

**SUMMARY.** This chapter details the methodology that the State Planning Office will use to identify service center communities pursuant to 30-A MRSA §4301, sub-§14-A.

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## SECTION 1. PURPOSE AND DEFINITIONS

### 1. PURPOSE

The purpose of this rule is to specify the information and methods that the office will use to identify municipalities and, under certain circumstances, parts of municipalities that serve as regional service centers and are thus identified as service center communities in accordance with 30-A MRSA §4301, sub-§14-A.

### 2. DEFINITIONS

As used in this rule, the following terms have the following meanings:

- A. “Census designated place” means a portion of a municipality that
  - (1) the United States Bureau of the Census defined as a census designated place based on the most recent decennial census;
  - (2) has a densely settled population center with a definite residential core with a density of 1,000 or more persons per square mile; and
  - (3) includes commercial, industrial or other urban land uses.
- B. “Consumer retail sales” means taxable sales of general consumer goods as identified by Maine Revenue Services and includes, but is not limited to, sales of clothing, motor vehicles, furniture, items of general merchandise, and meals and lodging.
- C. “Employment center index” means the ratio of the number of jobs in a municipality in which there are 500 or more jobs that are held by workers from more than 20 other municipalities, as determined by the United States Bureau of the Census, to the number of workers that reside in that municipality.

- D. “Federally assisted housing” means a building or buildings comprised of two or more residential housing units whose construction was financed in whole or in part with federal funds, including, but not limited to, funds provided by the United States Department of Agriculture’s Rural Housing Assistance Program and the United States Department of Housing and Urban Development, and in which a portion of the units are leased at a subsidized rate to persons or households whose income is below an established amount specified by federal or state law, as well as rental housing in a privately-owned building where the rent is paid in part by the Section 8 housing choice voucher program administered by the United States Department of Housing and Urban Development pursuant to 24 CFR Part 982.
- E. “Housing services index” means the ratio of the percentage of housing units in a municipality that are federally assisted housing to the statewide average for all municipalities of the percentage of housing units that are federally assisted housing.
- F. “Income” means per capita income or median household income in a municipality as determined by the United States Bureau of the Census, or, if recent census data is not available, by another source that the office deems reliable and accurate.
- G. “Index to state average” means to calculate a ratio by comparing a municipal value to a statewide average value, where the statewide average value is represented as 1.0 and the municipal value is represented proportionally as a decimal greater than, less than or equal to 1.0, as compared with the statewide average value.
- H. “Job” means an employment opportunity identified by place of work data compiled by the United States Bureau of the Census or by covered employment by place of work files maintained by the Maine Department of Labor.
- I. “Jobs-to-workers ratio” means the ratio of the number of jobs in a municipality to the number of workers that reside in that municipality.
- J. “Median” means the numerical value at which half of the cases in a category are greater than and half less than that numerical value.
- K. “Municipality” means a city or town within the State.
- L. "Office" means the State Planning Office.

- M. “Regional service center” means a “service center community” as defined by 30-A M.R.S.A. §4301, sub-§14-A that is identified by the office pursuant to Section 2 of this chapter.
- N. “Service sector index” means the ratio of service sector jobs in a municipality as compared to the statewide average for municipalities.
- O. “Service sector job” means a job typically found in concentrations in a few municipalities rather than widely dispersed among many municipalities that involves provision of services of a regional nature, including jobs in the following North American Industry Classification System (NAICS) categories as used by the United States Department of Labor:
- (1) Higher education institutions, libraries, museums, and related educational or cultural resources services (NAICS 611310, 611210, 519120, 611430, 611512, 611519, 611610, 611620, 611630, 611691, 611692, 611699, 611710, 712110, 712120, and 712130, 712190);
  - (2) State, federal and county government offices (NAICS 237310, 921190, 922110, 922120, 922130, 922140, 922160, 922190, 923110, 923120, 923130, 926110, 926120, 488111, 926140, 928120);
  - (3) Hospitals and health care facilities, including nursing and residential care facilities, health clinics, and health care professionals (NAICS 621111, 621112, 621491, 621493, 621210, , 621310, 621320, 621391, 621330, 621340, 621399, 623110, 623210, 623220, 623311, 622110, 622210, 622310, 621511, 624512, 339116, 621610, 621492, 624410, 621420, 621498, 541430, 541922, 621991, 621999, and 623312, 623990);
  - (4) Social services primarily in non profit agencies providing social services (NAICS 624110, 624120, 624190, 624210, 624221, 624229, 624230, 624310, 624410, 813212, 813219, 813311, 813312, 813319); and
  - (5) Professional services, including legal services, engineering services, research and testing facilities and related highly specialized services (NAICS 541110, 541330, 541310, 541360, 541370, 541711, 541712, 541720, 541910, 541380, 541940, and 561110, 541611, 541612, 541312, 541613, 541614, 561210, 541618, 541620, 541690).
- P. “State” means the State of Maine.

- Q. “Trade center index” means the ratio of annual consumer retail sales per capita in a municipality to the statewide annual average consumer retail sales per capita for all municipalities adjusted to reflect regional differences in income as provided in Section 2, subsection 1, paragraph B.
- R. “Urban compact area” means that portion of a municipality that the Maine Department of Transportation has identified as a compact area of an urban compact municipality pursuant to 23 M.R.S.A §754.
- S. “Workers” means persons with jobs in a given geographic area, as determined by the United States Bureau of the Census’ estimates or by the Maine Department of Labor’s estimates of employment for minor civil divisions; whichever the office determines is most current and reliable.

## SECTION 2. METHODOLOGY FOR IDENTIFICATION OF REGIONAL SERVICE CENTERS

### 1. PREPARATION OF INDICES

The office will prepare an employment center index, trade center index, service sector index, and housing services index as follows.

- A. Employment center index. The office will prepare an employment center index by:
  - (1) identifying those municipalities in which there are 500 or more jobs, as determined by the Maine Department of Labor or by the United States Bureau of the Census, that are held by workers from more than 20 other municipalities, as determined by the United States Bureau of the Census; and
  - (2) for each municipality identified pursuant to subparagraph (1), dividing the jobs-to-workers ratio for each such municipality by the statewide average ratio.
- B. Trade center index. The office will prepare a trade center index for each municipality by:
  - (1) calculating the per capita consumer retail sales for each municipality by dividing the total amount of consumer retail sales by the municipality’s population and then indexing the per capita consumer retail sales for each municipality to the state average by dividing the per capita consumer retail sales for each municipality by the statewide average per capita consumer retail sales;

- (2) indexing the income for each municipality to the statewide average income by dividing the income for each municipality by the statewide average income;
  - (3) calculating an income adjusted per capita consumer retail sales index by dividing, for each municipality, the per capita consumer retail sales index calculated pursuant to subparagraph (1) by the income index calculated pursuant to subparagraph (2); and
  - (4) dividing the income adjusted per capita consumer retail sales calculated pursuant to subparagraph (3), by the statewide average per capita consumer retail sales.
- C. Service sector index. The office will index the percentage of service sector jobs in each municipality to the state average by dividing the percentage of service sector jobs in each municipality by the statewide percentage of service sector jobs.
- D. Housing services index. The office will index the percentage of federally assisted housing units in each municipality to the state average by dividing the percentage of federally assisted housing in each municipality by the percentage of statewide housing units that are federally assisted housing.

## 2. IDENTIFICATION OF REGIONAL SERVICE CENTERS

- A. Identification. Within 60 days of the final adoption of this rule, the office will identify as a regional service center:
- (1) any municipality that, as determined pursuant to subsection 1 of this section, has
    - (a) an employment center index or trade center index of 1.0 or greater;
    - (b) an index of 1.0 or greater on any other index; and
    - (c) an index of 0.5 or greater on any additional index;
  - (2) a portion of any adjacent municipality that is:
    - (a) a census designated place or an urban compact area; and
    - (b) adjacent to a regional service center identified pursuant subparagraph (1), provided that the municipality in which the census designated place or urban compact area is

located is party to an agreement with the regional service center to which it is adjacent to work in a cooperative manner on any project for which the municipality seeks financial or other support as a regional service center; and

- (3) one or more adjacent census designated places or urban compact areas, one of which is adjacent to a census designated place or an urban compact area identified as a regional service center pursuant to subparagraph (2), provided that the municipality in which the census designated place or urban compact area identified pursuant to this subparagraph is located is party to an agreement with the neighboring regional service center identified under subparagraph (1) to work in a cooperative manner on any project for which the municipality seeks financial or other support as a regional service center.

Cooperative planning for development and implementation of projects may be facilitated by regional councils, as defined by, and is encouraged.

- B. List. The office will maintain and make available in electronic format the list of municipalities identified as regional service centers pursuant to paragraph A.

### 3. UPDATE

The office will update every ten years the list of regional service centers maintained pursuant to subsection 2, paragraph B in accordance with the methodology detailed in this chapter. The office will publish on the internet the data and indices used to update the list.

The first update will be published in 2012.

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STATUTORY AUTHORITY: 30-A MRSA §4301, sub-§14-A (enacted by PL 2001 c. 90, §1)

EFFECTIVE DATE:

June 1, 2008 - filing 2008-193.

AMENDED:

FISCAL IMPACT: The rule imposes no direct costs or other economic burden on municipalities. The rule may affect a municipality's eligibility or preferences for certain state loans, grants, and assistance. Although the rule is intended to affect distribution of certain state loans and grants, as noted above, the rule neither increases nor diminishes the amount of such funding available to municipalities.