

**CEDC Meeting
November 1, 2018 – 6:30 PM
Town Office Conference Room**



Meeting Materials

CEDC
Thursday November 1, 2018
6:30pm – Town Office Conference Room

CALL TO ORDER

- Guest acknowledgements
- Approve minutes
- Review financials – Matt Garside

NEW BUSINESS

OLD BUSINESS

- BAH – Next Event
- Subcommittee Update for Fall 2019 Event
- Marijuana Committee Update
- Business Signs – Review CLUC and understand if anything needs to be done for next town meeting that is “comprehensive”
- Business Seminars – Potential to set up seminars or get Poland business to attend other seminars. (show the one in newspaper)
- Banners
-

OPEN ISSUES

- Bin List for Sarah

ADJOURNMENT

CEDC Meeting Minutes

For October 4, 2018 Meeting

CALL TO ORDER

Chairperson Steve Robinson calls the meeting to order at 6:30 PM with Members Ray Cloutier, Norm Davis, Deb Ouellette, and Cyndi Robbins present. Members Stan Tetenman and Jay Kiel absent with notice. Member Bill Eldridge absent without notice.

Guest Acknowledgements

Guests present Matt Garside, Walter Gallagher, Joe Cimino, and Jimmy Walker.

Approve Minutes

Ray Cloutier moved to accept the meeting minutes from the September 6, 2018 meeting. Norm Davis seconded the motion. Discussion: None Vote: 5-yes 0-no

Review Financials – Matt Garside

Matt Garside went over the financials. The expense for PS Bottling was for notices in the paper and the expense for CEDC – GIS Expense was for an update to GIS.

NEW BUSINESS

BAH – Next Event and Business of the Quarter

The Committee decided the next BAH will be November 8th from 5:00 pm – 7:00 pm at Cyndi's Dockside. Cyndi Robbins will work with Walter Gallagher to create the postcard.

Cyndi Robbins moved to make Gathering Winds Farm on Poland Corner Road the business of the quarter. Norm Davis seconded the motion. Discussion: None Vote: 5-yes 0-no.

All of the 2018 businesses of the quarter will be celebrated at the BAH. The businesses are: McDonalds, Chipman Farms, Northeast Bank, and Gathering Winds Farm. Deb Ouellette suggested getting all the businesses signs from Poland House saying the town name and established in date. Cyndi Robbins moved to have Deb Ouellette get the Poland signs from Poland House. Ray Cloutier seconded the motion. Discussion: None Vote: 5-yes 0-no.

Cost Estimates for TIF Project – Matt Garside

Matt Garside went over the handout from Wright-Pierce regarding the extension of the water and sewer lines. The Committee would like to know if Wright-Pierce would do cost segments for water and sewer: from near Top Gun to the Poland Spring Inn, from the Poland Spring Inn to Cyndi's Dockside, from Cyndi's Dockside to Whalesback Road, and from Whalesback to PRHS.

Cyndi Robbins moved to recommend to the Board of Selectpersons that they agree to spend up to \$5,000.00 for Wright-Pierce to look at extending the water and sewer lines. Ray Cloutier seconded the motion. Discussion: None Vote: 5-yes 0-no.

Subcommittee Update for Fall 2019 Event

The members are working on scheduling another meeting.

Marijuana Committee Update

The last meeting was an education event presented by the Town lawyer. The goal is to produce a land use code on medical and adult use if the Town opts in to allowing marijuana. The

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question at the annual Town Meeting will be a yes or no and if you vote yes then x,y,and z are what we've come up with.

The next meeting will be Wednesday October 10th.

Business Signs

The Committee would like to look at the CLUC section on signs and come up with some new language that meets the needs of businesses as well as the desires of the townspeople to not have large and bright LED type signs. Look and see what freeport has done with their ordinances. Steve Robinson will reach out to the Planning Board to see if they'd like the Committee to do this. Also, Look into having a workshop to understand other towns ordinances.

Business Seminars

Should the Committee have their own business seminars. Suggested topics are: website building and social media marketing. The Committee would like to poll the local businesses for input on what they'd like to see for seminars. Send out a quick survey or ask at BAH – would you attend an evening seminar promoting marketing, Facebook, etc.? What time works for you?

Steve Robinson will reach out to John Williams and Becky.

Steve Robinson will reach out to Sarah Merrill to create a survey.

Banners

Mr. Chips was unable to attend this meeting. The Committee looked at the banners Bethel has put up which they really like. The banners were created by an online company called Street Décor, Inc. The Committee would like to use this company to create banners similar to Bethel's. For the design they'll take the tree, land, and water from the logo and put it at the bottom of the banners.

Questions that need to be answered: Whether CMP will approve this. Who's going to install them? Can we borrow a lift truck from Mechanic Falls?

Cyndi Robbins and Steve Robinson will spearhead this and come to the November meeting with pricing, info on brackets, etc.

Cyndi Robbins will also check to see if Polandme.com is available (to be used at the bottom of the banners) and she'll talk to CMP.

OLD BUSINESS

OPEN ISSUES / OTHER ISSUES

Deb Ouellette

Deb Ouellette stated that she needed to resign from the Committee because at the moment she's unable to make the time commitment. The Committee asked if instead of resigning completely if she'd be able to be an alternate and attend when she was able. She agreed and will send Sarah Merrill a letter.

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ADJOURNMENT

Cyndi Robbins moved to adjourn the meeting at 8:00 pm. Ray Letourneau seconded the motion.

Discussion: None Vote: 5-yes 0-no

Expense Detail Report

Department(s): E 400-01-5650 - E 400-01-5650
October

Account-----			Current			Unexpended
Date	Jrnl	Desc---	Budget	Debits	Credits	Balance
400 - PSB TIF 1 FUNDS			56,500.00	9,268.39	94.50	47,326.11
01 - PSB TIF 1			56,500.00	9,268.39	94.50	47,326.11
5650 - CEDC EXPENSE			56,500.00	9,268.39	94.50	47,326.11
10/04/18	P 0180	10/04/18 Payroll (Dist)		98.00	0.00	
10/11/18	P 0196	10/11/18 Payroll (Dist)		98.00	0.00	
10/18/18	P 0204	10/18/18 Payroll (Dist)		98.00	0.00	
10/25/18	P 0215	10/25/18 Payroll (Dist)		98.00	0.00	
October			0.00	392.00	0.00	46,934.11
Expense.....			56,500.00	9,660.39	94.50	46,934.11
Division....			56,500.00	9,660.39	94.50	46,934.11
Department..			56,500.00	9,660.39	94.50	46,934.11
Final Totals			56,500.00	9,660.39	94.50	46,934.11



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INVOICE

Sold To: Town of Poland
Attn: Matt Garside
1231 Main Street
Poland ME 04274

Invoice: 181732-01
Invoice Date: 10/18/2018
Order Date: 10/12/2018
Job Number: 181732
Customer Number: 2730
Purchase Order Number: none
Salesperson: Walter Gallagher

AR Contact: mgarside@polandtownoffice.org

Quantity	Description	Price
250	CEDC Business After Hours Postcard	160.00

Invoice Total: \$160.00

We Appreciate You!!

Terms: Due in 30 days

EXPENSE AUTHORIZATION

Date: 10-18-18
Account: E-400-01-5050
Signature: Me

*Gave to Brett 10-18-18
spm*