Finance Director position.

He encourages LD2003 Hearings. He will be planning to attend as an observer tomorrow. Speaker Fecteau has produced an amendment to his bill.

He referred to the Dept. Reports. He thanked them for producing their reports. Due to the COVID-19 spike, the traffic stops were curtained a bit (this is feedback from the Sheriff).

Feedback on the reports included the following. Sandra Carder noted 1,100 people had viewed the Town’s “Facebook” page. The loss consultant complimented the work a status of the building for New Begin. Risk assessment is complicated work. Black Thorn - the Planning Board is resolving. She enjoys the reports. Anne Gass likes seeing the staff reports and what is being worked on. She likes the additional information. Krista Chappell said the Dept. Reports are a really nice window. She mentioned that propane had run out at the Central Station. She asked if this is monitored. Nate Rudy will inquire as to having a sensor added to the tank. She mentioned placing a note regarding Assessor’s as to property taxes due. Nate Rudy mentioned goals on the tracking spreadsheet.

**XIII. COMMITTEE REPORTS:** At this time, Sandra Carder asked for a report out on thoughts with committees, as to how they would like to meet.

**Dan Maguire** commented that the Dept. Reports become part of the permanent record.

The Planning Board met on Thursday, March 10, 2022. The new Board Member was in attendance.

OEC did not meet. Their meeting for this Thursday was postponed, due to a conflict with a budget meeting.

**Anne Gass** – Open Space met. They did not discuss any type of meeting options. Next steps for Open Space. The members will continue to connect with landowners regarding long-term goals with their properties. Kaitlyn Bernard is the new Chair.

**Martin Meaney:** He reported that the Finance Committee meeting was postponed into April.

The Zoning Board of Appeals will meet on March 23, 2022, as a Workshop on setbacks on building houses.

The Blueberry Festival, now named, “*Gray Wild Blueberry Festival*” will meet (in-person) on April 13, 2022 at 6:00 pm. They are looking for a Budget Line Item for \$1,000.

**Krista Chappell** reported that the CEDC will meet tomorrow, March 16, 2022, at 7:00 pm.

The Library meeting will be conducted as a hybrid meeting on March 22, 2022.

The Resiliency Committee will meet March 31, 2022. In response to Sandra Carder’s request, both the CEDC and Resiliency Committee want to remain remote.

**Sandra Carder** stated that the committees will each decide for themselves on how to conduct their meetings.

**Recreation Committee** met on March 7, 2022. They are staying remote.

The Dry Mills Schoolhouse will eventually be moving their meetings to that location. They will be meeting remote on Monday, March 21, 2022, at 4:00 pm.

She reported that the “*Family Skate Night*” was a big success. Over 40 people attended. A vast event was held at New Begin for “*Wheelchair Basketball*.” Summer hiring and summer camp sign-ups are coming up shortly. There is a community-wide event – “*Earth Day*.” GPCOG met today and reviewed FY2023-2024 priorities. The Annual Summit is scheduled May 26, 2022 at 1:00 pm.at St. Joseph’s College.

**XIV. COUNCIL CORRESPONDENCE/ACTIVITIES:** **Dan Maguire** mentioned Ordinance changes and said one was sent to the Town Council.

**Anne Gass** – The Village Planning Charette is the end of May/June. This is a big planning session.

She reported that she had received e-mails regarding the masking requirements for after school/rec. programs.

She referenced an e-mail from Dan Cobb in regards to her labeling him as, “*anti-affordable housing*.” She replied that this was not her intent.

**Martin Meaney** reported that he received an e-mail on March 4, 2022 from Jennifer Frederick – 88 Mayo Road regarding making masking optional.

**Sandra Carder** received a call regarding the Crystal Lake Estates Development on CZA policy.

In regards to the stop/speed limit on the Mayo/Depot Road Intersection, Depot Road is a state road. The MDOT is in charge of speed limits. She would like to know if there are plans to add a sign.

**Krista Chappell** mentioned seeing a comment on that 4-way intersection.

She had also received e-mails on masks at Gray Recreation.

She stated that she had a conversation with Cole Chandler on pending amendments to the VC and VCP.

**XV. ADJOURNMENT:** The following motion was made.

**MOTION:** *by Martin Meaney, seconded by Anne Gass to adjourn the meeting at 9:12 pm.*

**VOTED:** *5-0 (Passed).*

Respectfully submitted,

Doreen M. Christ  
Transcriptionist/Minute Taker - Town of Gray

NATE RUDY,  
TOWN  
MANAGER

APRIL 5, 2022

[NRUDY@GRAYMAINE.ORG](mailto:NRUDY@GRAYMAINE.ORG)

(207) 657 – 3339 X. 5

# FY23 Municipal Budget Proposal Town of Gray, Maine

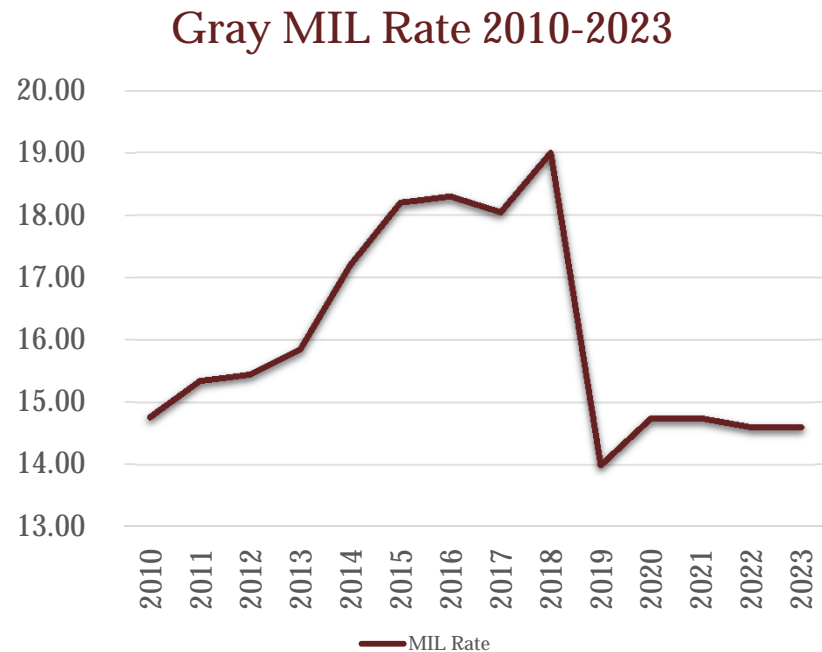
# Thank You!

Many hands helped prepare this proposal. Thank you for your help and guidance:

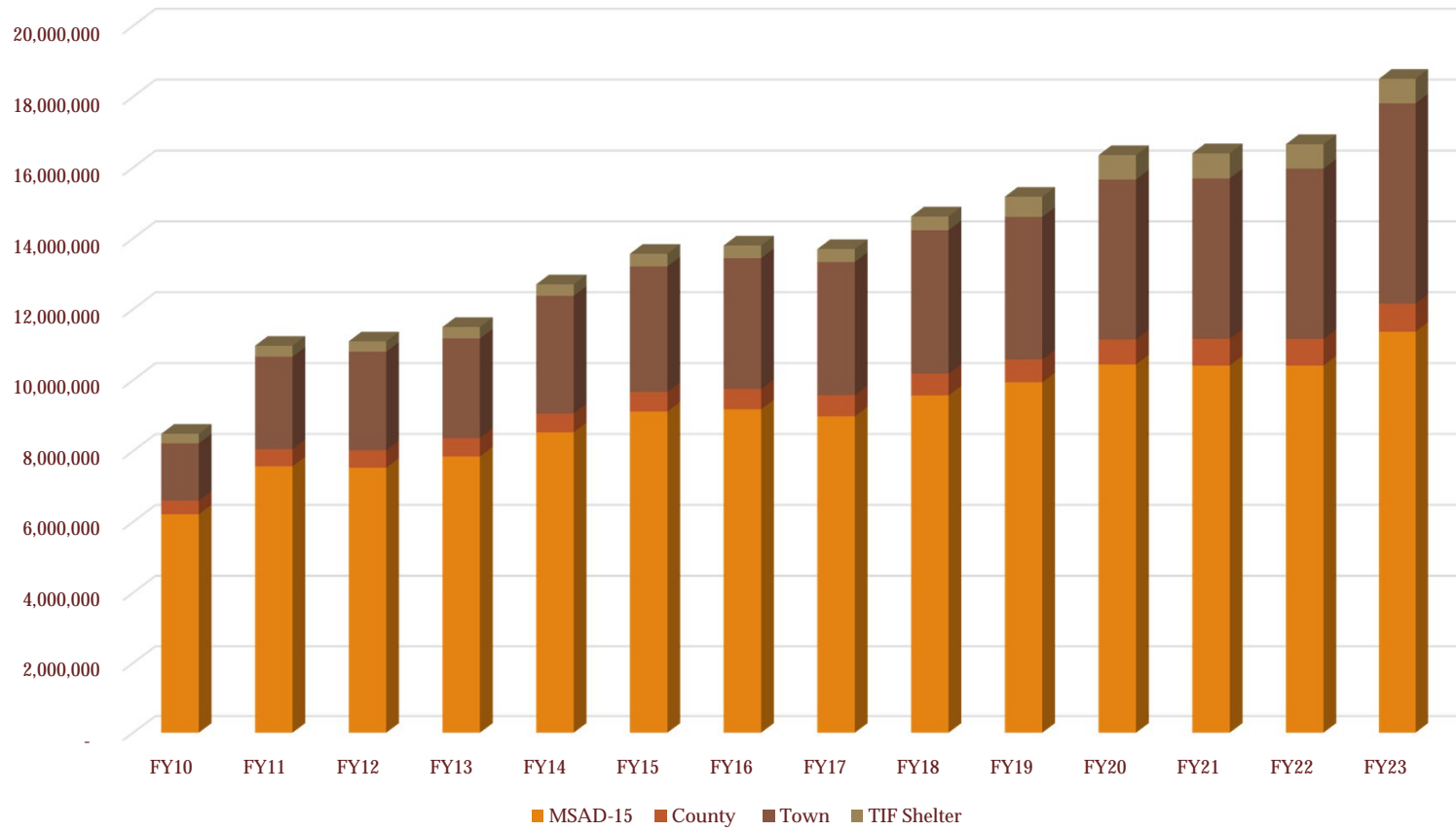
- ❖ Gray Town Council
- ❖ Katy Jewell, Finance Director
- ❖ Lauren Asselin, Town Assessor
- ❖ Gray Department Heads and Program Lead Staff
- ❖ Gray Citizens and Advocates from Organizations Seeking Community Support Funds
- ❖ State of Maine (with special thanks to the Governor and Legislature for full restoration of the statutorily-mandated 5% state revenue sharing to local governments)

# Quick Facts about the proposed FY23 Budget

- ❖ Proposed MIL rate unchanged at 14.61
- ❖ Total Taxable Property Value: \$1.18B
- ❖ Total Revenue Raised from Property Tax: \$15,175,916
- ❖ Property Tax on Average Value Gray Home (\$352,500): \$5,150
- ❖ Appropriations (estimations on TIF and County):
  - ❖ County: \$789,824 (4.3%)
  - ❖ Municipal: \$5,655,301 (30.6%)
  - ❖ TIF Value Sheltered: \$691,682 (3.7%)
  - ❖ School (MSAD-15): \$11,367,204 (61.4%)



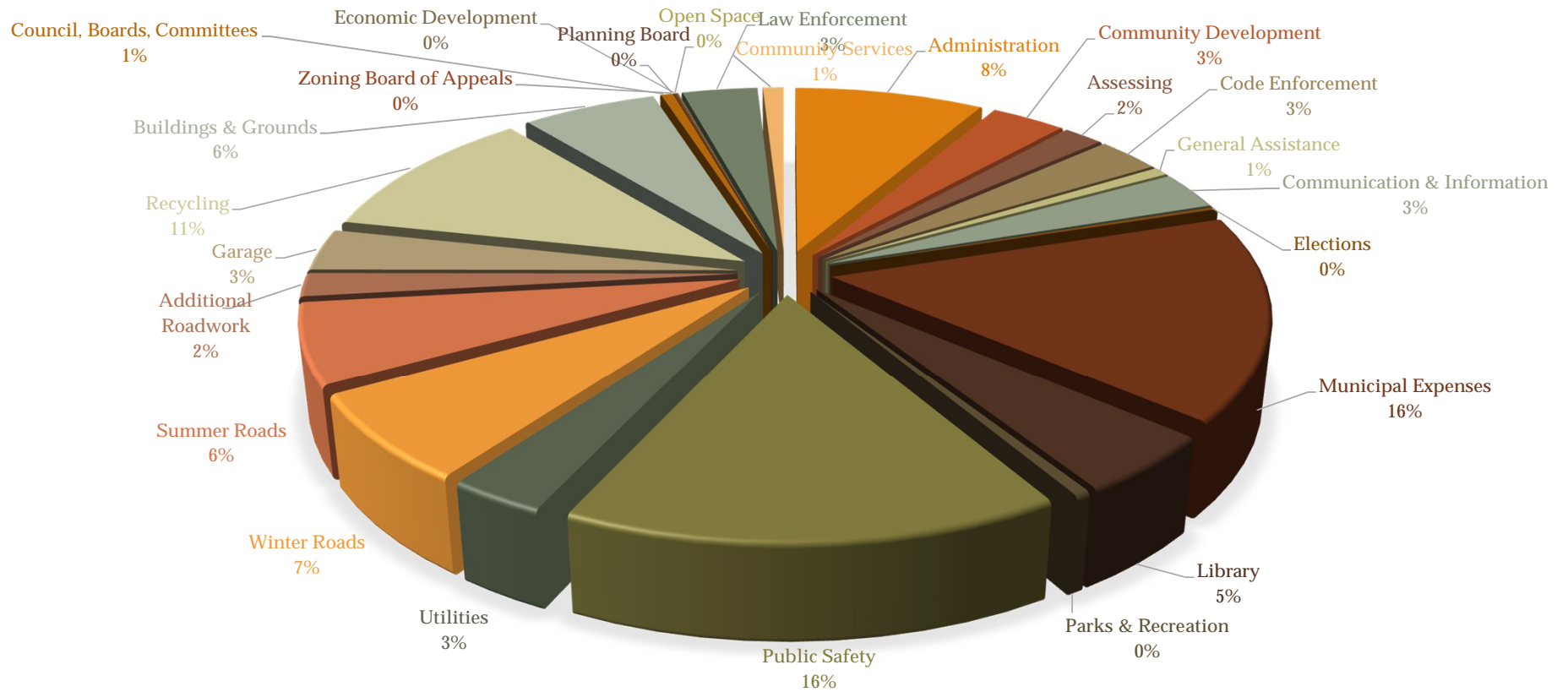
### Proposed FY23 Appropriations vs. Historic



Fiscal Year	Tax Commitment Total	MSAD-15	County	Town	TIF Shelter
FY10	8,485,973	6,211,925	388,677	1,614,188	271,183
FY11	10,970,101	7,565,815	487,078	2,607,596	309,612
FY12	11,094,228	7,528,226	494,319	2,778,935	292,748
FY13	11,497,823	7,843,960	522,070	2,811,341	320,452
FY14	12,702,761	8,526,351	533,667	3,317,058	325,685
FY15	13,564,548	9,111,989	556,042	3,542,346	354,171
FY16	13,798,643	9,174,348	575,217	3,693,446	355,632
FY17	13,699,067	8,977,627	598,865	3,759,086	363,489
FY18	14,617,521	9,565,620	617,664	4,045,618	388,619
FY19	15,175,916	9,937,133	644,903	4,023,995	569,885
FY20	16,349,020	10,442,222	705,647	4,515,875	685,276
FY21	16,401,916	10,412,484	756,334	4,524,275	708,823
FY22	16,660,408	10,412,484	752,213	4,804,029	691,682
FY23	18,504,011	11,367,204	789,824	5,655,301	691,682

## Proposed FY23 Appropriations vs. Historic

## PROPOSED FY23 TOWN BUDGET BY DEPARTMENT (%)



Department	FY 2022			FY 2023		
	Original	Wage Adjustment Allocation	FINAL	Proposed	Increase/ (Decrease) vs Final FY 2022	
Administration	\$622,149.00	\$5,814.00	\$627,963.00	\$689,811.00	\$61,848.00	9.85%
Community Development	\$231,827.00	\$2,651.00	\$234,478.00	\$270,734.00	\$36,256.00	15.46%
Assessing	\$142,097.00	\$2,838.00	\$144,935.00	\$145,930.00	\$995.00	0.69%
Code Enforcement	\$202,331.00	\$4,392.00	\$206,723.00	\$233,895.00	\$27,172.00	13.14%
General Assistance	\$27,698.00	\$0.00	\$27,698.00	\$55,290.00	\$27,592.00	99.62%
Communication & Information	\$204,230.00	\$5,576.00	\$209,806.00	\$246,013.00	\$36,207.00	17.26%
Elections	\$14,211.00	\$0.00	\$14,211.00	\$16,289.00	\$2,078.00	14.62%
Municipal Expenses	\$1,187,679.00	(\$73,175.00)	\$1,114,504.00	\$1,336,687.00	\$222,183.00	19.94%
Library	\$328,633.00	\$3,814.00	\$332,447.00	\$384,065.00	\$51,618.00	15.53%
Parks & Recreation	\$38,020.00	\$0.00	\$38,020.00	\$40,289.00	\$2,269.00	5.97%
Public Safety	\$1,111,202.00	\$12,483.00	\$1,123,685.00	\$1,283,163.00	\$159,478.00	14.19%
Utilities	\$239,184.00	\$0.00	\$239,184.00	\$252,564.00	\$13,380.00	5.59%
Winter Roads	\$518,950.00	\$3,550.00	\$522,500.00	\$565,526.00	\$43,026.00	8.23%
Summer Roads	\$492,359.00	\$4,749.00	\$497,108.00	\$521,358.00	\$24,250.00	4.88%
Additional Roadwork	\$157,503.00	\$0.00	\$157,503.00	\$152,503.00	(\$5,000.00)	-3.17%
Garage	\$240,124.00	\$1,565.00	\$241,689.00	\$272,957.00	\$31,268.00	12.94%
Recycling	\$825,698.00	\$12,783.00	\$838,481.00	\$882,948.00	\$44,467.00	5.30%
Buildings & Grounds	\$445,642.00	\$12,960.00	\$458,602.00	\$491,424.00	\$32,822.00	7.16%
Council, Boards, Committees	\$40,715.00	\$0.00	\$40,715.00	\$43,515.00	\$2,800.00	6.88%
Zoning Board of Appeals	\$1,700.00	\$0.00	\$1,700.00	\$1,750.00	\$50.00	2.94%
Planning Board	\$4,475.00	\$0.00	\$4,475.00	\$7,025.00	\$2,550.00	56.98%
Economic Development	\$8,950.00	\$0.00	\$8,950.00	\$5,830.00	(\$3,120.00)	-34.86%
Open Space	\$1,000.00	\$0.00	\$1,000.00	\$1,500.00	\$500.00	100.00%
Law Enforcement	\$288,081.00	\$0.00	\$288,081.00	\$274,591.00	(\$13,490.00)	-4.68%
Community Services	\$32,075.00	\$0.00	\$32,075.00	\$76,384.00	\$44,309.00	138.14%
<b>TOTAL GENERAL FUND EXPENSES</b>	<b>\$7,406,533.00</b>	<b>\$0.00</b>	<b>\$7,406,533.00</b>	<b>\$8,252,041.00</b>	<b>\$845,508.00</b>	<b>11.42%</b>
<b>TOTAL GENERAL FUND REVENUE</b>	<b>\$3,524,651.00</b>		<b>\$3,524,651.00</b>	<b>\$4,216,740.00</b>	<b>\$692,089.00</b>	<b>19.64%</b>
<b>TOTAL NET GENERAL FUND BUDGET</b>	<b>\$3,881,882.00</b>		<b>\$3,881,882.00</b>	<b>\$4,035,301.00</b>	<b>\$153,419.00</b>	<b>3.95%</b>
<b>Capital Projects</b>	<b>\$1,765,000.00</b>		<b>\$1,765,000.00</b>	<b>\$2,455,000.00</b>	<b>\$690,000.00</b>	<b>39.09%</b>
<b>TOTAL CAPITAL RESERVE FUND EXPENSES</b>	<b>\$1,765,000.00</b>		<b>\$1,765,000.00</b>	<b>\$2,455,000.00</b>	<b>\$690,000.00</b>	<b>39.09%</b>
<b>TOTAL CAPITAL RESERVE FUND REVENUE</b>	<b>\$500,000.00</b>		<b>\$500,000.00</b>	<b>\$835,000.00</b>	<b>\$335,000.00</b>	<b>167.00%</b>
<b>TOTAL NET CAPITAL RESERVE FUND BUDGET</b>	<b>\$1,265,000.00</b>		<b>\$1,265,000.00</b>	<b>\$1,620,000.00</b>	<b>\$355,000.00</b>	<b>28.06%</b>
<b>TOTAL PROPOSED FY 2023 BUDGET</b>	<b>\$5,146,882.00</b>		<b>\$5,146,882.00</b>	<b>\$5,655,301.00</b>	<b>\$508,419.00</b>	<b>9.88%</b>

Budget Item	FY23 Dept Request	FY23 Manager Request	FY23 Proposal	FY23 Proposed % Incr. vs FY22	FY23 Proposed \$ Incr. vs FY22
Capital Reserves	\$ 1,765,000	\$ 2,000,000	\$ 2,455,000	39%	\$ 690,000
FT Wage Market Correction and COLA / Performance	\$ 80,000	\$ 215,000	\$ 215,000	169%	\$ 208,175
Transfer Station Tipping Fees	\$ 298,070	\$ 341,750	\$ 341,750	15%	\$ 43,680
Royal River Land Trust Parking Area (One Time)	\$ -	\$ -	\$ 30,000	100%	\$ 30,000
PW Salt	\$ 205,000	\$ 235,000	\$ 235,000	15%	\$ 30,000
General Assistance Rental Payments	\$ 15,000	\$ 40,000	\$ 40,000	167%	\$ 25,000
Emergency Management Contingency Fund (New)	\$ -	\$ 20,000	\$ 20,000	100%	\$ 20,000
PW Road Striping & Crosswalks	\$ 75,300	\$ 90,300	\$ 90,300	20%	\$ 15,000
Staff Computers and Technology Updates	\$ 3,900	\$ 14,173	\$ 16,473	322%	\$ 12,573
Senior Tax Assistance Program	\$ -	\$ 12,500	\$ 12,500	100%	\$ 12,500
Hydrant Fee from GWD	\$ 213,384	\$ 224,064	\$ 224,064	5%	\$ 10,680
Vac/Sick Accrual Payout Fund	\$ 25,000	\$ 25,000	\$ 35,000	40%	\$ 10,000
Continuing Education for Town Mgr	\$ 5,000	\$ 5,000	\$ 14,700	194%	\$ 9,700

## Major Expense Budget Increases FY23 vs FY22 (over \$10,000)

Budget Item	FY23 Dept Request	FY23 Manager Request	FY23 Proposal	FY23 Proposed % Decr. vs FY22	FY23 Proposed \$ Decr. vs FY22
County Sheriff Contract	\$ 276,909	\$ 264,691	\$ 264,691	-4.41%	\$ (12,218)
Transfer Station Hauling Fees	\$ 123,000	\$ 111,984	\$ 111,984	-8.96%	\$ (11,016)
Plowing/Sanding Private Roads	\$ 155,000	\$ 150,000	\$ 150,000	-3.23%	\$ (5,000)
Newbegin Building Supplies / Maintenance	\$ 10,000	\$ 6,000	\$ 6,000	-40.00%	\$ (4,000)
Workers Compensation Insurance	\$ 100,955	\$ 97,698	\$ 97,698	-3.23%	\$ (3,257)
TRIO Accounting Software Contract	\$ 19,429	\$ 16,256	\$ 16,256	-16.33%	\$ (3,173)
Community Development Advertising	\$ 3,350	\$ 3,350	\$ 280	-91.64%	\$ (3,070)
Cemetery Maintenance	\$ 33,050	\$ 30,500	\$ 30,500	-7.72%	\$ (2,550)
Library Building Supplies / Maintenance	\$ 7,500	\$ 5,000	\$ 5,000	-33.33%	\$ (2,500)
Dept. of Assessment Computer Support	\$ 2,685	\$ 675	\$ 675	-74.86%	\$ (2,010)

## Major Expense Budget Decreases FY23 vs FY22 (over \$2,000)

## Other Notable Expense Increases

- ❖ Vehicle Gas and Diesel cost increases due to global market fluctuations
- ❖ Heating Fuel cost increases expected, but we are locking in affordable rates as we can find them
- ❖ Legal Services Rate Increase – Town has issued request for proposals
- ❖ Competitive Wage Adjustment for Part Time and Seasonal Employees for staff retention and recruitment
- ❖ Employee Retirement Fund match increase due to wage adjustments
- ❖ Employee Cost of Living Adjustment (COLA) – 2%
- ❖ Performance Based Wage Adjustment – up to 2% based on individual, department, and Town goal achievement

# Capital Improvement Plan and Town Facility Use Study

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Town of Gray contracted Port City Architecture to conduct a Facility Use Study of Town buildings (2021)



Short- and long-term repair / use recommendations will be part of multi-year CIP planning and budgeting



Reduced call company firefighter response has made Village Station a smaller part of GFR operations



Buildings and Grounds Department will move to the Village Station building



Gray Fire and Rescue will consolidate vehicles and operations to Central Station and Dry Mills Stations



Other recommendations of the Facility Use Study are represented in the FY23 CIP budget

# Proposed Wage Corrections vs. Comparable Municipalities

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In FY22 the Town Manager conducted a wage and benefit survey of twelve comparable municipal governments based on property tax valuation and population size.

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Town Manager wage analysis shows that 64% of full-time employees are paid less than median wage of comparable municipalities.

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Interruptions to Town business continuity and service levels make staff recruitment and retention a top priority.

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The current “market” for top talent is very competitive and inflation has been extremely high in the past year (CPI 7.5%).

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Town Manager recommends wage corrections over a two-year period starting in FY23, to bring wages to at least the median wage of comparable municipalities.

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Wage corrections are separate from cost-of-living adjustments (COLA) and performance-based incentives.

# Proposed Wage Corrections vs. Comparable Municipalities

- ✓ To help mitigate the mil rate implication of the increase, the Town Manager's proposed wage correction will be split over two fiscal years.
- ✓ Total wage correction is an 8.1% increase over the current budgeted wages for the affected positions.
- ✓ Town Manager compensation and Gray Firefighter's Union contract negotiated separately.

Total Change	FY23 Increment Change	FY24 Increment Change
\$185,438	\$110,800	\$74,642
8.1%	4.8%	3.2%

# Major Revenue Budget Changes FY23 vs. FY22 (over \$10,000)

Revenue Budget Item	FY 2022 Budget	FY 2023 Proposed Budget	% Increase	\$ Increase
Route 100 TIF Transfer to Capital Fund	\$ 245,410	\$ 995,000	305%	\$ 749,590
State Revenue Sharing	\$ 656,894	\$ 1,123,991	71%	\$ 467,097
Unassigned Fund Balance Transfer to Capital Fund	\$ 500,000	\$ 835,000	67%	\$ 335,000
Light Iron Recycling	\$ 33,000	\$ 65,000	97%	\$ 32,000
Recreation Enterprise Fund Transfer to General Fund	\$ -	\$ 30,000		\$ 30,000
Auto Excise Tax	\$ 1,825,000	\$ 1,850,000	1%	\$ 25,000
Building Permit Fees	\$ 133,000	\$ 155,000	17%	\$ 22,000
GA Reimbursement from State	\$ 10,000	\$ 31,675	217%	\$ 21,675
Cardboard Recycling	\$ 10,000	\$ 26,000	160%	\$ 16,000
Rescue Service Fees	\$ 270,000	\$ 285,000	6%	\$ 15,000
Interest on Delinquent Taxes	\$ 50,000	\$ 60,000	20%	\$ 10,000
Clerk Fees-Auto Registrations	\$ 34,000	\$ 39,500	16%	\$ 5,500

# Major Revenue Budget Changes FY23 vs. FY22 (over \$10,000)

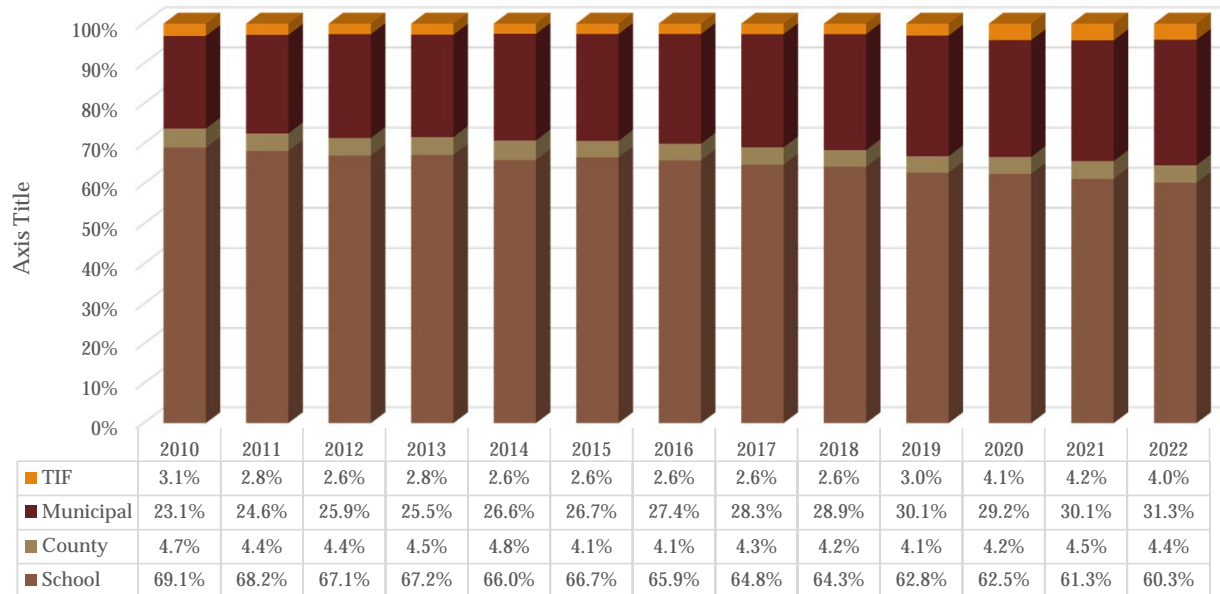
Revenue Budget Item	FY 2022	FY 2023		\$ Increase
	Budget	Proposed Budget	% Increase	
General Fund				
Miscellaneous Revenue	\$3,524,151	\$4,155,238	17.9%	\$631,087
Revenue to General Fund from Town Fund Transfers	\$500	\$61,502	12200.4%	\$61,002
<b>TOTAL PROPOSED GENERAL FUND REVENUE:</b>	<b>\$3,524,651</b>	<b>\$4,216,740</b>	<b>19.6%</b>	<b>\$692,089</b>
Other Transfers:				
Unassigned Fund Balance	\$500,000	\$835,000	67.0%	\$335,000
Village TIF Transfer	\$75,000	\$50,000	-33.3%	-\$25,000
Route 100 TIF Transfer	\$245,410	\$995,000	305.4%	\$749,590
<b>TOTAL PROPOSED CAPITAL RESERVE FUND REVENUE:</b>	<b>\$820,410</b>	<b>\$1,880,000</b>	<b>129.2%</b>	<b>\$1,059,590</b>
<b>TOTAL PROPOSED FY 2023 REVENUE:</b>	<b>\$4,345,061</b>	<b>\$6,096,740</b>	<b>40.3%</b>	<b>\$1,751,679</b>

# LD 1 Summary

- ❖ In 2004, Maine passed the municipal “expenditure cap” known as “LD 1”. Under this statute, the annual percent increase in the municipal (non-school and non-county) property tax levy is subject to a maximum cap based on both a statistical income growth percentage established by the state, as well as a property growth limit calculated using the municipality’s valuation information provided by the Town’s Assessor.
- ❖ This cap only applies to the Town’s portion of the budget—there is no cap on School or County budgets.
- ❖ Any expenditures above the cap require approval by the Town voters.
- ❖ Given the number of years LD 1 has been in effect and the fluctuation of State Revenue Sharing, the cap needs to be lifted almost every year in conjunction with the approval of new budgets.

# FY10-FY22 Historic Appropriations

Gray Tax Appropriation History 2010-2022



Note: Chart shows % of Total Assessment but not Change in Amount of Assessment from Year to Year

## Preparing for Gray's Future: Staffing, Training, Resiliency, and Resourcefulness

- ❖ Reorganization goals include a Director of Human Resources (Department Head level) and enhanced professional development and training support for all Town staff
- ❖ New Hires include a Town Clerk (Department Head level) and an Administrative Assistant to help with workload challenges in the Departments of Planning and Code Enforcement
- ❖ An Assistant Library Director will help enrich library services and support the Town moving the IT and Communications Department management to the Library
  - ❖ Increased staff support will help the Town address increasing cyber-security threats and maintain web-based outreach and citizen self-service portals.
- ❖ Two new full-time Firefighter/EMS employees to help Gray Fire and Rescue respond to higher call volume and less dependence on per-diem and call firefighters
- ❖ Continuity Planning across all departments to focus on resiliency, cross-training, disaster recovery, and succession planning for Assistant Department Heads including Foremen and Public Safety Officers

# Implementing the 2020 Comprehensive Plan

- ✓ Staff are focused on implementing goals of the 2020 Comprehensive Plan and priorities set by Town Council
- ✓ Council seeks flexibility on possible strategic real estate negotiations related to infrastructure and open space
- ✓ Council seeks flexibility on investing TIF funds in planning and design for Yarmouth Road and Gray Village
- ✓ FY23 budget appropriations for Planning Department contracted services will help with ordinance revisions and project management

## Gray Comprehensive Plan September 15, 2020



# Planning for Gray Village

FY23 budget appropriations include funding for Planning Department contracted services such as engineering and design

Planning staff, Public Works, and Town Council will work with the Town Manager and the Maine Department of Transportation on road construction projects on Yarmouth Road / Route 115 and Main Street / Route 100 in FY23 and beyond

Gray will begin a public engagement effort this year and host a community driven design of Town-owned property in Gray Village, the Main Street streetscape, and bike-ped amenities to connect residents and citizens with businesses and other community resources

Our goal is to invest in Gray Village as a place that attracts new business and real estate investment and meets other community needs

# Conclusion

- ❖ No Change in FY23 MIL rate vs. last year's rate
- ❖ Most property owners will not experience a tax increase
- ❖ Increased revenue sharing is part of why we require an LD-1 override
- ❖ Without fiscally-responsible, sustainable growth and development the cost of Town business to property taxpayers will increase
- ❖ Thoughtful investments in future growth and development planning are a pathway to long term financial stability and managing property taxes
- ❖ Town staff is aligned around development plans laid out in the 2020 Comprehensive Plan
- ❖ Gray has tremendous potential for fiscally responsible, smart growth that will keep the town vital, safe, and prosperous

# Nate Rudy, Town Manager

[nrudy@graymaine.org](mailto:nrudy@graymaine.org)

(207) 657 – 3339 x. 5

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QUESTIONS AND COMMENTS?

## **PUBLIC NOTICE**

### **TOWN OF GRAY, MAINE**

Notice is hereby given that the Gray Town Council will hold a Public Hearing on April 5, 2022, at 7:00 p.m. at the Town Council Chambers in the Henry Pennell Municipal Complex, 24 Main Street, Gray Maine, to receive public comment on the FY 2022-2023 Budget. The public can also join the meeting remotely by using the link which will be provided on the Town Website, the day of the meeting.

Citizens are encouraged to visit the town website at [www.graymaine.org](http://www.graymaine.org) or call **34** the Town Manager at 657-3339 for more information.

# MEMO

March 30, 2022

From: Community Development Staff

To: Town Council,  
Town Manager Nate Rudy

RE: Short-term rental ordinance proposal

Short-term rentals (STRs) are found through websites/apps such as Airbnb, Vrbo, or Vacasa. These services allow one or more people to rent out another person's home, a room within their home, or another accommodation on their property, for a brief period of overnight stays.

Most Maine communities, especially those with waterfront or tourist attractions, are impacted by this type of use and several have enacted ordinances of varying complexity to mitigate the negative impacts. While hosting a short-term rental can be a good way for a homeowner to draw income from their property, STRs can also:

- Change the dynamic of a neighborhood by replacing resident community members with transient visitors
- Create traffic, speeding and parking issues, particularly around tourist areas such as lakes and ponds
- Reduce the Town's housing stock by eliminating the availability of these properties to be used as long-term homes
- Present safety/code enforcement concerns when homes intended for single-occupant residential use are effectively converted into a hotel-style accommodation use

The Town of Gray has no information or oversight regarding STRs within the town at this time and we are proposing that the council consider an ordinance that would institute some standards.

The Ordinance Advisory Committee reviewed this issue at their meeting of March 24, 2022. OAC members expressed support of **Option 2**, as it would set enforceable standards to give the Town some authority to mitigate negative impacts of this type of use.

Attached are two draft versions of a short-term rental ordinance for the Town of Gray, which would give the Town some control over this use. These versions vary significantly in their level of restriction and are included here for council consideration and discussion.

**Option #1** would align the STR Ordinance to the Town's existing "Accessory Apartments" ordinance (attached, pages 6-8).

As proposed, this draft ordinance **will not allow**:

- STRs in mobile homes, campers, recreational vehicles, travel trailers, tents, and other nonpermanent structures
- STRs within the Shoreland Zone

- More than one STR on a single lot
- STRs in a detached accessory structure that does not share a common wall with the principal structure, such as a guest house/cabin or garage
- STRs in a multi-family or duplex
- STRs that are more than 660 sf

Additionally, it will require the homeowner to submit documentation showing the SSWD system meets First Time System criteria or will be upgraded to such standards.

Note: Based on review of STR listings on various platforms, these restrictions will impact several STRs currently in operation, including those at/in waterfront homes and those that rent out entire homes or rooms in detached structures.

*See Page 4 for the full draft text of Option #1.*

**Option #2** would retain the restriction on STRs in non-permanent structures but is otherwise less restrictive and would require STR hosts only to register with the town and attest to meeting basic standards such as fire and code compliance, as well as providing a bathroom and parking space.

*See Page 5 for the full draft text of Option #2.*

## **EXAMPLES**

Below are examples of existing STRs in the Town of Gray for your reference, based on a search of Vrbo and Airbnb on Dec. 15, 2021 for a summer 2022 stay. Most are entire single-family homes, many are waterfront.

Waterfront home on Forest Lake in Gray, Maine. Perfect for 1 or 2 couples.

[Waterfront home on Forest Lake in Gray, Maine. Perfect for 1 or 2 couples. - Gray \(vrbo.com\)](#)

Tentrr Signature Site - Two Eagles Campsite (A large tent)

[Tentrr Signature Site - Two Eagles Campsite - Gray \(vrbo.com\)](#)

BEAUTIFUL LAKEFRONT RETREAT ON A PRIVATE 1 ACRE CRYSTAL LAKE LOT

[BEAUTIFUL LAKEFRONT RETREAT ON A PRIVATE 1 ACRE CRYSTAL LAKE LOT - Gray \(vrbo.com\)](#)

WATERFRONT CUSTOM LAKEHOUSE on Little Sebago Lake

[WATERFRONT CUSTOM LAKEHOUSE on Little Sebago Lake - Houses for Rent in Gray, Maine, United States \(airbnb.com\)](#)

Birchwood on Little Sebago (entire residential home)

[Birchwood on Little Sebago - Houses for Rent in Gray, Maine, United States \(airbnb.com\)](#)

Modern Lakefront Home on Little Sebago Lake

[Modern Lakefront Home on Little Sebago Lake - Houses for Rent in Gray, Maine, United States \(airbnb.com\)](#)

Year-Round Lake House! (Forest Lake)

[Year-Round Lake House! - Houses for Rent in Gray, Maine, United States \(airbnb.com\)](#)

Completely empty lake house crystal lake Maine

[Completely empty lake house crystal lake Maine - Cottages for Rent in Gray, Maine, United States \(airbnb.com\)](#)

Rustic Red Cabin

[Rustic Red Cabin - Cabins for Rent in Gray, Maine, United States \(airbnb.com\)](#)

## OPTION #1 DRAFT STR ORDINANCE FOR GRAY

### *Aligned with the Accessory Apartment Zoning Standards (402.7.9)*

#### DEFINITION

Short-Term Rental: A permanent single-family dwelling at which a single overnight accommodation (for one or more persons) is available to rent for a tenancy of less than thirty (30) consecutive calendar days, excluding motels, hotels, and bed and breakfasts.

#### INTENT AND PURPOSE

The Town of Gray seeks to balance the desire of property owners to rent their properties to short-term tenants and the desire of residents to preserve the character of their residential neighborhoods. The purpose of this ordinance is to minimize the negative impacts of transient occupation on adjacent residents, to maintain housing availability for long-term residents and to protect the public safety of visitors and residents. This ordinance is applicable to all short-term rentals, both those existing prior to enactment of the ordinance and those that are new.

#### SHORT-TERM RENTAL REQUIREMENTS

The owner of the property on which the short-term rental is located must register with the town prior to advertising, renting or operating a short-term rental unit. Registration forms will be available via the Town website or at the Town Clerk's office and must be submitted to the Town Clerk on an annual basis, due January 2 of each year.

The annual registration fee will be established by the Town Council. (*Suggested: \$25*) The town will charge a penalty fee of (*suggested doubled at \$50*) for properties in violation of the STR ordinance, for those properties not registered by May of the calendar year in which the STR is operating.

The registration form will require property owners to submit the following information for short-term rental operation:

- location, including street address and map/lot;
- period of rental availability during the calendar year;
- contact information for the property owner

Property owners must also confirm that their STR unit complies with the following performance standards:

#### PERFORMANCE STANDARDS

1. Short-term rentals are subject to the same standards as apply to accessory apartments in **Section 402.7.9**, in addition to the standards listed below:
2. There shall be at least one full bathroom, shared or private, available for the rental unit.
3. Emergency contact information shall be posted in all rental units and shall include the name(s), 24-hour phone number(s), and email address(es) of the property owner and/or manager.

-END-

## OPTION #2 DRAFT STR ORDINANCE FOR GRAY

### DEFINITION

Short-Term Rental: A permanent single-family, duplex, or multi-family dwelling at which one or more overnight accommodations are available to rent for a tenancy of less than thirty (30) consecutive calendar days, excluding motels, hotels, and bed and breakfasts.

### INTENT AND PURPOSE

The Town of Gray seeks to balance the desire of property owners to rent their properties to short-term tenants and the desire of residents to preserve the character of their residential neighborhoods. The purpose of this ordinance is to minimize the negative impacts of transient occupation on adjacent residents, to maintain housing availability for long-term residents and to protect the public safety of visitors and residents. This ordinance is applicable to all short-term rentals, both those existing prior to enactment of the ordinance and those that are new.

### SHORT-TERM RENTAL REQUIREMENTS

The owner of the property on which the short-term rental is located must register with the town prior to advertising, renting or operating a short-term rental unit. Registration forms will be available via the Town website or at the Town Clerk's office and must be submitted to the Town Clerk on an annual basis, due January 2 of each year.

The annual registration fee will be established by the Town Council. (*Suggested: \$25*) The town will charge a penalty fee of (*suggested doubled at \$50*) for properties in violation of the STR ordinance, for those properties not registered by May of the calendar year in which the STR is operating.

The registration form will require property owners to submit the following information for short-term rental operation:

- location, including street address and map/lot;
- number of overnight accommodations available for rental
- period of rental availability during the calendar year;
- contact information for the property owner and/or manager

Property owners must also confirm that their STR unit complies with the following performance standards:

### PERFORMANCE STANDARDS

1. Properties used for short-term rentals must comply with applicable building and fire safety codes. The code enforcement officer is authorized to inspect the STR property upon receipt of any code violation complaint.
2. Property owners must provide at least one 9'x18' off-street parking space per rental unit during the time period/season when the unit is available for rental.
3. There shall be at least one full bathroom, shared or private, available for each rental unit.
4. Emergency contact information shall be posted in all rental units and shall include the name(s), 24-hour phone number(s), and email address(es) of the property owner and/or manager.

-END-

## **402.7.9 Accessory Apartments**

### **A. General Standards:**

1. Accessory Apartments shall only be located within a single-family dwelling (SFD), or a structure permanently attached to the SFD by common walls and a permanent roof meeting the aesthetic standards below in Section 402.7.9.C.
2. Accessory Apartments are specifically prohibited in, on, or within any of the following:
  - a. any detached accessory structure such as a separate garage;
  - b. any structure or parcel located in the Shoreland Zone;
  - c. any duplex or multi-family dwelling;
  - d. any SFD located on a back-lot that utilizes a right-of-way less than fifty (50) feet wide;
  - e. any individually owned lot in a Cluster/Open Space subdivision that contains less than 75% of the minimum lot size for the zoning district in which the property is located;
  - f. any lot that contains less than 75% of the minimum lot size for the zoning district in which the property is located, existing non-conforming lots of record;
  - g. any lot that contains one or more principal commercial use(s) either on the parcel or in any structure located on such lot; or
  - h. any lot than contains less than 20,000 square feet.
3. Only one accessory apartment is allowed per lot, and only on a lot that the CEO has determined the primary use to be a SFD.
4. Accessory Apartments are permitted uses, on lots which meet the minimum required lot area and street frontage for the zoning district in which the lot is located. For lots in Cluster/Open Space subdivisions with commonly owned area, only the lot that is individually owned may be used for the purposes of this determination; fractional ownership of Open Space or other land may not be counted for this purpose.
5. Accessory Apartments are conditionally allowed, subject to Planning Board approval, on lawfully existing non-conforming lots of record provided that the lot size is at least 75% of the minimum lot size for the zoning district in which the lot is located. For example, a lot in a zoning district that requires 80,000 square feet for the minimum lot size must contain at least 60,000 sq. ft. For lots in Cluster/Open Space subdivisions with commonly owned area, only the lot that is individually owned shall be used for the purposes of this determination; fractional ownership of Open Space or other land may not be counted for this purpose.
6. The maximum square footage of finished living area for accessory apartments is six-hundred and sixty (660) square feet. The Zoning Board of Appeals shall not have the authority to increase this maximum finished living area by variance or otherwise.
7. Although an existing single-family dwelling may be expanded or utilized for the purposes of creating an Accessory Apartment, no portion of an Accessory Apartment shall be located within minimum lot line setbacks, including non-conforming structures of record.

8. In addition to any off-street parking required for the SFD, there must be at least one year-round off-street parking space for use by the Accessory Apartment occupant(s). There must also be sufficient space on the site for vehicular turnarounds without having to back out onto the street.

9. One Home Occupation use may be conducted, as otherwise allowed under the Ordinance, as an accessory use to either an Accessory Apartment or an existing SFD, but not both. Solely for the purposes of this paragraph 9, In-Home offices are not considered a Home Occupation.

10. Accessory Apartments must comply with applicable building and fire safety codes.

11. Accessory Apartments must have shared common utilities, such as water, electricity, etc.

#### B. Ownership Standards:

1. Ownership of the existing SFD and the Accessory Apartment must be held by the same person(s).

2. Either the existing SFD or the Accessory Apartment must be owner-occupied. "Owner-occupied" means that either the existing SFD or the Accessory Apartment must be occupied by a person(s) who has a legal ownership and bears risk of decline in value of the property and who receives any payment from the lease or rental of the property.

#### C. Aesthetics:

1. Accessory Apartments shall retain and respect the existing streetscape, character of the neighborhood, and preserve the SFD appearance, architectural style, and character of the dwelling.

2. Any exterior modifications to the SFD associated with the construction or installation of the Accessory Apartment must be consistent with architectural style and character of the SFD in terms of exterior materials, roof pitch/form, and window type/spacing.

3. Any exterior alteration of the SFD must preserve the formal, front entrance of the building in order to maintain the SFD appearance and architectural style of the building.

4. Exterior stairs more than five (5) feet above final finished grade shall be enclosed and are restricted to the rear and sides of the SFD wherever practicable provided that they are integrated into and consistent with the architecture of the building.

5. Accessory Apartments shall have a full common wall with the principal dwelling.

6. In the event that the Code Enforcement Officer and the applicant for the Accessory Apartment cannot agree on the aesthetic standards contained in this Section 402.7.9.C, the applicant may appeal to the Planning Board within thirty (30) days of the CEO's written decision.

#### D. Wastewater Disposal:

1. An Accessory Apartment may be served by one of the following subsurface wastewater disposal (SSWD) systems: (a) an existing SSWD system, (b) an upgraded SSWD system, or (c) a new SSWD system, all as otherwise allowed by law.

2. In all cases, the SSWD system serving the Accessory Apartment must meet First Time System criteria as established in the Maine SSWD Rules. Utilizing Replacement System or Expanded System criteria per 10-144 CMR 241 is prohibited.

3. If an existing SSWD system is proposed to serve the Accessory Apartment without being upgraded, the LPI shall require the applicant to submit sufficient documentation from a Maine licensed site evaluator showing the SSWD system meets First Time System criteria.

4. If a new SSWD system is proposed to serve the Accessory Apartment, the LPI shall have the authority to require the design be recorded at the CCRD if it does not need to be installed as may be allowed in the Maine SSWD Rules.

E. Discontinuance:

1. If any of the applicable ordinance standards are no longer being met, use of the Accessory Apartment must be discontinued, and the SFD must revert to single-family use by removing the eating and cooking facilities/equipment support system(s) from the Accessory Apartment as established in the definition of "Dwelling Unit" contained in the version of the International Residential Building Code most recently in effect.

## Council agenda - Multi Family ordinance public hearing

Kristen Muszynski <kmuszynski@graymaine.org>

Thu 3/31/2022 10:52 AM

To: Jonathan Hartt <jhartt@graymaine.org>

Cc: Doug Webster <dwebster@graymaine.org>

Hi Jon:

The public hearing language on the council agenda should probably be updated; the language from the public notice did not include the footprint restriction that was later suggested by the OAC and is part of the final language the council will be reviewing. The memo I sent you Wednesday has the most updated information, so that part is all set, but it should be reflected in the agenda language.

Here is the updated language for the agenda:

To Review and Act Upon Setting a Second Reading and Public Hearing on April 19, 2022 to consider Amendments to the Zoning Ordinance (Chapter 402). Proposed amendments to section 402.10.14.E include increasing the maximum number of attached dwelling units per multi-family structure from 6 to 30 only in the VC Zoning District on lots larger than 14 acres, provided that the footprint of the multi-family development structure is less than 15,000 square feet.

The proposed motion should also add:

The Town Council sends this ordinance amendment to the Planning Board for a public hearing at its April 14, 2022 meeting.

Thanks,  
Kristen

This electronic mail message and any attachments hereto, as well as any electronic mail message(s) that may be sent in response to it, may be considered public records, and may therefore be subject to public record requests for review and copying under Maine's Right to Know Law (Title 1, 401-521 of the Maine Revised Statutes).

# MEMO

March 30, 2022

**FROM:** Community Development Staff

**TO:** Town Council,  
Town Manager Nate Rudy

**RE:** First Reading of proposed ordinance changes affecting multifamily development (April 5, 2022 Town Council meeting)

The council is asked to consider a change to the multi-family provision of the zoning ordinance that will align the requirements more closely with the vision of the 2020 Comprehensive Plan.

While wholesale revision to these ordinances is underway towards this goal, making these changes at this time will assist the Planning Board with a pending application for an affordable senior housing development, providing the board with clarity on their ability to proceed with approvals.

## BACKGROUND

A change to the multi-family provisions in the zoning ordinance was considered by the Council at its March 1 meeting and concerns were raised about how the changes applied to all parcels in both Village Center and Village Center Proper districts irrespective of lot size.

Community Development Director Doug Webster provided a memo with additional options, dated March 9, which was reviewed by the Council at the second reading of the proposed ordinance on March 15.

While the original ordinance was not approved, the council expressed support for the “more fine-tuned/less sweeping ordinance amendments” proposed as “Option 3” in his memo.

The Ordinance Advisory Committee (OAC) reviewed the proposed change at their meeting of March 24. The OAC was provided with a copy of the 3-9-22 memo outlining the five options. While the OAC had reservations regarding the applicability of the amendment to the entirety of the VC district, they recognized the consensus of the council endorsing Option 3. They also suggested considering a maximum footprint if 30-unit multi-family structures are to be allowed in the VC district; this input has been incorporated into the proposed zoning amendment.

Thus, before you tonight is an amended ordinance change for your consideration, based on option 3 together with OAC input on the maximum footprint.

## PROPOSED CHANGE

The ordinance now before you for consideration includes only the Village Center zoning district, limits larger multi-family structures to parcels of 14 acres or larger, and limits a multi-family building to a footprint of no greater than 15,000 square feet.

This amendment to the Zoning Ordinance, 402.10.14, would increase the maximum number of attached dwelling units per structure from 6 to 30 for multi-family developments in the Village Center zoning district, located on parcels 14 acres or larger.

Other than the Avesta property off Hancock Street, the only parcel in the VC district that is larger than 14 acres is the Maine Narrow Gauge Railroad parcel that was divided from the Gray Plaza property a few years ago.

**The council is asked to consider sending this ordinance change to the Planning Board at its meeting of April 14, 2022 for the statutorily required public hearing, and to schedule a second reading on April 19, 2022.** If approved, the ordinance change would be in effect for the June 9, 2022 Planning Board meeting.

The text of the zoning ordinance change is below, in strike-through/underline format:

### **Proposed Zoning Ordinance Changes to 402.10.14: Standards for Multi-Family Housing**

E. Number of Units per Building and Minimum Separation

1. In the Village Center zoning district, the maximum number of attached dwelling units per structure shall be thirty (30) for multi-family developments sited on lots of 14 acres or larger provided that the footprint of the multi-family development structure is less than 15,000 square feet.

2. For multi-family developments in all other zoning districts and in the Village Center zoning district on lots less than 14 acres, the maximum number of attached dwelling units per structure shall be six (6) and the average number or attached dwelling units shall be four (4).

3. For all multi-family developments, the distance between the foundations of any two principal structures shall be no less than the height of the taller of the two buildings, but in no event shall a building separation of less than thirty (30) feet be permitted.

interfere with any sidewalk or bicycle path. Only one drive-through is permitted per building, although banks can have multiple lanes.

#### **402.10.14 Standards for Multi-Family Housing**

In addition to the prior provisions of Section 10 for Site Plan Review, multi-family housing in all Districts shall meet the following standards:

A. Perimeter Buffer Strip

A buffer strip of at least fifty (50) feet in width shall be required around the perimeter of the land area for which the multi-family project is proposed. The required buffer strip shall consist of undisturbed vegetation provided that the existing vegetation consists of mature trees and acts as an effective screen. If existing vegetation provides a poor visual screen, a mix of new landscaping including trees, shrubs and grasses shall be planted.

B. Driveways and Parking

The scale and surface area of parking areas, driveways and paved areas shall be compatible with adjacent structures, must be properly screened and must provide for parking in accordance with the requirements of Section 402.10.11. B.

C. Internal Road Access to all Units

Access to all housing units within the multi-family development shall be located on the new interior road system constructed as part of the development.

D. Orientation and Scale of Buildings

Buildings shall be oriented with respect to scenic vistas, natural landscape features, topography and natural drainage areas, in accordance with an overall plan for site development. Buildings shall be compatible in terms of physical size, visual impact, intensity of use, proximity to other structures and density of development with other permitted uses within the District. In addition:

1. Individual lots, buildings, streets and parking areas shall be designed and situated:
  - a. To minimize alterations of the natural site;
  - b. To avoid the adverse effects of shadows, noise and traffic on the residents of the site;
  - c. To relate to surrounding properties, to improve the view from and of a building;
  - d. So that all dwelling units may take advantage of points of solar access.
2. Diversity and originality in lot layout and individual building, street, parking and lot layout shall be encouraged.

E. Number of Units per Building

The maximum number of attached dwelling units per structure shall be six (6) and the average number of attached dwelling units per structure shall be four (4). The distance between the foundations of any two principal structures shall be no less than the height of the taller of the two buildings, but in no event shall a building separation of less than thirty (30) feet be permitted.

F. Utilities

All dwelling units in the development shall be connected to a common water supply and distribution system (either public or private) in accordance with any policies of the Gray Water District, unless

the developer shall clearly demonstrate to the Planning Board that such a system is not feasible and, in addition:

1. That the costs of providing a common water supply and distribution system are prohibitive;
2. That adequate ground water is available at all locations proposed for individual water systems;
3. That the ground water source(s) proposed for individual water systems is safe from both on-site contamination; and
4. That the source proposed is adequate for installation of life-safety sprinkler systems for the entire development.

#### **402.10.15 Planning Board Waivers of Site Plan Review Performance Standards**

- A. Unless otherwise specifically indicated, the Planning Board may grant waivers from the performance standards contained in this Article 10, Sections 402.10.11 through 402.10.14. In granting any waivers, the Planning Board shall make findings that:
1. The need for a waiver is based on unique circumstances relating to the specific site and development application and that these conditions would not be expected to be encountered elsewhere;
  2. The application of the standards is not requisite to public health, safety, and general welfare;
  3. The waiver would not qualify for relief granted by the Board of Appeals under Article 9.
  4. The granting of the waiver in other situations would not have the effect of amending the ordinance requirements; and,
  5. Appropriate conditions are applied.

#### **402.10.16 Negotiated Exactions**

- A. Purpose: Negotiated Exactions are intended to serve the following purposes:
1. Ensure that publicly owned facilities and infrastructure are not adversely affected by new residential and/or commercial development
  2. Provide the administrative steps to establish a process to quantify the cumulative effects of a development proposal
  3. Establish mechanisms to minimize and ideally eliminate the necessity to expend public funds to address implications of private development on public infrastructure
  4. Ensure that new private development provided the same level of service available to existing development
  5. Establish a fair process to ensure that adequate public facilities are available to serve new growth and development
  6. Provide new growth and development that bears a proportional share of the cost new public facilities needed to serve them
  7. Accommodate orderly growth and development in a safe and fair manner

## Town of Gray Democrat Election Clerks

*Party Approval 2022*

Last Name	First Name	Address	Telephone
Burrow	Joyce	33 Pleasant View Drive	428-3483
Humphrey	Gene	26 Autumn Crossing	657-2115
MacDonald	Ted	8 Eagle's Nest Road	409-0281
Michelle-Smith	Rhee	137 Yarmouth Road	576-9237
Ohman	Philip	8A Sorrento Way	657-1296
Razsa	Valerie	39 Hunt's Hill Road	838-5282
Smith	Gary	137 Yarmouth Road	576-1793
Bunker	Steve	229 Portland Road	
Carroll	Donnie	162 Shaker Road	
Carroll	Iva	162 Shaker Road	
Roan	Maryann	39 Eagles Nest Rd	
Bondroff	Sharon	229 Portland Road	
Beriau	Wilfred	36 Yarmouth Road	
Beriau	Gitana	36 Yarmouth Road	
MacDonald	Rhonda	37 Upper Marginal Way	
Jordan	Scott	37 Upper Marginal Way	
Patterson	Wendy		
Neal	Roseanne	23 Gray Park	

Added By Town Clerks

Forbes, Donald      16 Kincaid Lane  
Gauditz, Barbara    12 Fran Circle  
Visser, Janis        226 North Raymond Road  
Meek, Lauren        20 Ambrose Circle

Democratic Party continued ...

Hancock, Lindsay	328 Center Road
Cariddi, Alethea	216 Shaker Road
Beckett, Patty	2 Frost Road
Beckett, Robert	2 Frost Road
Brooks, Susan	3 Poole Drive
Ledoux, Debra	36 Pleasant View Drive
Mills, Joyce	23 Cambell Shore Road
Dudley, Jeanee	32 Merrill Road
Wade, Bennett	5 Addison Ave
King, Stephen	6 Trailhead Drive
King, Valerie	6 Trailhead Drive
Wilson, Kenneth	3 Hidden Acres Lane
Bennett, Virginia	215 Yarmouth Road
Birdsall, Corey	25 Twilight Trail
Birdsall, Kayla	25 Twilight Trail
Lehne-Gilmore, Lisa	208 Portland Road
Chapman, Andrew	34 Chestnut Heights
Christie Jr., Donald	7 Fairview Ave
Rice, Margaret	2 Alling Drive



Town of Gray Green Independent Election Clerks 2022

Pfeifle, Louis S      310 West Gray Road

Town of Gray Unenrolled Election Clerks 2022

Ferri, Linda      335 Shaker Road

Bills, Maria      118 North Shore Road

Morrell, Denise      7 Pine Cove Road

Seeley, Niquitia      111 North Raymond Road

Mosher, Rosemary      19 Hyde Road

**Town of Gray Republican Election Clerks**

Caucus Approval 2022

Last Name	First Name	Mailing Address	Telephone	Email
Binan	Katherine	34 Eastfield Dr.	712-8099	(not available)
Edmiston	Natalie	9 Yarmouth Rd., Apt 1	712-6102	<a href="mailto:natalie.tombarelli@maine.edu">natalie.tombarelli@maine.edu</a>
Gamache	Christopher	24 Cole Rd.	508-887-1598	<a href="mailto:gamache88@gmail.com">gamache88@gmail.com</a>
Gravis	Anita	3 Jared Rd.	415-6517	<a href="mailto:agravis@aol.com">agravis@aol.com</a>
Foster	Ruth	4 Pennell Lane	657-4756	<a href="mailto:ceandrafoster@yahoo.com">ceandrafoster@yahoo.com</a>
Kimball	Paula	23 Frost Rd.	914-522-1837	(not available)
Robbins	Gary	5 Evergreen Rd.	329-1645	<a href="mailto:garyrobbins.me@gmail.com">garyrobbins.me@gmail.com</a>
Szendrei	Larry	67 Center Rd.	657-3595	<a href="mailto:ne1s@securespeed.us">ne1s@securespeed.us</a>
Woodbury	Georgia	7 Friendship Drive	329-7408	<a href="mailto:gmw3163@gmail.com">gmw3163@gmail.com</a>
Whitney	David	22 Pine Cove Rd.	650-8064	<a href="mailto:atcrystalake@aol.com">atcrystalake@aol.com</a>



## TOWN OF GRAY

Henry Pennell Municipal Complex  
24 Main St, Gray Maine 04039  
www.graymaine.org

OFFICE OF THE TOWN CLERK

*Kailey Hanley, Asst. Town Clerk*  
*khanley@graymaine.org*  
*(207) 657-3339 ex 104*

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March 31, 2022

Council Members,

Please take into consideration appointing Susan Tuskroff as the Warden for the Town of Gray Election to be held on June 14, 2022.

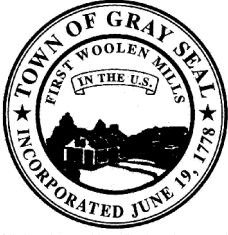
Susan is a long time Gray resident and has years 'experience as an Election worker for the Town of Gray.

She has shown willingness to commit her time to participating in the elections as well as learning the responsibilities of a Warden.

Thank you



Kailey Hanley  
Assistant Town Clerk  
Gray, ME



## TOWN OF GRAY

Henry Pennell Municipal Complex  
24 Main St, Gray Maine 04039  
www.graymaine.org

OFFICE OF THE TOWN MANAGER

Nate Rudy, Town Manager  
nrudy@graymaine.org  
(207) 657-3339

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March 31, 2022

### **Town Manager Report to Town Council (3/11/2022 – 3/31/2022):**

- 3/11: TM attended Volunteer Maine Grant Task Force meeting via Zoom
- 3/14: TM and Planning staff met with Avesta Housing regarding their proposed affordable senior housing proposal currently in Planning Board review
- 3/16: TM observed a work session of the Maine Legislature Joint Committee on Labor and Housing regarding LD2003, An Act to Implement the Recommendations of the Commission to Increase Housing Opportunities in Maine by Studying Zoning and Land Use Restrictions
- 3/17: TM attended a Sebago Lakes Chamber of Commerce meeting for municipal managers, via Zoom
- 3/17: TM hosted a stakeholder meeting for a proposed skatepark in Gray Village
- 3/22: TM attended a Maine Elections Cybersecurity Summit & Training webinar hosted by the Maine Secretary of State
- 3/23: TM attended the Gray Finance Committee meeting
- 3/25: TM attended the Maine Town / City / County Manager's Association Manager Interchange in Bangor
- 3/28: TM attended joint Town / MSAD-15 meeting on Libby Hill Road design
- 3/29: TM hosted two meetings with the Maine DOT related to Route 26/26A and Gray Village arterial road design, planning, and construction
- 3/31: TM attended a Cumberland County municipal manager EMS / Fire discussion, via Zoom

#### Other activities:

- Town Manager submitted a letter to Gray's legislative contingency expressing Town Council's opposition to LD2003, An Act to Implement the Recommendations of the Commission to Increase Housing Opportunities in Maine by Studying Zoning and Land Use Restrictions
  - Town Manager issued a Request for Proposals for Municipal Legal Services, on direction from Town Council
  - The property owner at 72 Shaw Brook Lane plans to request a Consent Agreement from Council due to a setback violation. We will provide material for Council consideration when we receive it.
-

- Planning Department recommends re-allocating \$7,200 appropriated in CIP for watershed stormwater standards, to erosion and sedimentation control standards, due to expected changes in response to forthcoming Municipal Separate Storm Sewer System (MS4) changes at the state level. Cumberland County Soil & Water Conservation District has proposed an interlocal agreement that is attached for your review.

**TASK ORDER #GRA2022-001**

**ISSUED PURSUANT TO THE INTERLOCAL AGREEMENT**

Executed on the 1st day of April 2022, by and between the Municipality and the District.

<b>Task Order Name:</b>	FY2022 Stormwater Management Support	<b>Estimated Budget:</b>	\$7,200
<b>Start Date:</b>	4/1/2022	<b>Completion Date:</b>	6/30/2022
<b>Scope</b>	<p><b>Task 1: Recommended Ordinance Updates for Erosion and Sedimentation Control</b></p> <p>In continued efforts working with the Town of Gray to address stormwater runoff to increase surface water quality protection, the District will assist with ordinance reviews for increased erosion and sedimentation control efforts particularly within shoreland and resource protection zones. The goal of this task is to provide recommended ordinance updates for any construction occurring in areas that could impact natural water resources regardless of parcel or construction project size. Deliverables for this task will include:</p> <ul style="list-style-type: none"> <li>• Memo to the Town of Gray with recommended updates for ordinance language and standards for erosion and sedimentation control during construction for the purpose of protecting surface water quality of natural resources to be considered for adoption.</li> <li>• A handout template to be updated based on ordinance language adopted that would assist the public in understanding construction erosion and sedimentation control requirements for smaller scale projects in resource protection areas.</li> </ul> <p>The District anticipates working closely with Town of Gray’s Planning Department on this task in providing recommendations. It is assumed that town staff will use these recommendations and tools to pursue possible adoption/partial adoption outside of the scope of this task.</p>		

Terms and Conditions: All the terms and provisions of the **Interlocal Agreement** are incorporated herein by reference and made a part hereof this TASK ORDER.

CUMBERLAND COUNTY SOIL & WATER  
 CONSERVATION DISTRICT

TOWN OF GRAY

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



INTERLOCAL AGREEMENT BETWEEN  
CUMBERLAND COUNTY SOIL & WATER CONSERVATION DISTRICT  
AND  
The Town of Gray

This Interlocal Agreement ("Agreement") is made this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, by an among the Cumberland County Soil and Water Conservation District, 35 Main Street, Suite 3, Windham, ME 04061 (the "District"), an agency of the State of Maine, and the Town of Gray, (the "Municipality"), a municipal corporation under the laws of the state of Maine. The forgoing also are referred to herein collectively as the "Parties" or singly as "Party."

WHEREAS, State law encourages the development of regional coalitions of local governments in order to establish efficient and effective delivery of municipal services and the Municipality wishes to seek the District's services for projects pertaining to the District's mission and joint interests of both Parties.

WHEREAS, the District, under 12 M.S.R.A. Chapter 1, is an agency of the State and a public body corporate and politic, exercising public powers including, without limitation, the powers to carry out preventive and control measures and works of improvement for flood prevention, or the conservation, development, utilization and disposal of water within the District, and to cooperate, or enter into agreements, with and within the limits of appropriations or other funds duly made available to it by law, to furnish financial or other aid to any agency, governmental or otherwise, or any occupier of lands within the District, in carrying on or erosion control and prevention operations and works of improvement for flood prevention and the conservation, development, utilization and disposal of water within the District.

WHEREAS, the Municipality, under 30 M.S.R.A. Part 2, is a municipal corporation providing essential services to its citizens including but not limited to road construction and maintenance, land use planning and development, stormwater management, etc.

WHEREAS, The District and the Municipality continue to recognize the need for close working relationships that allow joint "solutions of problems relating to the planning and development of the resources of the Town" as codified in our effective Memorandum of Understanding ("MOU" signed by the Town on September 26, 1973).

WHEREAS, Maine statute (30-A M.R.S.A §§ 2203 *et. seq.*) clearly states that the Interlocal Cooperation Act is to be "liberally construed" to effectuate "the intent of the Legislature to avoid proliferation of special purpose districts and inflexible laws," and authorizes the District, as an agency of State Government, to exercise, enjoy and act jointly or cooperatively with any party capable of similar powers, privileges or authority, including the Municipality.

NOW THEREFORE, in consideration of these covenants herein, the Parties do agree to as follows:

1) This Agreement is an Interlocal Agreement pursuant to 30-A M.R.S.A. §§ 2203 *et. seq.* for the purpose of providing conservation programs and technical assistance services related to soil and water conservation as determined by the Municipality on the terms and conditions set forth in this Agreement.

2) The specific terms and conditions of this Agreement are as follows:

A) Its duration

The term of this agreement shall commence upon execution and shall continue for the duration of five years and shall renew automatically for the term of five years unless a party non-renews or sooner terminates its participation under this Agreement as provided in Section 2.E. below.

B) The precise organization, compensation and nature of any separate entity created by the agreement

No separate entity will be created.

C) Its purpose

The purpose of this agreement is to cooperate in carrying conservation programs and technical assistance services related to soil and water conservation. The District and the Municipality will work collaboratively and cooperatively toward this end.

D) The manner of financing and establishing/maintaining a budget

Collaborative efforts shall be defined through TASK ORDERS prepared and issued to the District by the Municipality that shall be substantially in the form attached as EXHIBIT A. The District will provide a scope of work and budget for each TASK ORDER. Said budget shall not be exceeded unless authorized by the Municipality in the form of an amended, or new TASK ORDER. Adjustments to the TASK ORDER budget shall be accomplished by the Municipality and the District agreeing in writing to amend the TASK ORDER. The Municipality shall compensate the CCSWCD for time spent in the performance of services and for materials provided under this Interlocal Agreement in accordance with the District's Schedule of Fees posted on the District's website. Payment shall be made to the District within thirty (30) days of the receipt of an invoice by the Municipality. The District shall not provide services pursuant to this Interlocal Agreement, and the Municipality shall incur no payment obligations to the District, except in accordance with the terms of a specific TASK ORDER.

E) The method to terminate the Agreement and dispose of property upon termination

As Stated in Section 2.A. above, any Party may terminate its participation under this Agreement upon no less than eighteen (18) month's prior written notice provided to each Party. Notwithstanding a Party's termination, terminating Party shall:

- Continue to be liable for its share of all costs incurred hereunder prior to the effective date of the terminating Party's termination until such liabilities are paid in full; and



- The Municipality will become wholly responsible for addressing and implementing all requirements of the Project.

No property is anticipated to be acquired by either Party, therefore, disposal of property upon termination of this Agreement by all Parties is not anticipated at this time. However, in the event that capital equipment or property is acquired, the Parties shall agree upon the disposal of all such property upon termination of this Agreement.

- 3) This Agreement does not establish a separate legal entity to conduct the joint or cooperative undertaking, the following additional items apply:

- A) Administrator or joint board responsible for administering the joint or cooperative undertaking

The Municipality and the District shall each identify a staff person to be the administrator of this agreement.

- B) Manner of acquiring, holding, disposing of real and personal property used in the joint or cooperative undertaking

No property is anticipated to be acquired by the Parties, therefore, acquisition, holding and disposal of property is not anticipated at this time. However, in the event that capital equipment or property is acquired, disposal is governed by 2.E. above.

- 4) Liability and Indemnification. Each Party shall defend, indemnify and hold each and every other Party hereto harmless from any claim, cause of action, liability or expense, including without limitation, costs and reasonable attorney's fees, arising out of any resulting error, act or omission of the indemnifying Party's officers, agents or employees. This section shall not be interpreted to waive the monetary limits or substantive areas or immunity under the Maine Tort Claims Act (14 M.S.R.A § 1801 *et. seq.*) or any other immunities or defenses under that Act or other applicable law.
- 5) Entire Agreement, Governing Law of the Agreement. This Agreement constitutes the entire agreement among the Parties. If any clause, section or provision is held to be invalid or unenforceable, that shall not affect the validity of the remainder of the Agreement and the Parties agree to meet and negotiate a new clause, section or provision. Amendment to this Agreement shall be in writing and executed by all Parties. This Agreement shall be governed by the laws of the State of Maine.
- 6) Authority. By executing this Agreement, each Party warrants that the representative signing below has been duly authorized by all appropriate actions of that Party's governing body to enter into and execute this Agreement, and that this Agreement represents a legal, valid and binding obligation to each party enforceable upon it in accordance with its terms and by application of equitable principles if equitable remedies are sought except as enforceability may be limited by applicable bankruptcy or similar laws.
- 7) Witnesseth, that this Interlocal Agreement is made this is made this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, by and among the Municipality and the District.



Authorized Representative for Cumberland County Soil & Water Conservation District

Signature: \_\_\_\_\_

Representative: Carol Ann Doucette

Title: Chair, Board of Supervisors

Date: \_\_\_\_\_

Authorized Representative for the Town of Gray

Signature: \_\_\_\_\_

Representative: \_\_\_\_\_ (print name of signatory)

Title: \_\_\_\_\_ (print signatory's title)

Date: \_\_\_\_\_



EXHIBIT A  
FORM OF TASK ORDER

TASK ORDER # \_\_\_\_

ISSUED PURSUANT TO THE INTERLOCAL AGREEMENT

Executed on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the Municipality and the District.

Task Name:		Estimated Budget:	\$
Start Date:		Completion Date:	
Scope of Work:			

Terms and Conditions: All the terms and provisions of the Interlocal Agreement are incorporated herein by reference and made a part hereof this TASK ORDER.

CUMBERLAND COUNTY SOIL & WATER  
CONSERVATION DISTRICT

TOWN OF GRAY

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



\*O/F/C (All)

OPEN

Count of Description	Column Labels			
	H	L	M	Grand Total
<b>Row Labels</b>				
Administrative		2	1	3
Budget		2		2
Comp. Plan Implementation	1			1
Infrastructure	1			1
Infrastructure / Village TIF Goals	1		1	2
Open Space / Conservation Plan	2			2
Ordinance	7	2	9	18
Ordinance /Standards			1	1
Policy			1	1
Public Safety			1	1
Recreation			1	1
Residential			1	1
Revenue		1		1
TIF Goal / Budget	1			1
Traffic	2		2	4
Training		1	1	2
<b>Grand Total</b>	<b>15</b>	<b>8</b>	<b>19</b>	<b>42</b>

\*O/F/C (All)

CLOSED

Count of Description	Column Labels				
	-	H	L	M	Grand Total
<b>Row Labels</b>					
Administrative		5	4	6	15
Budget		1		2	3
Comp Plan Imp - break out item 84		3			3
Comp. Plan Update		1			1
Comp. Plan Update - breakout of tasks for Item 11		3			3
Comp. Plan Update/ Conservation Plan		1			1
Joint Leaders		1		2	3
Ordinance	1	7	1	19	28
Policy				4	4
TIF Goal / Budget		2			2
TIF Goal / Budget - break out tasks from Item 34		1			1
Traffic		1			1
Traffic - MDOT - break out tasks from item 24A				1	1
Traffic - MTA				1	1
Traffic - MTA - break out tasks for Item 24B				1	1
<b>Grand Total</b>	<b>1</b>	<b>26</b>	<b>5</b>	<b>36</b>	<b>68</b>

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No	Goal/Category	*O/ F/C	** Prty	P No.	Target Date	Description	Sub by:	Owner:	Assigned to:	Dated Logged	Last Update	Comments
27	Open Space / Conservation Plan	O	H	1	11/01/22	During the Libby Hill Trails clean-up after the October storm, the Community Endowment communicated concerns regarding the longevity of the <b>current ad hoc agreements</b> used to create <b>Libby Hill Trails</b> . Council agreed a full review and updates are needed to protect this asset as part of <b>Open Space Plan</b> .	Sandy Carder	Nate Rudy	Sandy Carder	03/20/18	01/18/22	TC discussed at 3/20 meeting based on feedback received from Community Endowment. Deb advised the agreements just 'came together' and are in need of review/update. Deed research - who has access to which pieces of land, how large of an geographic area is involved, how deep does the research need to go, consultation from a conservation expert - will all be needed and cost money. Council agreed to log with a target of year end, for Staff to review & determine what is needed with an estimated cost, for consideration in next year's budget. Carl Holmquist is willing to provide some names of conservation experts who can assist the Town. (12/20) Issue came up in Open Space Staff meeting - Deb working on pulling together cost estimate for budget meetings. (2/5) TC agreed to move up & tie to H2.1 Open Space. (3/21) est provided at budget meeting. Council agreed to add to budget. (6/11) Residents approved budget. (10/15) Community Endowment has requested an info sharing meeting with Town Staff, 1 Councilor and an MSAD representative to start process of long term maintenance agreement. Council appointed Dan to attend. (11/12) 1st meeting went very well - 3 parties agreed preserving is paramount. (12/3) Council agreed to add annual maintenance to budget spreadsheet. (12/17) 2nd meet focused on budget - MSAD 15 conducting full audit of usage to determine impact - some easement discussion. (1/21) Deb followed up with MSAD15. No update. (2/4) Carl present to School board this week, Craig has some initial data on usage (3/10) Meet held to continue discussion - working through maintenance/budget needs. Council agreed to add the Homestead Acres issues submitted by residents on this private road - to ensure we keep them in the loop as the agreement moves forward. (6/16) Deb will check with Dr. King on next meeting after the election.(8/4) Dan adv MSAD15 lawyer provided framework agreement for review. (10/6) Dan shared a worksheet created to gather input from stakeholders. Council provided gen feedback on form. (10/20) Council prov feedback on worksheet (10/22) Meeting held to compile worksheet info. (1/19) Dan provided summary of MSAD analysis of agreement & advised Attorney is working on drafting an agreement. (2/16) Dan prov an update. Deb adv sub group has met to discuss maint/budg agree (7/6) Draft agree done - Sandy work with entities to finalize outstanding items (9/21) Sandy prov upd from meet (10/5) MSAD has prov initial feedback (11/16) Sandy met with MSAD/GCE (12/7) Council signed off on MOU. (12/21) Council appr MOU (1/18) Sandy adv school board has approved <b>Next Step: Nate to obtain sign, Nate/Sandy will work with lawyer to update formal agreement, Mo to shadow &amp; collect info, Nate/Sandy will work with Alyssa on conservation review.</b>
84	Comp. Plan Implementation	O	H	2	<a href="#">Detail Tab</a>	Identify steps/ create plan to <b>implement</b> newly approved <b>Comprehensive plan</b> . <b>SEE SEPARATE TAB - FOR DETAILS</b>	Council	Council	Council	12/01/20	<a href="#">03/15/22</a>	(12/1) Council agreed to close old item and create new implementation plan. Detailed tasks will be logged on detail tab pending schedule workshop to review them and come up with timeline/prioritization. Council agreed with Dan's suggestion to ask each Committee to review CP to ID what would inform their work, how they can support implem, what roadblocks exist, what resources will be needed, etc. with a one page summary due by 2/8 for Council reviewed at 2/16 meeting. Dept heads have reviewed the plan. (12/9) Council discussed further at workshop. <a href="#">See Detail tab for updates.</a> <b>Next Steps: Krista/Dan create detailed proposal.</b>

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No	Goal/Category	*O/ F/C	** Prty	P No.	Target Date	Description	Sub by:	Owner:	Assigned to:	Dated Logged	Last Update	Comments
46	Ordinance	O	H	3	07/01/22	Develop <b>Growth Management</b> strategy - as part of Comprehensive Planning & to allow needed time for Open Space Planning	Sandy Carder	Nate Rudy	<a href="#">Nate Rudy / Doug Webster</a>	02/05/19	03/15/22	(1/22) Dan adv PD does not feel any addl action is need at this time. Growth Cap was disc & Staff will look into with OAC and bring forw when ready. A growth cap has been disc in var meet for the last yr. Not hav a robust growth plan and/or cap was 1 primary reason the original Comp Plan was not appr. (1/30) During the Open Space forum, Alan & Lucky both strongly encour a growth cap be disc/imple as soon as possible to provide Gray with more time to dev an Open Space plan. In add, issues with current residential Sub-division ord, duplex allow, and limited safeguards against a large scale dev need to be addr. Kathy adv Staff have crunch annual data & Doug adv dev one would be rather straightforward & would be padded to avoid impact wanted eco & resid dev. (2/19) Council agreed this is a top priority now. (3/5) Doug rev steps (1) Verify current comp plan (2) check with legal ord (3) imple verifying data supports number selected & Council prov direction. (6/4) Doug prov some data and Arundul ord (eff in 1977). Council agreed to proceed cautiously. (9/3) Doug adv best 1st step would to discuss possible 'cap' number and process to apply caps. (10/1) Council WS held - guidance prov to Doug. (1/21) Council would like to have some info to discuss by the 2/18 meet given the push on larger devel & Comp Plan process. (2/4) OAC looked at & were not in support - worried about admin of the process impact staff (2/18) Council disc changing approach to be more comp to focus on Growth MANAGEMENT vs just a cap. Need to coordinate with the comp plan timeline as an appr plan is required to enforce growth permit systems. (3/10) OAC began work on this item.(5/5) OAC wants to coord with Comp Plan so work will not start now, however, due to the need for Council work as well, draft options still to be deliv by end of summer to stay in line with CP. (8/4) Council disc at 8/4 WS to confirm a full WS for this along with the duplex/OAC ord list can be disc (9/1) Council disc OAC doc cover duplexes, multi unit housing, growth & comp plan info - agreed addt'l WS to create workplan to complete all the work needed. (2/16) Sandy adv Windham has robust grw permit prog that was 1st step after their comp plan..(4/6) Council dis as part of TM goals (5/18) Council/Staff dis in WS - Staff sug step approach to create (12/9) Council disc and develop plan (3/15) <a href="#">Nate pres plan for PD Staff work to Council</a> . <b>Next Step: Nate will obtain proposal from GPCOG for Village charette/master plan &amp; Doug's focus will be on zoning changes for VC/VCP growth areas.</b>
49	Ordinance	O	H	4	07/01/22	Review current <b>ordinances and zoning</b> to determine if changes are needed for <b>Duplexes</b>	Dan Maguire	Dan Maguire	Doug Webster	02/19/19	03/15/22	Dan asked the Council to consider making changes to Duplexes to address sprawl growth and other unintended impacts to density bonus of allowing a duplex in lieu of a single unit of housing. Doug advised this issue has been researched in the past. Dan needs to talk to Kathy and then work through reviewing current ordinances. Then, bring to the OAC for possible proposal to the Council. (12/17) Deb advised of resident e-mail regarding the number of duplexes being built in Gray - Planning Board has also recently discussed. Council agreed this issue needs to be moved up in the priority list. (6/2) Council reviewed questions from OAC & provided direction. Generally speaking, there was support to make it more restrictive in certain zones and encourage them in others by making it less restrictive. It was agreed this is one tool in the growth mgmt plan. (8/4) Doug provided memo detailing OAC ques/disc points along with the growth plan disc and Comp Plan review. Council agreed a full workshop is needed to review. (9/1) Council disc OAC document cover duplexes, multi unit housing, growth & comp plan info - agreed addt'l workshop to create workplan to complete all the work needed. (5/18) Council approved a moratorium in the Village on single family and dual family housing to allow for the creation of new standards and requirements in those zones (see item #94) (9/7) 1st read of design stand in Village (9/21) 2nd read/hear held by Council (PB held hear 9/20) changes go into effect in 30 days. (10/5) Council/Doug discussed whether this should stay standalone item - likely be swept into changes are they are made - but do not want to lose sight of this critical issue. (3/15) <a href="#">Nate pres plan for PD Staff work to Council</a> . <b>Next Step: Doug's focus will be on zoning/ordinance changes in VC/VCP</b>

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No	Goal/Category	*O/ F/C	** Prty	P No.	Target Date	Description	Sub by:	Owner:	Assigned to:	Dated Logged	Last Update	Comments
34	TIF Goal / Budget	O	H	5	<a href="#">Detail Tab</a>	Work on <b>planning</b> associated with new <b>Village TIF</b> . <b>SEE SEPARATE TAB FOR DETAILS</b>	Council	Nate Rudy	Doug Webster	08/07/18	<a href="#">03/15/22</a>	Councilors agreed to close 'TIF creation' task as it is now in approved. This new item will capture the planning and additional work associated with administrating the new TIF. Project was discussed during 9/10 workshop & Mr. Lavallee advised video work was still outstanding, but felt he would be able to present at 2nd Oct meeting. 9/18 Deb advised that there was still one piece left to complete. Review of MDOT/Town video work & analysis to be presented at Dec 4th meeting (as presentation was delayed from 11/13 meeting). (11/28) Council reviewed updated info on projects with Steve, as well as his priorities. Mixed Use options were discussed at length. (12/4) Will Haskell & MDOT provided updated info on Main Str Project. (2/5) & (2/19) See new detail tab H3. MDOT has advised change in Main Str project timeline. (7/2) Workshop held (8/6) 7/1 Workshop minutes approved. (10/15) Council agreed time to set up another brainstorming session - likely on Route 115 road - agreed to wait until 10/28 workshop to schedule so Bruce would be included. (10/28) Public forum set 12/5. (11/12) Dan will facilitate - Council agreed to set up/format. <a href="#">See detail tab for updates</a> . <b>Next Step: Doug to work up proposal on Zoning once time allows. Council discussion funding options.</b>
22	Ordinance	O	H	6.1	<a href="#">06/01/22</a>	Review current <b>ordinance governing stormwater drainage measurements</b> to determine if updates are needed. Update ordinance to include <b>licensing fee or other fee structure</b> IF business wants access to <b>stormwater system</b> .	Council	Nate Rudy	Doug Webster	02/09/18	<a href="#">03/15/22</a>	During the CZA process with Cumberland Farms, much discussion was centered around "peak flow" vs. "volume" of stormwater drainage & about possibly updating the existing ordinance to cover both measurements. TC discussed and need Staff direction on item, as well as priority/timeline. Doug Webster made presentation (3/6) of feedback from Town Engineer. Recommendation is update ordinance to specify licensing or fee structure to account for any future requests to hook up to Town's stormwater system. (2/5) Council discussed need to move this up to ensure work is done before MDOT comes to redo Main Str and to ensure used in future development proposals. Doug also pointed out that results of Watershed study may impact regulations as stricter state statutes come into play. Study is awaiting Spring field work & will include detail to help. (3/5) OAC provided priority order of outstanding items & this was included. (5/21) OAC had prelim disussion at May meeting. (7/2) OAC started review - will continue at 7/10 meeting. (3/12) Staff recommend stormwater modeling be done to understand current infrastructure and recommendation for future - to anticipate add'l devel. That would inform the ordinance/fee work. <a href="#">(3/15) Nate/Doug adv work is underway with Will to determine scope of analysis and data collection</a> . <b>Next Step: Doug &amp; Will will provide analysis to Council when available.</b>
25	Ordinance	O	H	6.2	<a href="#">06/01/22</a>	Review current <b>ordinance governing stormwater drainage measurements</b> to determine if updates are needed. Create <b>stormwater performance standards</b> for future development in Village and/or for businesses wishing to access Town's stormwater system.	Doug Webster	Nate Rudy	Doug Webster	03/06/18	<a href="#">03/15/22</a>	During the CZA process with Cumberland Farms, much discussion was centered around "peak flow" vs. "volume" of stormwater drainage & about possibly updating the existing ordinance to cover both measurements. TC discussed and need Staff direction on item, as well as priority/timeline. Doug Webster made presentation (3/6) of feedback from Town Engineer. Recommendation is to memorialize Cumberland Farms discussions/approach to be used as a 'performance standard' in conjunction with ordinance for future development. (2/5) Council discussed need to mvove this up to ensure work is done before MDOT comes to redo Main Str and to ensure used in future development proposals. (10/1) Dan advised OAC felt this one was easy to complete - moved up in priority. (2/4) Dan confirmed the OAC is back to meeting & has agreed to meet every other week to try to catch up. He advised they looked at Solar Overlay & Growth Cap and Duplex but need more guidance on the last. Priorities except for open space were unchanged. <a href="#">(3/15) Tied to item #22 - awaiting analysis/data from Will</a> . <b>Next Step: Doug &amp; Will will provide analysis to Council when available.</b>

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103	Infrastructure	O	H	Z	TBD	Create <b>Libby Hill Road upgrade Plan</b> including 2nd emergency school exit and sidewalk	Sandy Carder	Nate Rudy	Sandy Carder	12/09/21	02/01/22	(12/9/21) Council has discussed at various times as LH Road is set for repaving, but prefer to upgrade road to address long term needs. Covid issues have worsened student safety issues on this road. MSAD15 has expressed an interest in researching the possibility of utilizing their ROW to Shaker RD via the HS parking lot as an emergency exit to comply with safety plans which require 1 entrance for rescue personnel and another for exit. Extension/upgrade (ADA) of the sidewalk the full length of the road is identified as a critical need. Extension of the Hannaford sidawal to Spruce Street with a lighted crosswalk from Spruce to the ROW is also on the list. MSAD15 has req a formal workshop to begin researching options. (1/18) Sandy adv MSAD15 agreed to workshop to brainstorm project scope <b>Next Step: Workshop set for 3/28.</b>
66	Traffic	O	H	g	01/31/22	Determine if <b>"No Thru Trucks"</b> restriction should be placed on a section of <b>Mayall Rd</b>	Dan Maguire	Council	Sandy Carder	11/12/19	03/01/22	Back in June, Kathy Taylor (Mayall Rd resident) had reached out to all Councilors regarding the state of her road and the heavy truck traffic. Dan spoke to her directly and agreed to manage the request. This road was set to be paved, but dropped from PW sched due to paving costs being substantially higher than anticipated. It will be at top of the list next cycle. Deb did some initial feedback - as this section of road is being considered for "state aid" designation (Depot Rd is a state aid road). This impacts cost sharing/responsibility with MDOT vs. Local. MDOT was conducting vehicle counts for the road (or Deb/Steve had req). Dan also advised Ms. Taylor that talking to her neighbors on the road to determine the level of support for posting "no thru trucks" would be helpful. (11/7) Dan rec'd an official petition signed by 24 Mayall Rd residents. (11/12) Council agreed to add to tracking spreadsheet - it was set to be discussed at 12/3 Council meeting already. (12/3) Sandy provided more info on options incl. weight limits. Deb advised of possible "State Aid" classification. (12/17) Deb provided proposal from G&P - \$1,000 to determine if Mayall/Weymouth would even qualify - Council expressed concerns on impacts to road maintenance and residents. (1/21) After rev expenses & discuss control concerns, Council agreed NOT to pursue state aid status on either road. Can revisit at later date. Discussed possibly just putting up signs, but felt more info was needed & did not want to set up false sense of enforcement. (2/4) Dan notified resident & adv it would take time before a workshop could be sched. Council agreed to send feedback on LD1498 in support of MMA testimony against bill to eliminate weight limits on rural roads. (2/18) Council app letter (4/28) Dan adv Resident checked in again, but understood delay. (6/16) Dan req Council consider posting signs again (7/21) Council discussed & agreed need to pull in Depot Rd residents. (9/1) Council set 10/6 for workshop prior to TC meeting. (10/6) Public forum held with info sharing (10/20) Council disc options (12/1) Dan has done some research to share with Sandy. MDOT has approved the 4 way stop. (12/15) Dan & Sandy held discussion. Dan updated Council. (1/5) Dan adv MDOT has sample ord see #77. (2/2) Dan has draft ord/letter. (3/16) Council prov feedback to Dan to update Ord. He will coordinate with Nate to submit to legal. (5/4) Dan req an update on status. (5/18) Legal has rev with feedback. (6/2) Council provided feedback (7/6) Nate adv only 1 call rec'd from letter (9/7) 1st read will be 9/21 with 2nd read 10/5. (9/21) 1st read/public hear held (10/5) 2nd read/hear held - approved (11/16) Dan req update on sign installation (12/9) sign lang identified & Council voted to install. (12/21) Council dis next step for short shaker (2/1) Letter sent (3/1) Sandy adv Bruce Van Note req a meet in Gray for 1 hour later this month with Nate/Sandy - Anne will also attend. <b>Next Step: Sandy to work with Nate to contact remaining businesses and follow up on the detail for route # costs.</b>

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4	Traffic	O	H	9	<a href="#">Detail Tab</a>	Work to develop long term changes needed to address traffic, drainage, road conditions, pedestrian & cyclist safety and speed along <b>Route 115 entering Gray from the hill thru connection to Brown Street.</b>	Nate Rudy	Council	Nate Rudy	01/02/18	03/17/22	During the June Council meeting, Town Staff advised they would be pursuing a MPI grant for reconstruction of this stretch of road in collaboration with the MDOT. It was advised it would likely be a 2 year process with updates provided to the Council. Deb Cabana noted that this would be a 50/50 split for costs (not 25/75 Town/MDOT as previously stated) and includes replacement of the water main. Therefore, it may be included in the upcoming TIF creation, thus it should remain active (rather than 2 year target). Reference material: Pavement Conditions Study - Dec 2017. Project discussed in 9/10 & 11/28 TIF workshops, as well as in TC meetings. (12/4) TC would like to see a review of intersections done prior to committing to a 115 solution or as part of the engineering of that project - to ensure project does not hamstring options. (5/7) Deb advised several communications received regarding pedestrian fatality on Rt 115 requesting sidewalks. (9/3) Sandy adv of outstanding question - need for possible budget consideration (9/17) Deb verified with Will that MPI does not require engineering completion - however - Ann verified the Town's piece of the budget must be approved & set aside to apply. Dan also advised a 50+ sub division (apartment buildings) is before the PB for this road & stormwater/sidewalks are being discussed. (10/15) Deb adv Stevie/Will met with DOT & have more info. (10/28) Council set up public forum 12/5. (11/12) Dan will facilitate & council discussed format. (12/5) Public Forum held. (12/17) Council agreed 1st forum very successful, data compiled, next step is to work out starting point on proj. (1/21) Council held workshp with Water Distr about Route 100 TIF and this proj was select by both grps as the best proj. (2/4) Deb adv Alyssa said it is possible to amend rt 100 TIF for this proj but needs to talk details with us. (3/10) Council & WD agreed to amend TIF to incl this proj (4/28) Council rev warrant art (6/2) Council held public hearing & voted to approval TIF amend (7/21) Voters approved revision. (10/6) State submission done. (12/1) TIF amend appr. (1/19) Council agreed with Water Dist/Will on first tasks to start process. (3/2) Will prov est. (9/7) Council set up 'kick off' meet date with prime parties. See Detail Tab for updates (9/27) Kick off meet held - next steps set <b>Next Step: New tasks logged on detail sheet.</b>
89	Infrastructure / Village TIF Goals	O	H	10	<a href="#">Detail Tab</a>	Create <b>Engineering Plans for Main Street</b> and Coordinate with MDOT for construction	Council	Council	Nate Rudy	02/19/19	02/01/22	MDOT has agree to cov the upgrade of stormwater & catch basins Main Street & down 202 towards the Cemetery. They adv the plan will likely come up in the next 5-7 years. Town needs to id any other chges- increas water line size, increas stormwater line size, add conduit for underground utilities, add piping for natural gas so funding can be budg & all items add at the same time (rip the road up once). (4/2) Doug prov 8-12 year window for work on Main as guide for Council meaning analysis & plan should be done well beforehand. (4/16) MDOT adv the timeline for this proj is being moved up. Council agr to move up in priority at 5/7 meet & set a stand alone TIF workshop. Workshop held 7/2. (8/6) Min from 7/2 workshop appr. Council to set up another TIF workshop. (7/21) Council had workshop with MDOT & learned portion of road may be worked on in separate project for which engineering is underway. Await more info from MDOT. (9/1) Village walkabout was done with Patrick Adams MDOT, Water District, and others to identify issues/solutions. Rob Betz is coordinating with Ernie Harris on current project from Town line to Cumby's. Council followed up to determine scope of 2nd project from MTA interchange to Brown Street? Can orphan piece be added to that project? (2/16) Council agr to move to open list. (4/6) Nate & Alec had a walk thru with Rob where he adv phase 1 is moving forward, but phase 2 will now only include stormwater NOT a reconstruction of the road. Alec adv that the road is in terrible condition which cannot be adressed with an overlay. Council met with Water District and agreed Village TIF fund needs to be avail in coming year for planning. (5/4) Council incl \$75k TIF funds in budget (6/15) MDOT Rob Betz attend workshop and advised both projects are fund with 2023 construct projection. (9/7) Council will hold WS on 9/15 to complete their prep for MDOT meet (9/21) MDOT WS held - timelines work discussed. <b>Next Steps: New tasks logged on detail tab.</b>

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92	Open Space / Conservation Plan	O	H	11	12/01/22	Resolve State <b>Land for Maine's Future Grant Conversion</b> issue created by the <b>Tennis Courts</b>	Council	Nate Rudy	Kristen Muszynski	04/06/21	12/07/21	(4/6/21) Tennis Courts were built at the GNG HS back using a Land for Maine's Future Grant. Back in 2006, MSAD15 removed the tennis courts (after notifying the Town) to expand their parking lot. This was a violation of the grant program which requires the recreational space created remain conserved forever. Until the space is 'converted' into another space, the Town cannot accept or apply for additional grant funding. This grant program is the primary program in the State for purchasing and conserving open space. The Council has approved a Contract Zone Agreement for Stillwater Subdivision located on Woodcock which includes the donation of 12.9 acres of land to be used as recreational space. Doug Beck, who is handling the conversion issue, advised this would be a qualifying property. The process to approve the conversion requires the Federal Gov and can take up to 3 years. Doug B adv once the Town demonstrates a real effort towards the conversion, he can release the hold on the grant program. (7/6) Nate discussed with Doug Beck & had information on next steps. (9/21) Sandy adv checklist rec'd and Town must submit documentation to get ball rolling (10/5) Anne completed draft of paperwok. Doug advise it was sent today. (12/7) Kristin prov update from site walk with Doug Beck who identified a possible issue with the road ownership. She confirmed items 1-5 on the check list are complete. Council also agreed to approach MSAD15 to share costs of appraisals. <b>Next Step: Kristen &amp; Doug to provide more info on the road to Doug B so he may submit to Feds (item 6), Council to budget for yellow book/envir study(item 7).</b>
111	Ordinance	O	H	12	06/01/22	<u>Create Short Term Rental Ordinance and/or program in collaboration with ADU ordinances</u>	Nate Rudy	Nate Rudy	Kristen Muszynski	03/15/22	03/15/22	<u>(03/15/2022) Nate advised that Staff has prepared a couple options for the Council consideration. It is critical Gray put something on the books given the State's current work on ADU housing - namely allowing ADU at every single family home without regard to local zoning. Having something on the books could allow Gray more control/flexibility with possible upcoming changes. Gray also does not have a list of existing ADU or Short Term rentals. Next Step: Will be added to upcoming workshop for discussion.</u>
81	Ordinance	O	H	13	06/01/22	Need to create a <b>Water Extraction Ordinance</b>	Sandy Carder	Nate Rudy	Doug Webster	07/21/20	03/15/22	(7/21) Council was approached by Crystal Lake residents regarding many commercial vehicles from out of Town companies parking vehicles on the public boat ramp for long periods of time to extract water (pool, landscaping companies). Council discussed safety, access and water quality issues and agreed the activity should be prohibited. Deb spoke to the State and they advised we can put up signs right away - ordered. An ordinance should be created to ensure enforcement can be done properly. (4/20) Sandy adv a resident follow up on the signs which do not appear to have been installed at Wilkies beach. Nate will check into - Sandy let them know the ordinance change is still on our list. (2/14) Nate adv ordinance is ready for Council. (3/15) Doug rev proposed ordinance with Council who <u>provided feedback. Next Step: Will be added to agenda once proper 1st reading notification is done.</u>
104	Ordinance	O	H	14	06/01/22	Correct <b>Self Storage Ordinance</b> and create <b>restrictions on new facilities</b>	Doug Webster	Nate Rudy	Doug Webster	01/05/22	02/14/22	(12/21/21) Doug brought 2 issues to the Council which came up via a Planning Board review of 2 pending applications. (1) limit to 1 building and (2) should outdoor storage be allowed? Both were inadvertently overlooked when the ordinance was worked on last. The first one is impacting the active applications. Councilors raised issues with the number of self storage facilities being built in Gray. (1/5) Council reviewed in more detail and agreed to (1) update to existing ordinance to address 2 points raised (2) moratorium on self storage units which does not impact the 2 active applications and (3) proposals from PD on options to limit additional self storage facilities.(2/1) 1st read/public hearing held on both ordinance change & moratorium. (2/14) 2nd read & public hear held - Council appr <b>Next Step: Doug/Kristen to work up options on long term changes.</b>

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24A	Traffic	O	M	1.1	<a href="#">Detail Tab</a>	Based on TC meeting with State Representatives and Senator, identify action items to pursue both short term & long term. We will keep NG informed of our meetings/progress so they may attend, if they chose. <b>MDOT Portion.</b> <b>SEE SEPARATE TAB - FOR DETAILS</b>	Council	Council	Sandy Carder	02/22/18	02/01/22	Councilor Carder created meeting notes from Workshop (1/29), Councilor Foshay pulled action items to create list. Logging working list item to capture review/prioritization effort by Council. New individual items will be logged as needed. Council discussed at 3/6 meeting & agreed to set up separate meetings with MTA/MDOT - with a target date of end of April/beginning of May - MDOT - prior to a TC meeting 5:30pm start time. That will allow 90 minutes to discuss. <b>TC agreed signage - (1) old Rt26 vs by-pass (2) in Village around island (no sign again) (3) Depot Rd RR Xing would be priority 1.</b> Kyle also advised he will look into signage (1) & (2). Deb requested target date & CC State Reps/Senator. Deb spoke to MDOT advising of RT 26 bridge closure - suggesting it may be a good time to consider renaming Route 26. Deb advised a MDOT/Staff meeting was held (1) traffic movement permit at 97 shaker (2) closing shaker rd bridge MTA work (3) village island (4) rt 26 routing were discussed. (12/4) MDOT provided some info at Council meeting. (3/5) Sandy pulled down new workplan & sent to Councilors. (6/16) Rob Betz, Patrick Adams & Steve Cole from the MDOT attended a workshop with the Council to review various projects in process, in planning & on the future list. Patrick offered to come to Gray to do a walkthrough of all the various streets to obtain more information on the issues. (7/21) Walkthru set up 8/5. (12/7) Island item moved to Main Street detail tab. <b>Next Step: See Detail tab for more info.</b>
24B	Traffic	O	M	1.2	<a href="#">Detail Tab</a>	Based on TC meeting with State Representatives and Senator, identify action items to pursue both short term & long term. We will keep NG informed of our meetings/progress so they may attend, if they chose. <b>MTA Portion.</b> <b>SEE SEPARATE TAB - FOR DETAILS</b>	Council	Council	Sandy Carder	02/22/18	05/18/21	Councilor Carder created meeting notes from Workshop (1/29), Councilor Foshay pulled action items to create list. Logging working list item to capture review/prioritization effort by Council. New individual items will be logged as needed. Council discussed at 3/6 meeting & agreed to set up separate meetings with MTA/MDOT - with a target date of end of April/beginning of May - <b>MTA</b> - set up workshop in May - Peter Mills, Bruce Van Note - to open discussions based on Bruce's list. Added Dan's items - revenue sharing, gifting property & dual access curb cuts. Meeting held Mary 24th. See separate tab for details. Deb requested update and MTA has sent back initial feedback. Council discussed feedback & addt'l info from Deb. Discussed <b>possibly sending official letters to individual trucking companies</b> regarding avoiding Village rt26, concerns from MTA about trucks not seeing 'closure' signs and diversion study next steps. Councilor Maguire suggested inviting a MTA planner to future meetings. (12/4) MTA provided info on diversion study (5/4) Nate spoke to Mr. Mills & Erin at MTA <b>Next Step: Awaiting guidance from Legislative team. See detail tab for more info.</b>
97	Policy	O	M	2	12/31/21	<b>Update Council Rules</b> (1) charter language (2) grammatical (3) online meetings policy	Dan Maguire	Council	Sandy Carder	06/15/21	10/05/21	(6/15/21) Dan advised of two small changes needed in the Council Rules (1) 602.02 B2 add the words "a meeting" (2) 602.06 Ordinance - language does not match the Charter although meaning is the same - should match. Sandy adv any changes must be advertised and given we will likely need to update the rules to incorporate the new policy needed for online meetings (pending final language of legislation being considered now), she will hold changes until then to handle together. (7/6) Rep Moriarty presented Legislative update & bill text for online meetings. Needs to check regarding definition of "public body". (8/3) Council disc remote/hybrid meeting policy (9/7) Council approved policy. (10/5) Charter amendments approved & will be voted on at Nov election. New hybrid policy adopted but may change pending Legislative action in 2nd session <b>Next Step: Changes need to be drafted.</b>

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88	Infrastructure / Village TIF Goals	O	M	3	05/01/22	Infrastructure - <b>Shaker Rd Stormwater/Sidewalk - Project</b>	Town Council	Nate Rudy	Nate Rudy	02/22/18	01/04/22	<p>Steve/Will pres results of video work. Report was rev with MDOT Dale Doughy, Kyle Hall, Deb &amp; the Council (5/15) Steve adv full width paving was plan for some of RT 26. Dale confirm catch basin upg will be done for some. Sched a walkthr/meet w MDOT/Staff to rev of Rt 26 Vill to (1) id what is incl in the upcom overlay (2) dev a plan for the rest of the proj. Sub Items: (a) G-P to prov key to their-fair, poor, good categ (b) Town to prov plans for swalks/sign. Based on MTA fdack reg bridge swalk/bike lane fdack-look at mak sure plans (if not fund/prior immed) at least incl an ext of ped/bike lane down Skr to Skr Bridge. It is the route to the MS/HS from the Village. Results to be rev for budg imp by Council/Staff to create agree plan. Steve pres PW prior at 9/10 TIF Wkp incl this item. Council await more infor on Main St proj for next steps. (11/28) Council disc possibly add sidewalk from Russell to Shaker Rd into eng of this proj and/or work with MSAD15 for poss trail thru their prop to sidewalk. May qualfor MDOT sidewalk fund. Eng for proj in budget CIP-Council to disc 2/11. (2/19) Council agreed this is the top pri for fund. (6/11) Residents app budget-engin underway. (9/17) Will prov an update on engin, issues &amp; Council prov feedback. (10/15) Will/Steve met with DOT will update council at 10/28 workshop. (10/28) Upd prov-Council agreed to submit MPI appl. (11/12) Council disc Gray Park sidewalk alt &amp; agreed due to cost, it is not feasible. MPI should incl sidewalk on Gray Park Enercon side. Resol for park spaces imper. (2/4) Council held exe session-no act taken. (3/10) MPI appr by MDOT. (4/21) Council has agreed to use \$100k from TIF + \$652K from Bond - ques to be put to residents. Public forum to be held on actual project once feasible (covid-19). (4/28) rev warrant art (6/2) Council appr warrant art - go before voters 7/14/20. (7/21) Voters approved fund, Council to set up public forums. (9/1) Council set 9/29 for Public Forum - virtual meeting. Pre-planning meeting will need to be set up. (10/6) Sandy prov update from Public Forum. Alec/Will working on next steps. (11/17) Alec/Will will provide update 12/1 (12/1) Update prov - timeline appr - outstanding items ident - advertise by 12/11. (1/5) Out to bid. (2/16) Bid app (3/16) Council dis stripping - Alec to prov costs. Trees will be replaced via a change order once construction is underway. (4/20) Council app easements for project. (12/21) Nate shared a memo from Alec detail remain items (1/4) Alec prov outstanding list</p> <p><b>Next Steps: Remaining items to be add in Spring.</b></p>
83	Training	O	M	4	05/01/22	Discuss <b>additional requirements</b> for quasi-judicial Boards - <b>Planning and ZBA</b>	Council	Council	Nate Rudy	09/15/20	03/15/22	<p>(9/15) Council discussed the need to ensure long term viability of quasi-judicial boards and ensure opportunities for new applicants - via new requirements which may or may not include term limits, application wait periods, chair rotation, mandatory MMA training, pre-training options for those thinking about joining, mentoring, rotation of alternates etc. There was also discussion related to possible changes in Council Rules once quasi-judicial rules are set. (1/19) Sandy advised that she has been talking to GPCOG about a facilitated traning session to address the issues and update the expectations/roles. She has discussed with Kathy/Dan who agreed it was a good approach. Council also agreed. Kathy advised that there is money avail for PB training. (3/2/21) Sandy adv results of her meeting - workshop will be set for 1st week in May. (3/16) Sandy adv draft framework rec'd - meeting with Kathy/Nate/Sandy set up before respond to GPCOG. (4/6)With the goal of attend the BUILD ME seminars, Sandy has ask Tony to coordinate with the topics being offered to ensure best results from both efforts. (5/18) Given the resignation of Kathy, Nate is proposing the hire of a new Planner before proceeding. This will mean the Build ME seminars will happen first. Then, the new training session, then the in person meeting between the entities. (6/1) Nate provided new proposal from GPCOG which includes assistance with ordinance/zoning review to help create outline of change from Comp plan &amp; it includes this training. Funds from State agency will cover the costs. (7/6) Nate needs to hire new Planner before we proceed &amp; existing terms exp 8/31 for Committee members. (10/5) New members appt &amp; new Planner hired</p> <p><b>Next Step: Training/Forum set for 4/11/22.</b></p>

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69	Recreation	O	M	5	04/01/22	Create a <b>Pocket Park</b> including Historical Marker at <b>5 Yarmouth Rd</b> property	CEDC	Nate Rudy	Nate Rudy	12/17/19	02/14/22	(12/17) CEDC representative Rachel Rumson presented plans for a new Pocket Park on the 5 Yarmouth Rd municipal property which would include a Historic Marker as part of a Historical Trail - which was presented by Galen Morrison. Council provided some initial feedback. Kathy Tombarelli advised there was a possible grant that may assist with phase 1 of the project - earthwork. (1/7) Kathy provided a draft grant application at meeting and Council provided feedback. Council agreed to add to tracking list as project is ongoing and will involve Town Staff and funding. (1/21) Council approved CDGB application. (3/10) Kathy advised the grant was recommended for funding & is moving onto the next phase. (4/21) Kathy will follow up on status of process. (7/21) Planning board reviewed & were very supportive. Abutter meeting held with great feedback. Council approved Rachel Rumson as agent for Planning board work. Due to LD1 failure, grant funding now on hold. (9/1) Council discussed changes to Committee policy to address consultant work. (9/15) Council approved consultant changes to Committee rules (11/17) Council appr land exchange on site to clarify property line. (1/5) RFP has been posted. (1/19) Council approved 1 proposal rec'd. (2/2) Bruce adv a public forum was held to obtain Community input.(3/2/21) Bruce adv CEDC is working on name and bird house project and planning for Spring work. Alec adv he did some earth work in the Fall and is set to do add'l work in the Spring. The project did receive preliminary approval contingent on one sign off. (4/6) Council approv wood donation from Maschino's Lumber. (4/20) Council app picnic table donations from Aroma Joe's. Kathy adv park has PB appr (5/18) Permablitz was held & work session to lay brick. (6/1) CEDC prov update presentation and recommended name which Council approved. (9/7) 2nd Permablitz set for 9/11 (9/21) Council appr add'l exp for admin of the grant (in Kathy's absence)(2/14) CEDC adv most of grant fund spent <b>Next Step: Park set to be discussed at 3/3 budget workshop.</b>
99	Ordinance	O	M	6	<a href="#">K1</a>	Create <b>Water Quality (Shoreland) Ordinance</b>	Pam Wilkinson	Nate Rudy	<a href="#">Kristen Muszynski</a>	11/16/21	<a href="#">03/15/22</a>	(10/19/2021) Pam Wilkerson, President of Little Sebago Lakes Association made a presentation to the Council on behalf of the Lake Coalition which includes LSL, Crystal Lake and Forest Lake. They are requesting that the Town create a new ordinance to match the one passed in Windham to protect the water quality of the Town's Lakes. All three lakes are on the 'imperiled' State list. (11/16) Council agreed to proceed and log on our workplan. Sandy also advised that Pam was willing to create a draft to get the ball rolling - she will follow up. <a href="#">(03/15) Sandy adv that Pam Wilkinson is working on mocking up the Windham ordinance to provide as a starting point. She has not rec'd an update lately.</a> <b>Next Step: Sandy will share Pam's contact information with Kristen.</b>
105	Ordinance	O	M	7	07/01/22	<b>Update Agritourism Ordinance</b> to address changes in industry & markets	Krista Chappell	Krista Chappell	Krista Chappell	01/04/22	<a href="#">03/15/22</a>	(1/4/2022) Krista reviewed a proposal from the CEDC to update the Agritourism ordinance with several letters from Gray small agri-businesses in Gray. The ordinance was originally drafted for a specific location and requires a great deal of land 50 acres. That business was never built and since that time homestead farms, argribusiness farms, etc. have been growing in Maine & Gray. CEDC/residents feel changes are needed to help encourage continued growth in this economic driver and to be more flexible with new approaches - like permaculture which takes far less space. (3/1) Krista adv CEDC is setting up public forum to review changes residents may want to see. <a href="#">(3/15) Krista advised CEDC holding public forum on 3/16.</a> <b>Next Step: CEDC to make proposal to Council.</b>

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55	Administrative	O	M	8	Ongoing	Review current legal agreement between MDOT, Water District and Town regarding the <b>Route 26A winter maintenance and wellhead monitoring</b>	Deb Cabana	Nate Rudy	Nate Rudy	04/16/19	02/14/22	The MDOT has advised they intent to "NOT" renew the legal contract binding them to provide winter maintenance and wellhead monitoring on the Route 26A and wish to turn those responsibilities to the Town. Deb also advised that the last round of MDOT testing found elevated salt level in the testing wells. The current agreement clearly states the MDOT is responsible for addressing those elevated levels; however, they are disputing the cause. (9/3) Executive session held (12/17) add'l Executive session held - Council took no action. (2/17) Council discussed in Ex. Session (3/9) Water Conditions study request submitted via budget process. (7/6) Voters approved budget (11/16) Doug prov update - delay is due to identifying the best party to conduct study. WD has been consulted. Council voted to carryover funds. (2/14) Nate adv receipt of WD letter & that a plan of action has been worked up. <b>Next Steps: Nate will update Council at later meeting.</b>
70	Ordinance	O	M	9	<u>D1</u>	Review current <b>residential Subdivision Ordinance</b> for necessary changes in <b>Open Space</b>	Doug Webster	Nate Rudy	Doug Webster	02/04/20	<u>03/15/22</u>	(2/5) Doug advised there were some critical issues that needed review within the current residential Subdivision ordinance.(3/5) OAC provided priority order of outstanding items & this was included. Also, identified "Fire Protection" adjustments and Open Space standards as items to be worked on. (7/2) OAC set for 7/10 & this is on agenda. (2/4) Originally logged as Item 40 - Council agreed to split out the OPEN SPACE portion for the subdivision ordinance as a higher priority. Currently, developers are able to ID & use 'unusable' property as open space to meet the standard to obtain the density bonuses. Ordinance needs to be updated to require the space meet OS standards to count towards density. <u>(3/15) Doug will work on this as part of his VC/VCP review along with GPCOG's work on master plan. It is secondary to the growth Mgmt/multifamily housing work - but connected.</u> <b>Next Step: Doug to work on proposed changes.</b>
93	Public Safety	O	M	10	<u>K2</u>	Address dilapidated <b>Vacant Buildings</b> around <b>Shaker Rd/No. Raymond Rd intersection</b>	Council	Nate Rudy	<u>Kristen Muszynski</u>	09/01/20	<u>03/15/22</u>	(9/1/20) Council identified dilapidated vacant buildings around Shaker Rd/No. Raymond Rd need to be addressed as the MDOT will not be taking the structures done. (1/5/21) Deb/PD Staff reached out to the property owners. They recognized something needs to be done with the structures and property. They are wondering if zoning changes may be allowed to assist them with redeveloping the properties. PD Staff strongly encouraged new surveys be done first. (5/18) Sandy rec'd complaint from resident on status. <u>(3/15) Nate pres plan for PD Staff work to Council. Doug advised that this is a complex issue which may involve more 'code' work than ordinance work.</u> <b>Next Step: Kristen will work on after short term rental/ADU, self storage and water quality priorities.</b>
52	Ordinance	O	M	11	<u>05/01/22</u>	Develop local level <b>Sidewalk Construction standards</b>	Dan Maguire	Dan Maguire	Doug Webster	03/05/19	<u>03/15/22</u>	Dan brought up the possible need for local level construction standards for sidewalks after various discussions about status of existing or proposed sidewalks in budget & council meetings. (9/1) Anne provided Council with a "Green Streets Guide" shared by Lauren Meeks (Resident - MDOT engineer) who suggested it be considered when creating our sidewalk standards and during our infrastructure project planning. Dan suggested Lauren attend an OAC meeting in the future. <u>(3/15) Nate adv OAC has discussed &amp; PD Staff have proposals to use template options.</u> <b>Next Step: Nate will review with Council at upcoming workshop.</b>
76	Ordinance	O	M	12	<u>D2</u>	Amend <b>Subdivison Ordinance</b> to strengthen <b>Buffer Zone requirements</b> & provide more autonomy to PB relating to <b>internal roads</b>	Dan Maguire	Nate Rudy	Dan Maguire	05/05/20	05/05/20	(5/5) Based on feedback from the Planning Board regarding the current Buffer Zone requirement being reduced from the 50 foot mandate due to the location of houses and other issues, they are asking the Council to strengthen the language in the ordinance. In addition, they would like more autonomy related to mandating internal roads vs shared driveways to reduce curbcuts and assist with the buffer zone issue. Council agreed to log. <b>Next Step: Dan to bring to the OAC for discussion.</b>

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78	Ordinance	O	M	13	Contract	Create <b>Stormwater Standards for Watersheds</b>	Doug Webster	Nate Rudy	Doug Webster	06/02/20	03/15/22	(6/2) Council agreed to log new item to create Stormwater standards for watersheds which will consist of (1) obtaining assistance from Cumberland County Soil & Water Conservation District (2) consideration of watershed overlay to zoning map (3) setting up add'l peer reviews for PB applications (4) creating ongoing stormwater maintenance inspections/verifications (5) creating procedure to document agreements to bind future owners to maintaining stormwater plans. (3/15) Nate pres plan for PD staff work which included contracting out some of this work. <b>Next Step:</b> Doug to work with CCS&W.
94	Ordinance	O	M	14	K3	Update Town's <b>Ordinance</b> to reflect long term <b>Solar Array</b> policies for <b>residential</b> , all sizes.	Deb Cabana	Nate Rudy	Kristen Muszynski	04/20/21	03/15/22	(4/20/2021) Council finalized latest update to the Commercial Solar Overlay District Ordinance. This items is being logged to track the work needed on Residential Solar Array. (3/15) Nate pres plan for PD Staff work. Kristen will take this one over. <b>Next Step:</b> Kristen will work on after higher priority items.
44	Ordinance	O	M	15	D3	Review current <b>residential Subdivision Ordinance</b> for necessary changes <b>all other areas (besides Open Space - see item 70)</b>	Doug Webster	Nate Rudy	Doug Webster	02/05/19	03/15/22	(2/5) Doug advised there were some critical issues that needed review within the current residential Subdivision ordinance.(3/5) OAC provided priority order of outstanding items & this was included. Also, identified "Fire Protection" adjustments and Open Space standards as items to be worked on. (7/2) OAC set for 7/10 & this is on agenda. (2/4) Council agreed to split out Open Space (see Item 70) to make a higher priority from other changes needed in ordinance. (3/15) Nate pres plan for PD Staff to Council. <b>Next Step:</b> Doug will work on this one after higher priorities.
67	Residential	O	M	16	06/01/22	To review the status <b>Deer Acres</b> property (private road)	Residents	Council	Council	12/03/19	12/07/21	(11/12/19) A group of residents gave a presentation to the Council regarding the current state of their private road - Deer Acres. The road is not actually a deeded private road, but private property with easements. The residents feel the road has been severely impacted by the status of Gore Rd, and the fact that it is used as a connector between Gore Rd and Lyons Point Rd. They are seeking a workshop with the Council to discuss further and develop possible options for solutions. (12/3) The Council expressed serious concerns with taking over a private road, but felt there could be other solutions and they needed more information. They agree to a workshop. (12/17) Bruce advised residents will not be ready to talk until at least April when seasonal residents arrive back in State. (10/6) Council recognized that the residents may be leaving for their winter homes and will push this forward until next spring. (7/6) The window to discuss this has passed again this calendar year. (10/5) Sandy adv group will do presentation at 11/16 Council meeting after Council agreed to presentation in the 9/21 meeting (11/16) Group presented info to Council and answered questions. Nate later advised Staff would like to talk about road ordinance in general with recommended changes to reduce or eliminate add'l winter maintenance additions either temporarily or permanently. Sandy adv another road (Ramsdell) is now seeking a change so Town can do winter maintenance on addtl road being built. (12/7) Nate has req a larger conversation regarding road acceptance & winter maintenance. <b>Next Step:</b> Council to discuss larger issues and Deer Acres & Ramsdall Rd requests at upcoming workshop.
106	Ordinance /Standards	O	M	17	TBD	Create a <b>Dark Skies Ordinance</b> or imbed <b>Dark Skies standards</b> in other ordinances	Dan Maguire	TBD	TBD	01/04/22	01/04/22	(1/4/2022) Dan provided information related to the Dark Skies initiative to Council. Council agreed this has validity and is important given the level of infrastructure planning planned in the coming year as well as the work implementing the Comp Plan. No clear approach was defined, but Council agreed this topic needs to be raised as the above work moves forward. <b>Next Step:</b> Define path forward as more discussions are held.

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107	Ordinance	O	M	18	TBD	Create a <b>Fire Safety Impact Fee</b> to fund public <b>fire cisterns</b>	Dan Maguire	TBD	TBD	01/21/22	01/21/22	(1/21/2022) Dan suggested that long term, Gray should consider taking a different approach with fire cisterns which are currently handled within the sub division process. Developers are required to install cisterns under certain circumstances with Public Safety Director review. The quality, consistency and long term maintenance all vary with the Home Association taking over once Developer is done. The concept is to charge an impact fee, create a fire cistern fund and take over the installation and maintenance under Public Safety/Public Works. Council/Fire Chief agreed this approach may be better long term - pending details. <b>Next Step: Work on when time permits.</b>
90	Budget	O	L	1	06/01/22	Review and update <b>Sick Time carryover</b> and/or <b>payout provision</b>	Dan Maguire	Council	Nate Rudy	02/16/21	03/17/22	(2/16/21) This item has been discussed under the Budget tab startin in last year's cycle. Auditors have identified unfunded liability of close to \$400,000 for accumulated vacation, personal and sick time. Council requested add'l info on benefits in other Town's. Right now, there is no cap to sick time carryover and up to 50% of 90 days of time is paid out to employees when they separate from the Town. This seems out of line with other Towns. Council to consider a carryover cap and/or possible change in pay out provision.(7/6) Council discussed at workshop (1/13/22) Nate compiled data from other Towns & drafted an updated policy. Council rev and requested more info. Nate relayed feedback from Staff.(1/31) Nate prov add'l info, Council had brief conervation. (3/15) Council discussed <u>options at workshop &amp; identified parameters of changes requesting a little more info from Nate.</u> <b>Next Step: Council to discuss at 3/22 workshop &amp; make final decision.</b>
96	Budget	O	L	2	06/01/22	Analyze <b>Resources &amp; Responsibilities</b> within <b>Planning Department</b>	Dan Maguire	Council	Nate Rudy	06/01/21	03/17/22	(6/1/21) Dan asked to log this on the workplan. It is something the Council has discussed the last 2 budget cycles, but have not changed anything - mostly due to new code software being implemented, staff turnover, etc. Before next cycle, a full review of the department should be done to identify improvements to assist with economic development, and staff efficiency. (12/7) Nate adv he will have a proposal for budget season. (1/31) Nate prov proposal - Council rev & discussed. Agreed to add to Budget as starting point. (3/17) Council reviewed <u>proposed staff position changes &amp; realignment &amp; approved changes.</u> <b>Next Step: Final review of budget set for 3/22 meeting.</b>
98	Ordinance	O	L	3	K4	Review and update <b>Land Bank Commission Ordinance</b>	Sandy Carder	Open Space Committee	<a href="#">Kristen Muszynski</a>	10/19/21	03/15/22	(10/19/2021) While reviewing the Recreation Committee charge, Sandy pointed out the creation of the Committee stemmed from this now outdated Ordinance. In reading the ordinance, much of the roles and responsibilities have been changed, rest with the Open Space Committee or are not relevant anymore. Anne has agreed to bring to the OSC once their work on their Open Space Plan is complete and report back to the Council on recommendations. (3/15) Nate pres plan for PD Staff to Council. This will be assigned to <a href="#">Kristen</a> . Anne pointed out there is already on on the books & Open Space may be able to help. <b>Next Step: Kristen to handle after higher priorities.</b>
60	Ordinance	O	L	4	K5	Review current <b>Kennel related ordinances</b> , identify needed changes & update accordingly.	Deb Cabana	Nate Rudy	<a href="#">Kristen Muszynski</a>	06/04/19	03/15/22	(5/21) Council was made aware of issue via OAC meeting update. New Dog Officer has advised of conflicts between current ordinances and general residential practices. Gray also has existing Kennel businesses. There is also a State Statute involved. Everyone agreed identifying fixes to coincide with new licenses would be best way to communicate any changes. (6/4) Council agreed to move down the priority list - using license timeline as guide. (9/3) Dan advised being moved up due to timing for Dog Officer and Dog licenses. (10/1) Dan advised this one is almost complete. (12/3) Sandy suggested the OAC meet without Doug and work on what they can. Council & Deb discussed and agreed to give this approach a try with Doug reviewing work as needed. (3/15) Nate pres plan for PD Staff to Council. This will be assigned to <a href="#">Kristen</a> . <b>Next Step: Kristine to handle after higher priorities.</b>

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No	Goal/Category	*O/ F/C	** Prty	P No.	Target Date	Description	Sub by:	Owner:	Assigned to:	Dated Logged	Last Update	Comments
110	Revenue	O	L	5	08/01/22	Create <b>Legislative Bill</b> to reimburse <b>Commercial Solar Array Property Tax exemption</b>	Council	Nate Rudy	Nate Rudy	03/01/22	03/01/22	(03/01/22): Nate advised that Commercial Solar Arrays were exempted from local property taxes by the Legislature. After additional research, Lauren Asselin (Assessor) and Nate identified program which will allow for 50% reimbursement. Council directed Nate to send letter to Legislative Team urging them to provide the add'l 50% reimbursement knowing the session was already set. Rep. Moriarty advised there was nothing they could do, but provided contact in Maine Revenue Services to start discussion on proposed bill for next session which does not start until Jan 2023. The deadline for bills is late summer/early fall. <b>Next Step: Nate will reach out to contact at MRS.</b>
102	Training	O	L	6	07/01/22	Develop <b>Committee Volunteers training Webinar</b>	Council	Nate Rudy	Nate Rudy	11/20/21	11/20/21	(11/20/2021) Council discussed needed training for new Committee Volunteers and laid out timeline for annual goal/assignment setting meeting for all Committees. Everyone agreed some type of webinar could be created to allow new volunteers to review at their leisure with a review at the annual meeting. <b>Next Step: Nate will work with Staff to create a training webinar.</b>
87	Administrative	O	L	7	12/01/21	Review current <b>Fee policy</b> for <b>MSAD15, Gray and NG</b> to determine if there is a better <b>reciprocal approach</b>	Sandy Carder	Sandy Carder	Sandy Carder	02/02/21	06/15/21	(2/2) Sandy advised that this issue had been brought up at the last Joint Leaders meeting. A follow up meeting was held on 1/25 with Craig/Diane/Sam of MSAD15. There is a need to track costs and fees by all three entities. MSAD15 also has financial responsibilities that impact both Gray & NG. The issue is front line workers are left dealing with trying to apply fees when working with coaches, residents, staff, etc. which creates conflict as the taxpayers pay all three budgets. There was agreement there may be a better way to deal with fees. (5/4) Sandy adv next joint leaders meeting set for 6/17 & will follow up on status then. <b>Next Step: Diane will set up a meeting with Katy and NG representative to start by reviewing current processes - it was noted due to budget season, this would likely not take place until April.</b>
39a	Administrative	O	L	8	<u>08/01/22</u>	Need to review/reneogiate <b>Cable TV Contract</b> sometime in 2019-2021.	Deb Cabana	Nate Rudy	Jon Hartt	09/18/18	<u>03/15/22</u>	Deb advised she has asked Alissa Tibbetts, Town Attorney, to begin some research & that process can take up to 1 year. She also advised there is at least one resident willing to serve on a Cable TV Committee, if the Council choses to go that route. Council discussed briefly and confirmed either route will require legal review. Dan asked if there was a way for Alissa to provide a snopsis of the process/issues for council to better understand task. Deb advised significant changes have been made at the Federal level which will require more analysis before approach can be determined. (1/8 & 1/22) Feedback presented on item 42 Cable TV ordinance actually fit into the "contract" between parties. Will keep in mind for this item. (6/4) Legislature passed bill to roll back some of the changes (such as channel location, HD broadcast requirement, etc.) Deb advised GPCOG has sent out an RFP for the negotiator for the Towns invovled. There was no interest in a pre-contract meeting. (8/6) Deb advised GPCOG is preparing contract with law firm (only one rec'd but highly qualified). (10/15) Deb/Brad provided updates from the negotiation meeting with GPCOG attorney. (1/7) Council agreed to separate contract and committee into two action items. (9/15) Audit by consultant resulted in identifying monies owed (\$18K+) to Gray. GPCOG est negotiations will begin in the fall. (2/16) Deb adv target for contract is June. Spectrum disputing owed fees. (7/6) Anne adv this is at a standstill (12/7) Anne attended consortium meeting & provide substantial update. (1/4) Anne & Jon prov update on activities. Jon provided comparison between recommended consortium ordinance vs. Gray - Council agreed to move to consortium & provided some feedback. (1/18) Anne adv Bradley Law has meeting with Spectrum to start negotiations (3/1) Council held 1st read & hearing. <u>(3/15) Jon provided add'l info, Council approved ordinance.</u> <b>Next Step: Nate/Jon to obtain update from Bradley Law on negotiations.</b>

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B	Comp Plan Imp - break out item 84	O	H	4	01/15/22	Consider <b>New Committee</b> to monitor, supervise, ensure <b>Comp Plan implementation</b> proceeds	Council	Council	Nate Rudy/ Krista Chappell /Dan Maguire	12/01/20	03/15/22	(12/1) Council agreed current Committee should be retired as their charge is complete. Will send Thank You letters to Members and advise Council is considering a new Committee to assist with Implementation - asking them to advise if they are interested in continuing on. New Committee needs further discussion. (2/16) Sandy provided info from Windham Committee - hybrid structure. Generally, there was agreement that is the better model than all volunteer. It will be important to have people with know/exper on the committee. Should not set up until Council can give clear charge and goals to committee. Nate wants a chance to talk through options with Planning Dept as they will take leading role. Sandy also adv Windham hired a consultant to assist them. (10/5) Council agreed this needs to be a top priority in coming year (11/20) Council discussed options at retreat which included utilizing new annual meetings for goal setting/Committee assignments and developing a workgroup responsible for accountability to ensure assignments are being worked on. There was no resolution on the size & representation on that workgroup. (1/4) meeting held - Nate/Krista/Dan (1/18) Council rev framework for Committee & provided feedback(2/14) Krista/Dan shared their proposal. <a href="#">Dan to draft outreach memo &amp; share by 21st. Goal to have posted by end of Feb &amp; included in March newsletter. Application deadline will be end of March to coincide with first April meeting packet. (3/15) Dan adv he will work on shortly</a> <b>Next Steps: Hope to have outreach done by April 1st. Then applications can be presented at first meeting in May.</b>
E	Comp Plan Imp - break out item 84	O	H	4	01/31/22	Create <b>plan/timeline</b> for <b>Zoning changes &amp; ordinance changes</b>	Council	Council	<a href="#">Nate Rudy/ Doug Webster</a>	12/01/20	03/15/22	(12/1) Council needs to discuss/create a plan/timeline to update Zoning to reflect zones in new plan and determine prioritization to ensure development adheres to new plan. Will be related to Item 46 (Growth Plan) and Item 49 (Duplex changes) for which initial discussions were held, but placed on hold pending Comp Plan approval. (5/18) Council approved moratorium (4/6 eff - 180 days) to allow time for Staff to update standards/ordinances within the Village and Village Center zones. (7/6) Dan adv OAC is working on reviewing the current zoning against the new Com Plan zones with Town Staff and interns. (12/9) Council agreed to have Doug, Nate and Dan met to discuss the timeline/resources needed for the OAC to take a look at the Critical Rural zone and Village zones to determine options for updates as priorities to ensure protection of CR and no more loss of opportunities for appropriate growth in the Village. (2/14) Nate adv Doug has some initial changes related to density for the Village/VC areas ready to go. (3/1) 1st read & public hearing held. Council requested more information be pulled together & was willing to send to PB to obtain their feedback. <a href="#">(3/15) Council discussed feedback and made modifications to approach. Also reviewed Nate's proposal to address full review of zoning &amp; ordinances for VC/VCP which will include Doug's primary focus and engaging GPCOG while moving all other ordinances to Kristen.</a> <b>Next Steps: Current zoning/ordinance change will go back to 1st reading for 4/5 meeting.</b>

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A	TIF Goal / Budget - break out tasks from Item 34	O	H	5	02/28/22	TIF - <b>Mixed Use Zoning</b> Discussion for <b>Property next to Northbrook</b>	Town Council	Town Council	Doug Webster	01/22/18	12/09/21	(11/28/18) Mixed Use options were discussed at length. Next workshop set for 2/19 6-7pm prior to scheduled TC Meeting. (2/19) Council discussed options and agreed having some type of proposed changes to consider would be helpful. Should focus on Village, but also on large undeveloped piece abutting Northbrook as owners req. inclusion to help develop. Doug will work on. (12/09) Council identified the need to find a parcel that could be set up with mixed used development - such as the parcel included in the Village TIF which may attract a medical facility and/or larger store like Paris Farmers which expressed an interest in having a location in Gray, but could not find a suitable parcel/building.
B	TIF Goal / Budget - break out tasks from Item 34	O	H	5	TBD	TIF - <b>Center Rd / Bridge Redesign</b>	Town Council	Town Council	Town Council	02/18/18	02/19/19	Town to evaluate possible changes to bridge and/or reconfiguration and/or completion of Turnpike Acres - to address Center Rd outlet just below 5 Rd intersection/left turn issues for tractor trailers in Village (possibly part of TIF workshop to determine plans/priorities for Village infrastructure upgrades). MTA advised that Bridge was recently refurbished & widened so there are no immediate plans for more work; however, they remain open to discussion a realignment. (12/4) Part of solution to address tractor trailers in the Village is to address inability to make right hand turn from 202 onto route 100 - which includes alternate route - maybe via turnpike acres/center rd bridge. (2/5) TC moving to TIF Planning umbrella (2/19) Deb to find out replacement year from MTA.
D	TIF Goal / Budget - break out tasks from Item 34	O	H	5	05/01/22	TIF - Evaluation of possible <b>Sewer/Water treatment</b> option for Village	Town Council	Town Council	Nate Rudy	02/05/19	<a href="#">03/15/22</a>	During TIF public forums, a specific piece of property (22 acres) was added to the map as it was considered a good candidate for a future water treatment / sewer facility - due to the soils and location (gravity may eliminate need for pumps). (2/19/19) Deb confirmed TIF funding can be used to purchase property; however, it can only done once a full blown plan is created for usage. TIF funds cannot be used to buy property for recreation purposes. Council to discuss land acquisition CIP at 2/21 budget meeting. Council has agreed to set up a separate question on the warrant articles & will approve those articles at 5/7 meeting. (12/9) Council agreed Staff needs to provide some options for long term solutions - in the short term. <a href="#">(3/15) Nate adv Will &amp; Doug working on collecting data in conjunction with MDOT data.</a>
7	TIF Goal / Budget - break out tasks from Item 34	O	H	5	TBD	Develop possible <b>Special Assessment Fees</b> - handling as part of TIF discussions	Town Council	Deb Cabana	Town Council	01/22/18	02/05/19	The Planning staff provided high level information regarding possible use of a developed Special Assesment Fees which would be collected as part of new development to offset various costs. Council agreed they should be added to the tool box and requested more detailed information be pulled together for consideration. May be handled in conjunction with In Lieu Fees. 9/18 Council discussed reprioritizing, but decided to leave as is. Dan suggested that we identify other Towns using these fees and use their language as a base. (2/5) Council agreed to handle as part of TIF planning. <b>Next Step: Determine when Staff has capacity to work on.</b>
8	TIF Goal / Budget - break out tasks from Item 34	O	H	5	TBD	Develop possible <b>In Lieu Fees</b> - handling as part of TIF discussions	Town Council	Deb Cabana	Town Council	01/22/18	02/05/19	The Planning staff provided high level information regarding possible use of a developed In Lieu Fees which would be collected as part of new development to offset various costs. Council agreed they should be added to the tool box and requested more detailed information be pulled together for consideration. May be handled in conjunction with Special Assessment Fees. (2/5) Council agreed to handle as part of TIF planning. <b>Next Step: Determine when Staff has capacity to work on.</b>

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A	Route 115 - break out tasks from Item 4	O	H	Z	TBD	Obtain <b>Ledge Map</b> for scope of project	Council	Nate Rudy	Will Haskell	02/16/21	09/27/21	(2/16) Council agreed to split out tab & tasks from 1/19 workshop. Due to the ledge present on the hill, it was agreed a ledge map using radar was needed. (3/2/21) Will has provided est to Nate. (3/9) Council rev with Will. Doug ask that add'l boring on the slope of the road to ensure the ledge is fully identified. Will will update the proposal. (4/6) Will provided update & Council agreed (6/15) Voters appr budget, Council appr contract. (9/27) Will adv testing is underway. If tests results in identification of ledge, than radar mapping will be done. <b>Next Steps: Mapping should be done within a couple weeks.</b>
B	Route 115 - break out tasks from Item 4	O	H	Z	TBD	Obtain updated <b>full Survey</b> for scope of project	Council	Nate Rudy	Will Haskell	02/16/21	09/27/21	(2/16) Council agreed to split out tab & tasks from 1/19 workshop. Given there are no easements on this road, it was agreed an updated survey is needed from Main Street to 59 Yarmouth Road. (3/9/21) Will has provided est to Nate & Council reviewed. There were questions about who would conduct the ROW work - see new item MDOT meeting. (4/6) Will provided update & Council agreed (6/15) Voters appr budget, Council appr contract. (9/27) Survey is underway which will include identification of existing wrought & most impacted parcels. <b>Next Steps: Survey should be done within a couple weeks.</b>
C	Route 115 - break out tasks from Item 4	O	H	Z	TBD	Draft a <b>High Level Engineering Plan</b> for scope of project	Council	Nate Rudy	Will Haskell	02/16/21	09/27/21	(2/16) Council agreed to split out tab & tasks from 1/19 workshop. Council has asked Will to create a high level 'starting' engineered plan to help facilitate next set of workshops. This plan should include ALL possible options - which can later be dropped depending on scope/costs - such as adding underground stormwater, sidewalks on both sides, Brown street intersection reconfiguration, traffic calming measures, parking on either Yarmouth or Brown (depending on if Brown is made one way or not), Bike lanes, etc. (3/9/21) Will has provided est to Nate and Council discussed. Council agreed to include 2nd sidewalk in plan, but decision on whether to build will be determined on feasibility and costs. Also agreed to remove "full time inspection" costs until later in the project. The decision on part time vs full time will be easier to make once the project scope/complexity is identified. (4/6) Will provided update & Council agreed (6/15) Voters appr budget, Council appr contract. Council recommended WD reach out to Will asap to ensure their inclusion in same engineering effort. Money was allocated for their piece out the \$495k (9/27) Will prov some high level plans req guidance on several items. WD work being done by another engineer at firm. <b>Next Steps: Add'l guidance provided - Will to update plans &amp; provide estimates on costs to determine what may need to be cut before going to the residents.</b>
D	Route 115 - break out tasks from Item 4	O	H	Z	TBD	Provide past <b>Traffic Study for Brown Street</b>	Council	Nate Rudy	Will Haskell	02/16/21	09/27/21	(2/16) Council discussed past reviews of making Brown St one way. Will/Kathy/Doug indicated this issue has been looked at a couple times in the past. Will thinks he can dig up the past reports. Consideration is traffic pooling on Route 115, but also ability to prevent large commercial vehicles from using Brown to get to short Shaker (weight limit being pursued). (9/27) Council expressed strong support to making Brown street one way from Main to Yarmouth - to help solve safety issues, speed, heavy truck traffic on Shaker Rd, and parking issues. MDOT has not approved in the past. <b>Next Steps: Will to research further.</b>

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E	Route 115 - break out tasks from Item 4	O	H	Z	TBD	Set up <b>Joint Meeting</b> with <b>MDOT</b>	Council	Nate Rudy	Nate Rudy	03/09/21	06/15/21	(3/9/21) Will recommended we hold a meeting with MDOT as soon as possible in the process. Several items were identified for discussion (1) possible use of Federal funding (2) MPI/funding formula for project (3) ROW work responsibilities - if DOT does or Town (would have to hire specialist to handle). Meeting will include Will so proposal needs to be updated. (5/4) Nate has req a meeting & follow-up - looking for 5/18 workshop but no response to date. (6/15) MDOT Rob Betz atten workshop & adv Town needs to do easement work and then would hand over to MDOT. Doug asked about which method is preferred, Rob adv there is a manual to follow and that the question should be referred to Cathy Rawlings in Property Division. He will obtain more info for us. He also advised that 2022 MPI funding is all allocated. 2023 is next cycle - await engineering plan is a good idea to ensure we have the best figure - once it is set - we are locked in and we can only obtain \$625k from MDOT. He did adv having a "contingency" figure would be good for a project of this size. MPI contracts are usually signed the year before the funding and once signed Town has 36 months to complete project. <b>Next Steps: Town needs to complete more work to prepare for the MPI application.</b>
F	Route 115 - break out tasks from Item 4	O	H	Z	TBD	Set up <b>Meeting</b> with <b>Water Department</b>	Council	Nate Rudy	Will Haskell	03/09/21	09/27/21	(3/9/21) Sandy requested that a meeting with the Water District be added to proposal and done early in the process to identify their scope/timeline to allow for coordination. The TIF defines \$495,000 for their water line work in the project. (4/6) Council met with WD to discuss timeline. WD will provide an estimate of the money they will need in the coming 12 months to begin their engineering/planning. Sandy did adv the information is needed in time for the 4/20 warrant article vote. (4/20) Nate prov updated info from WD - Council agreed the WD req for Route 100 TIF funds was fine (under the \$495K) - subsequent discussions will be needed for overage and for the other TIF fund projects. (6/15) WD attend workshop (9/7) Council set WS 9/27 with primaries incl WD <b>Next Steps: Continue to include WD in meetings.</b>
G	Route 115 - break out tasks from Item 4	O	H	Z	TBD	Set up <b>Discussion</b> with <b>First Congregational Church</b>	Council	Nate Rudy	Will Haskell	03/09/21	09/27/21	(3/9/21) Anne pointed out there needs to be open discussion with the First Congregational Church on the reconfiguration of Brown Street intersection. We need to ensure they are aware of the proposals and are invited to the meetings (9/27) Council agreed that starting conversation with Church asap was critical to creating plans for public forum. <b>Next Steps: Will will work with Staff to engage the Church to review options for squaring Brown and dealing with their septic system.</b>
H	Route 115 - break out tasks from Item 4	O	H	Z	TBD	Identify <b>Blasting impacts</b> from project	Council	Nate Rudy	Will Haskell	03/09/21	03/09/21	(3/9/21) Anne pointed out if there is any blasting involved in this project, the Town will need to work with residents to minimize impacts and ensure damage is not done to their foundations. Will adv whether blasting will be needed is unknown at this point. <b>Next Steps: Blasting will be identified, if applicable, once more work is done on the planning.</b>
I	Route 115 - break out tasks from Item 4	O	H	Z	TBD	Schedule <b>Public Forums</b> for <b>property owners and residents</b>	Council	Nate Rudy	Council	09/27/21	09/27/21	(9/27) Council agreed that identifying the most impacted parcels first and holding on site individual meetings was paramount to identifying options for the road. Once that step is done, then holding a larger public forum for all Yarmouth/Brown road residents would be set to review draft plans and obtain feedback. All residents are welcome, but letters will be sent to Yarmouth/Brown residents. <b>Next Steps: Will to identify most impacted parcels.</b>
J	Route 115 - break out tasks from Item 4	O	H	Z	TBD	Obtain info on <b>Budget</b> and <b>MDOT MPI fund disbursement rules</b>	Council	Nate Rudy	Nate Rudy Will Haskell	09/27/21	09/27/21	(9/27) Council asked Nate to obtain new projections on how much money will be available in the Route 100 South TIF for this project. Council asked Will to talk to MDOT about how upcoming MPI schedule for the \$625k contribution and when the money would have to be spent if MPI was approved. There was concern that we could miss out on obtaining the funding, but on the flip side, not be ready to spend it given we will need at least a year to obtain easements. MPI funding cannot be used for easements. <b>Next Steps: Will to identify most impacted parcels.</b>

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K	Route 115 - break out tasks from Item 4	O	H	Z	TBD	Identify Firm to complete Easement Work	Will Haskell	Nate Rudy	Nate Rudy Will Haskell	09/27/21	03/17/22	(9/27) With MDOT advising they will not work on easement issues, Will adv his firm does not do that type of work. He has some names he can provide. We will need to obtain estimates so TIF money can be set aside and an RPF can be done. (3/15) Council discussed need to move TIF funds into FY23 budget to ensure easement work can proceed. Council also needs further clarification on WD portion of TIF funds. Next Steps: Nate will check in with Will for high level estimate.

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No	Goal/Category	*O/ F/C	** Prty	P No.	Target Date	Description	Sub By:	Owner:	Assigned to:	Dated Logged	Last Update	Comments
A	Main Str - break out tasks from Item 89	O	H	8	12/31/21	Obtain Stormwater Capacity Analysis from MDOT	Will Haskell	Nate Rudy	Will Haskell	12/07/21	12/07/21	(12/07/21) Will advised that the MDOT is completing an analysis of the stormwater capacity of the current system which directs flow to the MTA interchange and Cemetery area. Whether the current system can handle existing stormwater and/or has additional capacity is unknown and likely not well documented in regards to options. This information is critical to the plan for upgrades to Main Street and must be obtained before stormwater modeling can be completed. <b>Next Step:</b> Will/Alec and Nate to work with MDOT to obtain asap.
B	Main Str - break out tasks from Item 89	O	H	8	12/31/21	Identify what level of Survey information will be available from MDOT	Will Haskell	Nate Rudy	Will Haskell	12/07/21	02/01/22	(12/07/21) Will advised it is likely the MDOT did not do a detailed survey for their upcoming projects. This detail is needed to do the level of planning the Council is asking for and will need to be done first. It is possible to leverage off what was done for survey work. (2/1) MDOT information is not sufficient for Will to proceed. Nate rec'ing no response for meeting request <b>Next Step:</b> Letter sent to MDOT (along with weight limit/route numbering) with CC to Legislative team.
C	Main Str - break out tasks from Item 89	O	H	8	04/01/21	Signage/Bollard Posts - Village Island	Sandy Carder	Nate Rudy	Nate Rudy	02/22/18	12/07/21	MDOT will look at what they can do to make the island at the 5 lane intersection stand out so vehicles do not go the wrong way into head on traffic. Only current sign is "ENTER" provided by MTA. New striping is planned, but no response otherwise (9/4). 9/18 Council asked Deb to follow up with MDOT on their review - she advised she has meeting with MDOT on Wed 10/10. (12/4) Sandy asked MDOT at meeting about options. MDOT said they may have some flexible boillard type posts to try - will check their inventory. Steve noted it does make plowing more difficult. MDOT also may look at new signage - but that will require a full re-engineering of electric/posts at the intersection - see rt 115 listing on task list.(4/2) Dan advised at seeing another person drive into head on traffic in the wrong lane around the village island. (4/16) Deb advised MDOT is not willing to spend on permanent bollard due to history of destruction & costs. (6/4) Deb confirmed striping cannot be done before 7/1 (budget). Sandy asked if "ENTER" could be added to striping - may not be visible. Awaiting alternatives from MDOT. (12/7) This was originally logged under the MDOT detail tab - moving to Main Street as it will be incorporated in the plans.

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A	Traffic - MDOT - break out tasks from item 24A	O	M	1.1	06/01/22	Signage - Route 26 vs. Route 26A	Council	Nate Rudy	Nate Rudy	02/22/18	02/01/22	Village diversion/misdirection. Looking into eliminating/rename route 26/26A to prevent Truckers from going the wrong way through the village. MTA committed to helping push for changes with MDOT at last night's meeting & advised a suggestion to remove Route 26 starting at Washington Ave (Portland) through to merge with 26A has been suggested in the past. Route 26A would just become Route 26. Also, Jason suggested using the Town sign by the Transfer station or other electronic signs. Note: Cathy Breen had offered to check in with Garmin to obtain more information on GPS algorithms/process - follow-up? MTA will be closing bridge in summer 2019 - good time to coordinate removing "route 26" designation from Washington Ave to bridge. Keeping it from interchange - by-pass - north only. Deb is sending note 9/4. (12/4) MTA pointed out MDOT is not in agreement with full closure of the bridge due to lack of ability for rigs to turnaround if they miss detour signs. Also, not committed to changing route signs at this time - more discussion to follow. (9/17) Sandy advised she mentioned this issue to Rep Moriarty and he advised he would be willing to look into it to determine next steps on a formal request. (10/15) Rep Moriarty has established communication with DOT legislative liaison and they are willing to set up a meeting with DOT Staff that handle routes. Council discussed having pre-meeting but feel Rep Austin & Sen Breen are up to speed - Sandy will advise Rep Moriarty. (11/12) Sandy advised a meeting is set. (12/3) Sandy reviewed results of meeting & weight limit options. MDOT to provide info on costs for signs to change designation for just in Gray. Council agreed to coordinate weight limit with sidewalk project meeting & attempt to obtain approval. (1/21) Sandy sent follow-up on sign count/costs and asked for more info on weight limit process. (2/4) Sandy adv MDOT adv they were looking into (3/10) Sandy will follow up (8/4) Follow up done MDOT still needs to discuss before getting back to us. Council to set up public forums in Sept. (9/1) Public Forum set 9/29 - Sandy to follow up again. (9/29) MDOT sent resp hours before public forum. (11/17) Sandy will draft resp to MDOT letter. (12/15) Council approved response letter to be sent with alternate proposal to remove 26 & add to 26a while 26a remains. Weight limit work will continue via communication with residents/businesses. (1/5) Letter sent. (4/6) MDOT resp - sugg 'truck route' signs, not budging on sign replacement. (5/4) Nate & Sandy meet with Sen Breen staff 5/5 & submitted historical info on issues. (12/21) Council dis at meet & Nate will follow up on details for 'cost' of signs (2/1) Letter sent to MDOT req detailed invoice for costs and MTA info. (3/1) Sandy adv Bruce Van Note meeting to be held at end of March.
A	Traffic - MTA - break out tasks for item 24B	O	M	1.2	12/31/20	Diversion Study	Town Council	Nate Rudy	Nate Rudy	02/22/18	05/18/21	Town to define goals-study/parmts/data set to cap as much data/results as poss rel to exist prior traffic issues. need to deter int partners-NG,Poland,Cumber,Auburn,Windham? MTA ind poss prov 80+% of fund, but sugg Muni commit would prov more control over study/ensure buy-in. Partners could share the costs of the 15+%. 6 fig likely need, more data added to study = high costs. Deb adv MTA is work on poss optns, costs and part comm & hopes to pres at Oct TC meet. (12/4) MTA pres new data capture/purchopt that will incr data while drop costs. Scope disc ensued w Council need to send addtl feedback to Deb-chgs may incr costs-but MTA comm to a good study rather than just a 'cheap' one. MTA will reach out to NG next to deter if they will parti. (1/8) Deb will reach out to MTA to obtain new cont (Bruce Van Note has been appt to head the MDOT). (2/5) Mr. Mills resp, but prov no name. (2/19) Mr Mills is taking a diff appro than Mr. Van Note-he is propo MTA buy subscr at March meet. (3/5) NG is not inter in parti.(4/2) Sandy prov PPH article ind MTA, MDOT, PACTS and Port Transp grp have agrd to grp subscr to software. Await addtl feedfrom Mr. Mills. Ress appr budget. Deb sent e-mail to Mr. Mills. (9/3) Mr. Mills adv they are still work on it. (9/17) Sandy adv COG has access to data & sent mat to S Carver as they were inter to see if there was a role for COG to play. (11/12) Steph adv COG can prov info-Sandy to ob more info. (12/3) Sandy prov upd - GPCOG to take leave & prov prop for full coun to cons. (1/7) Sandy pres propos scope from COG-Counc req opts for MTA buy-in, but maj agreed to mov forw. Sandy will fol-up with Steph. Coun will vote on engage letter at 1/21 meet. (1/21) Coun voted to approve engag letter. (2/4) Sandy recap conf call with COG-ok with chgs-will look into poss ph 2 study to capture 'avoid' vs. 'divers' traffic with MDOT fund? (3/10) Sandy will follow up - Steph Carver is leaving GPCOG. Sen. Ned Claxton ask for info as his constituents in NG view this as a top issue. Sandy shared. (5/19) Study due end of June. (7/21) Delay but COG will add 'avoidance' analysis at no charge - target is Sept (9/1) Sandy adv draft report is done - final repot should be rec'd in a couple weeks. (9/15) Sandy adv final report has been rec'd - will send to Council & set up discussion when time allows. (10/6) MTA/MDOT have prov feedback to GPCOG. They resp to MTA, incorporating changes for MDOT. NG has ask for copy. Deb to talk to NG Mgr. (11/17) GPCOG resp to MDOT & are work on updating. (12/15) Sandy has rec'd updated study - will pull together all the material & send to Council. Will be placed on a future workshop agenda. (1/5) Diversion info shared (3/16) Council disc resp (1) to MTA (2) meet with Leg team + transp committee members (3) integrate in convo with MDOT on Route 100 projects (4) req mor info on LOS study costs/timeframes. (5/4) Nate & Sandy meet with Sen Breen staff 5/5 & submitted historical info on issues.

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B	Traffic - MTA - break out tasks for Item 24B	O	M	1.2	06/01/21	MTA Data - cash collection (vs EZPASS)	Town Council	Sandy Carder	Sandy Carder	02/22/18	05/04/21	<p>MTA will prov data for cash (vs EZPASS) from the regl booths-Gray,NG,Falm - to better deter funds being collect by high tolls. Ident collect funds will prov base to deter alter in toll location prices. Toll Data was prov, but Sandy asked if classes could be split out (12/4) Some minor toll disc occured at meet with MTA confir they can prov addt'l info. (2/19) Council disc opts for toll chgs and agreed to send letter to MTA with recomm/feedback. (4/16) Sandy prov draft to Council. Dan prov feed to Sandy. Council prov feed to finalize letter in 5/7 meet &amp; appr letter at 5/21 meet. Deb has sent. (8/6) Deb to follow up. Council agreed needed to follow-up before pull in Repres and/or Governor's office. (9/3) Mr. Mills resp as he has in the past. (9/17) Sandy met with Rep Moriarity &amp; he agreed next step is a letter to Rep/Breen and Governor and perhaps they can meet to see what add pressue they can apply-incl the issue of Complete street policy. (10/15) Sandy proposed alter approach of asking Leg. Reps to submit the issue to the Governor's Blue Ribbon Commis for consid as several fund pieces related to both toll inequity and diversion. Dan pointed out use of 295 (or 95 north of Augusta) by commut vs those forced to use 95 (south) is an issue as well. Council agreed and also want to focus on ask Leg. Reps to consider a bill that would put more teeth in the MTA complete street policy and give muni more say. Sandy will draft for Council rev at 11/12 meet. (11/12)Letter rev with feed prov. Sharon expressed concerns with tone of letter. Maj of Council felt it needed to be strongly worded esp given news story where Mr. Mills was dismissive of issues. Sandy remind that it is to the legis team, not the MTA directly. Sandy to update and send. (12/3) Council approved letter. (2/4) Sandy adv committee contin work - follow up after session (2/18) Sandy prov update on status of comm and council agreed we should follow up now. (3/10) Sandy shared with Sen. Ned Claxton upon request (3/16/21) See above Diversion (5/4) Nate &amp; Sandy meet with Sen Breen 5/5</p>

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10	Administrative	F				Develop process to review status of Paper Streets	Town Council	N/A	N/A	01/22/18	01/16/18	During the Council discussion related to approving an extension to ROW access to 'paper streets', the Council inquired if there was a long term goal to create a process to review/identify streets which should be removed from the list. Resources/timing were discussed as hinderances. <b>Council set this activity to "Future" given the renewal timeframe of 20 years has been reset. Future items will be reviewed annually, at a minimum.</b>
21	Administrative	F				Develop a method to analyze & potentially rank Committee Volunteer applications when more than one received for one spot.	Dan Maguire	N/A	N/A	02/09/18		During a workshop discussion on Jan. 8th, the Council agreed there could be situations where a formal review/ranking system may be appropriate, but it is unlikely one needs to be used in most situations. The Council reviewed a variety of options, ideas, etc., but decided to table this issue for a later date. <b>Will be considered a 'future' item.</b>
31	Ordinance	F				Review the issues and options surrounding Dock Lighting / Light pollution.	Deb Cabana	N/A	N/A	04/17/18	06/05/18	Town Staff has received a complaint/inquiry surrounding light pollution issues related to new LED dock lighting equipment. Given Councilor Foshay was absent at the Apr. 17th meeting, Council agreed to log (as it will be covered regardless - in closed, future or open), but to hold off discussion & prioritization until May 1st meeting review. Council discussed at June 5th meeting agreeing this <b>would be considered a future item</b> based on lack of available information. Possible OAC research item.
17	Economic Development / Budget	F				Research and compile data and options for a possible <b>Community Center</b> in Gray.	Town Council	N/A	N/A	01/22/18	05/07/19	During a Sept. TC Workshop discussing goals, the Recreation Dept. provided a proposal to realign funds collected by the Rec. programs under the Rec. Dept for use in maintaining/expanding programs. One major challenge identified was the lack of space to expand programs which create revenue streams for the Town. A new space (Community Center) was identified as a possible solution which could be paid for with current revenue streams. TC expressed support to obtain more information. <b>Next Step:</b> Rec. Dept. Staff will begin work to outline plan to obtain additional information. Council agreed this will be considered a "closed" Council item until the Rec. Dept. brings forth additional information. With availability of some land around the by-pass, this was discussed in 9/4 TC meeting. Deb stated \$62,000 is in the current fund. (11/13) Council agreed to move to Future list as the item continues to come up in discussions. (5/7) Concerns regarding current status vs. best practices were discussed during the 4/16 meeting - confirming programs exceed capacity at the Town facilities. See Closed item #57. Manager advised it was Administrative and under her purview, council agreed to add to this item & close #57 with Manager bringing forward any necessary policy issues.
23	Ordinance	F			TBD	Review current <b>ordinance governing noise</b> for updates and research possible <b>odor ordinance</b> .	Town Council	Deb Cabana	Doug Webster	02/09/18	10/01/19	During the special amusement license renewal of the American Legion Hall, much discussion was centered around the current decibel restrictions for noise in the existing ordinance was set at a reasonable level, existing activities that may be above that level, how the level would measured (by whom), and how complaints/enforcement would be handled. Doug Webster made presentation (3/6) of review/recommendations from Town Staff - raise limit to 60. TC discussed pros & cons of setting an actual decibel limit & enforcement. TC agreed to raise to 60, but also to add specific types of businesses/activities that would trigger limit. The Mfg Overlay/BD1/BD2 already have some type of noise restriction. Need to determine how complaints would be handled. (2/19) Council agreed to add "odor" to this item. (10/1) OAC feels due to lack of technology, other priorities and inability to enforce, this items should be moved to the future list. Council agreed.

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80	Ordinance	F			TBD	To create rules for <b>Chickens</b> in the various zones in Gray	Anne Gass	TBD		07/21/20		(7/21) A couple issues have arisen regarding Chickens and understanding what is and is not allowed. No real defined information in Town ordinances. Should be addressed at some point.
83	Infrastructure	F			TBD	Identify <b>Otelco Poles</b> to be <b>removed</b> on short <b>Shaker Road</b>	Alec Dodd	TBD		12/01/20		(12/1) As part of the pole analysis done for the short Shaker Rd 2021 Spring stormwater/sidewalk project, Alec talked to Otelco. Several poles only support old copper wire services. Once all users are transitioned to Fiber services, those poles can be removed altogether.
50	Economic Development	F	L	6	11/01/21	Work with the <b>Narrow Gauge Railroad</b> to review current situation and develop new plan.	Council	Nate Rudy	Nate Rudy	03/05/19	09/21/21	NGRR Board members made a presentation at the 3/5 TC meeting to update Council on recent events (loss of lease - deadline end of Oct and relocation of museum pieces on temporary basis to another location). Council/NGRR agreed a more detailed meeting was in order to determine what options remain for relocation to Gray, what resources would be needed - monetary/human, and the associated timelines. (4/16) Deb advised Doug had a meeting with NGRR Board and they are open to discussion, but cannot do at this time due to pending move. (8/6) Portland Press Herald reported the NGRR has withdrawn their plans to move to Gray and NGRR has removed trains & sign from Plaza. Council discussed how frustrating it is to find out via paper especially given this is the 2nd time and during the last visit by NGRR, the organization insisted they were still partnering with Gray. (9/3) Deb adv no response from e-mails - phone tag with Mr. Heinz - NGRR has engaged a broker to sell property. (9/17) Council discussed approaching NGRR to open discussion about donating the easement rights to the tracks to Gray - as a way to address those who contributed to NGRR relocation - both with time & money. (10/15) NGRR has responded. (12/3) Sharon wished to send an editorial letter to the paper regarding this item, but was willing to wait to see if the meeting is set after the Polar Express is done. Council felt current course was correct one. (1/7) Now that the Polar Express season has ended, Deb will follow up on meeting. (1/21) NGRR said they would get back to her (2/18) NGRR advised they are seeking professional assistance to deal with unraveling Gray issues. (9/15) NGRR sold a portion of the ROW to a private developer without notifying the Town or updating Deb as they said they would. Anne also adv NGRR will be just sitting on their property until values increase to allow them to break even with mortgage. Council is frustrated but since it is a private deal & does not involve Town, there is no legal leverage. (10/6) Council rev & app letter to be sent to NGRR. (9/21) Council sees no action happening on this so moving to future. NGRR has sold off pieces of their property without any contact with the Town as far as donating easements on the rail line.
98	Ordinance	F			TBD	Create a <b>Mooring Ordinance</b> for all <b>Gray Lakes</b>	Sharon Young			10/05/21	10/05/21	(10/05/21) Sharon Young submitted this request prior to her Council term expiration. The Council reviewed at the 10/5 meeting and agreed it was an issue that needed to be looked into; however, given there is a bill before the State Legislature (2nd session set to begin in 01/2022), Council wants to wait to see what the State decides to do or not do. In addition, more information is needed. The Lake Coalition presented information on a Shoreland Protection Ordinance they requested the Town create and there is likely going to be more discussion on that item. Mooring information could be collected at the same time.
36	Administrative	F			??	Review the current process for "Planned Unit Development" commercial subdivision to determine if routing the review & approval of commercial uses on lots in a <b>PUD subdivision to the Staff Review Committee</b> in lieu of the Planning Board.	Kathy Tombarelli	Nate Rudy	Nate Rudy	09/04/18	07/06/21	This item was brought up & discussed in the TC 8/7/18 meeting. Town Councilors agreed to consider the proposal, but could not determine whether support would be granted until some draft language was provided. Councilors expressed various concerns about the process which they would like addressed in that language. The Planning Board has also expressed some concerns with the change given PUDs are relatively new. (1/22) Dan advised Planning bd is okay with change as Planning Bd Chair sits on Staff Review Committee. (7/6) Nate needs to check the status of this one. (3/15) <u>So far none of these reviews have come up; therefore moving to future for later consideration if issues arise.</u>