

## **Minutes of the Interagency Review Panel's December 5, 2011 Meeting**

The meeting was called to order at 3:00 p.m.

The following members of the Panel, State Agency staff and the public were present:

### Panel Members

Tim Agnew  
Fenwick Fowler  
Harrison Horning  
Kenneth Fletcher  
Barbara Alexander

### Staff

Nina Fisher, DOT  
Todd Pelletier, DOT  
Toni Kemmerle, DOT  
Michael Barden, OEIS  
Nancy Macirowski, AAG

### Members of the Public

George Paquette, Bangor Hydro  
Kathy Billings, Bangor Hydro (Emera)  
Carol Purington, CMP  
Joe Rossignoli, National Grid

## **1) Welcome and Introductions**

Meeting called to order by Chairman Ken Fletcher. Introductions were made. Handouts included the December 5, 2011 Draft Bylaws, the Process Flowchart, the Agenda, and the October 31, 2011 minutes.

Motion made and seconded to approve October 31 minutes. The minutes were unanimously adopted.

## **2) Review of Draft Bylaws, Administration, and Energy Infrastructure Proposal and Review Process**

Discussion. Tim Agnew recommended that Section I (E)(3)(b)(2) (p.14) be edited to read "Members of the public shall be given an opportunity to comment on the application"

Motion made and seconded to approve the Draft Bylaws as edited. Draft Bylaws were unanimously approved.

Barbara Alexander posed question regarding the proposed flow chart and if it would be incorporated with the Draft Bylaws. Discussion ensued. Consensus of the panel members that process flowchart would be available as guidance material to maintain flexibility and would not be incorporated in the Draft Bylaws.

Next Steps: complete all required APA forms and submit to SOS office for public notice posting. Forms must be submitted by Tuesday for SOS posting on Wednesdays. Public Hearing is optional – if requested by 5+citizens, public hearing is required. Panel members agreed to schedule public hearing on the Draft Bylaws at its February 6, 2012 meeting, with an anticipated final adoption at its March 5, 2012 meeting. DOT staff to take the lead on completing required APA forms for delivery to SOS.

### **3) New Business**

Public Comment: When could solicitation be submitted? Solicitations could be processed after rule is finalized, which is scheduled to occur by mid March.

Toni Kemmerle recommended that subcommittee be formed to discuss appraisal issues. Likely that 2 RFPs will need to be issued in the future: one for corridor availability and second for appraiser services. Subcommittee to include staff from DOT and OEIS.

DOT and MTA in process of finalizing MOU.

Next meeting **January 9, 2012**

### **4) Meeting Adjourned at 3:40 pm**