

# City of Sanford



**From the Desk of  
Steven R. Buck  
City Manager**



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## Memo

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To: City Council  
Subject: Manager's Report for August 7<sup>th</sup>, 2018  
Date: August 7<sup>th</sup>, 2018

### **Tax Commitment and Mil Rate:**

The City's Assessor is ready to commit the 2018 Taxes. A State Municipal Tax Calculation Form of the current work is attached at the end of this Report.

The Budget Committee and subsequently the City Council authorized and the Voters Ratified the FY 18-19 Budget having an estimated Mil Rate for 2018 of \$20.75/\$1,000 of valuation with an Overlay the same as prior year at \$244,989.45. Now that the Assessor has completed the assessment and tax commitment for the year, the Mil Rate will be \$20.50/\$1,000 of valuation with an Overlay of \$246,702.10. This is \$0.25/\$1,000 less than prior estimates retaining an Overlay just \$1,712.65 as compared to prior year. Management notes that this result comes after significant investment in services and capital improvements on the Municipal side of the Budget as well as significant investments in staff, services, and school construction on the School side of the Budget. Management further recognizes the downward trend of the Mil Rate given these investments as a goal of matching budget to capacities and growth are being recognized.

### **Elections:**

Nomination Papers for City Elected Positions opened as of July 27<sup>th</sup>, 2018 and will close at 4:40PM on September 7<sup>th</sup>, 2018.

An Election summary is attached to this Report.

### **Stenton Trust:**

I have been in communication with EPA On Scene Coordinator Catherine Young on the status of the Stenton Trust Complex. Region 1 Office is still waiting for the signed Action Memo to be returned from Washington. Demolition Contract and Scoping cannot not start until the Action Memo is signed.

EPA has filed with the State Historic Preservation Office (SHPO) as well as the National Historic Preservation Office (NHPA) per requirements to preserve any/all features of the Mill complex especially the Saw-toothed Roof connector portion of the Complex.

EPA was further having difficulties obtaining Access Agreements signed by Gateway Properties via Jonathan Morse. The City was able to use its past routes of Attorneys to again gain Mr. Morse's signatures as required.

EPA still indicates demolition will start and be completed this construction season and the City still plans to perform Assessment Work and develop a Remediation Plan to get to a VRAP in this year as well.

### **Codes Department:**

Long time Code Officer of 18 years with the City, Shirley Sheesley, retired as of July 27, 2018. Shirley's expertise and work ethic will be sorely missed within the Department and City. On the same day that Shirley retired, Code Officer David Gilcrest resigned his position as a Code Officer under the Land Bank for Housing/Rental Inspections. The City had planned for the deficiency of Shirley retiring to work with three Code Officers but immediately found itself back to just two Officers.

Jamie Cole has been named Lead Code Officer and is committed to carrying the Department with new code officer Jeannie Wood until such time as the City can hire back two code officers. The entire State is actively seeking to hire new code officers and now the City finds itself in that mix. Currently both Positions are posted, one with an August 17<sup>th</sup>, 2018 end date and the second has been left open until filled. Please expect some level of delays for certain inspections as we seek to hire back Staff. Administration is also reorganizing Site Plan and Pre-Application meetings to lessen Codes time consumption until better staffed.

### **SanfordNet Fiber:**

The City received a favorable review by EDA on the submission of the Construction Contract Checklist for review. Authorization was granted that all EDA requirements were met and that the City could proceed. On July 26<sup>th</sup>, 2018 a Notice to Proceed was issued to Eustis Cable, LLC, as authorized by the City Council, to start construction on August 1<sup>st</sup>, 2018. An EDA required Construction Sign was placed across from City Hall with the structure to remain through construction by a temporary banner until such time as the permanent sign arrives as it has been ordered. A copy of the permanent sign is attached.

#### Next Steps for SanfordNet Fiber:

At the Notice Proceed meeting on July 26<sup>th</sup>, Eustis indicated that there were several areas that they could start before Make Ready is completed by the Utilities.

- Installation of the Optical Network Terminals and fiber connections into the buildings of all 87 Community Anchor Institutions
- Installation of the Calnex Optical Terminal Equipment to light the Network inside of City Hall Annex
- Order of the Fiber Optic Cable and Materials for the Project
- Start Pole attachment for the Three Segments of the Route already received and under progress
- City has issued all remaining Make Ready Payments to both Consolidated Communications and CMP for all remaining segments of the Fiber Network Route

The Construction is still scoped as a four-month process once Make Ready is complete. Given these first steps, the Construction may be able to be continuous even as Make Ready is being

completed by the other Utilities, not causing any further delay. The remaining concern at this point is a potential strike of Consolidated communications Staff due to an unsettled labor agreement negotiation.

**Tax Increment Financing Development:**

Administration continues to work with the Growth Council and an Intern from the Muskie School on the development of two newly proposed TIF Districts. One District will encompass the Sanford Airport Solar LLC development of the 50 megawatts solar array. The second TIF District and Development Plan will focus on the Unitil Gas Line Extension with Capture Revenues dedicated to Street and Sidewalk Improvements along the extension routes.

The initial District Formations is being encompassed into the Work Book of Existing and Future Proposed TIF Districts as a management matrix for the City Council to gauge the benefits of these newly proposed Districts. The Development Plans are being formed focused on Debt Service, Streets and Roads, Capital Improvements, Marketing and Economic Attraction. The Districts and Plans will start to be presented by early fall as the City moves forward on maximizing the public benefits to these two large scale developments of energy diversification within Sanford.

**Post Road Initiative:**

The City has been engaged on a series of phone conferences and meetings around the Post Road Initiative to partner with Utilities in a business model that allows for the expansion upon the City's Fiber to the Business Network of SanfordNet Fiber to a full Fiber to the Premise (every home) Business Model.

The City has been working with the Post Road Foundation and our Partners of the Sanford Water District, Sanford Sewer District, and Central Maine Power on the pending Business Model. Tilson Technology, the same firm used by the City of SanfordNet Fiber, is performing the engineering specifications and business modeling of this New Network. The Pre-Feasibility Study is to conclude by the end of September of this year after which decisions will be made for next steps to pursue.

Several Conclusions are already know:

1. The City's design of SanfordNet Fiber as a true middle-mile FTB Network as a Distributed Network of high fiber counts and appropriate location of Distribution Equipment has matched well with the proposed attachment of a FTP Network also of a distributive design.
2. The relationships build with our serving Utilities is an essential element to moving this model forward.
3. Secondary investment into the SanfordNet Network is seemingly conclusive.

# NOMINATION PAPERS NOW AVAILABLE

Nomination papers for Municipal Offices are now available in the City Clerk's Office. Positions available are as follows:

- Mayor for two years (1 position)
  - ◆ Incumbents: Thomas Cote
  
- City Council Member for three years (2 positions)
  - ◆ Incumbents: Fred Smith & Lucas Lanigan
  
- School Committee Member for three years (1 position)
  - ◆ Incumbent: Jonathan Mapes
  
- Trustee, Sanford Water District for three years (1 position)
  - ◆ Incumbent: John Cochran
  
- Trustee, Sanford Sewerage District for three years (1 position)
  - ◆ Incumbents: Paul Demers
  
- ❖ Municipal Office candidates must be residents and registered voters of the City.
- ❖ Nomination for City Council and School Committee requires a minimum of fifty (50) signatures of registered voters in Sanford/Springvale.
- ❖ Trustees for the Water and Sewer District requires twenty-five (25) signatures.
  
- The deadline to file nomination papers for all offices is **Friday, September 7, at 4:30 PM.**
  
- Questions regarding the nomination process can be answered by calling the City Clerk's office at 324-9125.
  
- Anyone who has questions about Elections or Voting should call the City Clerk's office at 324-9125 during normal business hours: 8:00 AM – 4:30 PM Monday thru Friday.



2018 ENHANCED BETE MUNICIPAL TAX RATE CALCULATION FORM

Municipality: SANFORD

Data entry fields

**BE SURE TO COMPLETE THIS FORM BEFORE FILLING IN THE TAX ASSESSMENT WARRANT**

- 1. Total taxable valuation of real estate 1   
(must match MVR Page 1, line 6)
- 2. Total taxable valuation of personal property 2   
(must match MVR Page 1, line 10)
- 3. Total taxable valuation of real estate and personal property (Line 1 plus line 2) 3   
(must match MVR Page 1, line 11)
- 4. (a) Total exempt value for all homestead exemptions granted 4(a)   
(must match MVR Page 1, line 14f)
- (b) Homestead exemption reimbursement value 4(b)
- 5. (a) Total exempt value of all BETE qualified property 5(a)   
(must match MVR Page 2, line 15c)
- (b) **Enhanced** BETE exemption reimbursement value 5(b)
- 6. Total valuation base (Line 3 plus line 4(b) plus line 5(b)) 6

**ASSESSMENTS**

- 7. County tax 7
- 8. Municipal appropriation 8
- 9. TIF financing plan amount 9   
(must match MVR Page 2, line 16c + 16d)
- 10. Local education appropriation (Local share/contribution) 10   
(Adjusted to municipal fiscal year)
- 11. Total appropriations (Add lines 7 through 10) 11

**ALLOWABLE DEDUCTIONS**

- 12. Anticipated state municipal revenue sharing 12
- 13. Other revenues: All other revenues that have been formally 13   
appropriated to be used to reduce the commitment such as excise tax revenue, tree growth reimbursement, trust fund or bank interest income, appropriated surplus revenue, etc. **(Do Not Include any Homestead or BETE Reimbursement)**
- 14. Total deductions (Line 12 plus line 13) 14
- 15. Net to be raised by local property tax rate (Line 11 minus line 14) 15

- 16.  x 1.05 =  Maximum Allowable Tax  
(Amount from line 15)
- 17.  ÷  =  Minimum Tax Rate  
(Amount from line 15) (Amount from line 6)
- 18.  ÷  =  Maximum Tax Rate  
(Amount from line 16) (Amount from line 6)
- 19.  x  =  Tax for Commitment  
(Amount from line 3) (Selected Rate) (Enter on MVR Page 1, line 13)
- 20.  x 0.05 =  Maximum Overlay  
(Amount from line 15)
- 21.  x  =  Homestead Reimbursement  
(Amount from line 4b.) (Selected Rate) (Enter on line 8, Assessment Warrant)
- 22.  x  =  BETE Reimbursement  
(Amount from line 5b.) (Selected Rate) (Enter on line 9, Assessment Warrant)
- 23.  -  =  Overlay  
(Line 19 plus lines 21 and 22) (Amount from line 15) (Enter on line 5, Assessment Warrant)

**(If Line 23 exceeds Line 20 select a lower tax rate.)**

Results from this completed form should be used to prepare the Municipal Tax Assessment Warrant, Certificate of Assessment to Municipal Treasurer and Municipal Valuation Return.