



TOWN OF CUMBERLAND, MAINE  
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**Twin Brook Advisory Committee  
Meeting Minutes  
November 3, 2005  
Town Hall  
6:30 P.M.**

**Present:** John Andrews, Glenn Hutchins, John Eldridge, Peter Gordon, Steve Moriarty

**Absent:** Stephanie Fowler-Enaire and Jeff Porter.

**Staff:** Town Manager, Bill Shane.

**I.** Call to order.

The meeting was called to order at 6:40 p.m.

**II.** Approve Minutes of Prior Meeting.

There were no minutes from the prior meeting.

**III.** Route 1 TIF District Information

Bill Shane provided information regarding the Tax Increment Financing (TIF) District for Route One North, which extends to include Twin Brook. 50% of the taxes go into the general fund and the other 50% go to the Town. The Town said it would dedicate 25% of those funds for recreation, open space and namely the Twin Brook Recreational Facility.

The committee reviewed the proposed impacts and allocations. Mr. Shane said that the Committee would need to begin development of a Capital Improvement Plan that should include a 5 or 10 year development plan and come up with some cost estimates.

John Andrews asked where else the money could go if it didn't go to Twin Brook.

Mr. Shane said that it could possibly go towards open space or property acquisition.

Peter Gordon asked if there was any property the Town was looking at that would cut into the funds provided by the TIF.

Mr. Shane said there was nothing on the table right now.

There was discussion regarding what, if any, water access the Town has, to Forest Lake and if there were any abutting properties to Twin Brook that the Town would be interested in. Peter Gordon asked if these types of parcels would be eligible. Mr. Shane said that abutting parcels are eligible under the TIF.

Mr. Shane said that the Committee should find a landscape architect to work out a master plan and incorporate the DEP site location and development permit, so that they can see what was permitted in the beginning.

There was discussion about what happens if the TIF money is not used and whether a bond would require a referendum. The Town Charter is structured so that the Town Council can authorize a bond and then there is a 30-day 'cooling off' period. Mr. Shane said that the TIF is good for the Town as far as commercial development.

#### **IV. Agricultural Use of a portion of Greely Road portion of Twin Brook**

The Town Council referred this item to the Committee. Councilor Steve Moriarty described the section of land, which is about 9-11 acres and asked the Committee members what they thought about an agricultural easement for a certain amount of time or simply allowing for the use of the section of land on a yearly basis. There was discussion of what was originally written into the deed regarding agricultural use and whether the land could be used as a community garden. Councilor Moriarty said there was the suggestion that there be a conservation easement which would protect it from future development. Peter Gordon did not like the permanency of a conservation easement. Councilor Moriarty said that was why the item has been brought before the Committee.

There was discussion regarding water availability for that portion of land creating the possibility of a community garden in the future.

Bill Landis recommended, for legal and insurance purposes, that there be some formal agreement drawn up on a yearly basis. The consensus of the Committee was to go along with this idea. Bill Shane suggested an annual license. There was discussion regarding equipment and farm waste that is on a section of the Town owned land. The Committee decided to recommend a two year license, ask for clean up of the equipment and farm waste and a certificate of insurance. Councilor Moriarty would pass these recommendations along to the Council. Bill Shane would develop language for the license.

#### **V. Parking and Road Access during large events.**

Bill Landis spoke about the parking at Twin Brook during large events. He said that there will be a wooden guard rail with a bollard installed at the end on the Tuttle Road side and the split rail fence on the Greely Road side will be extended, so that there will not be access to the road between the two sides.

Bill Landis suggested that the Committee take a look at the parking issue at Twin Brook and the possibility of requiring a parking attendant(s) either paid or volunteer. He also talked about school buses taking up car spaces at the last event and felt that this could have been helped if there was an attendant.

John Andrews suggested that there be parking at the schools with a shuttle down to the park during large events.

There was discussion about the events that took place this year and why the volume was so large. There was discussion about the scheduling of events. Bill Landis suggested that the Committee revisit this issue in January when they would give approval to the Athletic Director the school wants to hold the regional meet here next year.

#### **VI. Emergency Shelter**

Bill Landis said he got a preliminary price on a shelter from Hancock Lumber and described what the shelter would be made of and its possible location.

He thought that the shelter should tie in to the whole plan for the park, so he suggested moving ahead with the landscape architect. He hoped to have the shelter put in place in the spring.

Bill Shane said he would provide some aerial plans for the next meeting.

#### **VII. Fall Field Usage Fee Process**

John Andrews said that the field usage fees had not been billed yet. Bill Landis said the Recreation office staff would be sending these out.

Bill Landis asked Bill Shane to have the Finance Director create a separate field fund account for the field usage fees.

He also said that AYSO collected fees last year and would be donating them toward the field fund.

There was discussion regarding equity between all field usages in the Town.

#### **VIII. Next Meeting**

The next meeting was set for December 8, 2005 at 6:30 p.m. at the Town Hall. Bill Shane said he would call the landscape architect to see if she can make it to the meeting.

#### **IX. Adjournment.**

The meeting was adjourned at 8:00 p.m. by unanimous consent.

Respectfully Submitted,

Nancy Stroud  
Executive Secretary