

**CEDC Meeting**  
**August 2, 2018 – 7:00 PM**  
**Town Office Conference Room**



**Meeting Materials**

CEDC  
Thursday August 2, 2018  
7pm – Town Office Conference Room

**CALL TO ORDER**

- Guest acknowledgements
- Approve minutes
- Review financials – Matt Garside
  - o Line item financials for the year

**NEW BUSINESS**

- Discussion about the informational meeting
- Direction about what Sarah is supposed to do for CEDC and a list of her duties at the end of every meeting
- Special Town Meeting and advertising
- Landscape quotes
- A recap on subcommittee meeting about town festival
- Fire Hydrant on Route 26 – Joe Cimino
- CLUC Change for Special Town Meeting (September 13, 2018) – Brian Merrill

**OLD Business**

- 2018 Maine Business to Business September 6, 2018

**OPEN ISSUES**

- Kiosk
- Banners
- Welcome kit
- Water to Shaker Hill
- Member binders

# CEDC Meeting Minutes

For July 12, 2018 Meeting

## **CALL TO ORDER**

Chairperson Steve Robinson called the meeting to order at 7:00 PM with Members Ray Cloutier, Norm Davis, Deb Ouellette, Cyndi Robbins, Jay Kiel, and Stan Tetenman present. Member Bill Eldridge absent without notice.

### Guest acknowledgements

Guests present Matt Garside, Joe Cimino, Jimmy Walker, and Marcel Gagne.

### Approve minutes

Norm Davis moved to accept the meeting minutes from the June 14, 2018 meeting. Cyndi Robbins seconded the motion. Discussion: None Vote: 6-yes 0-no Member Stan Tetenman abstained from the vote.

Cyndi Robbins spoke to Bill Eldridge at Heritage Days about giving a letter asking to be made an alternate member. Sarah Merrill will follow up to see if a letter has been received yet.

### Review Financials – Matt Garside

Went over the financials in the new format. The conversation was tied in with Invoices and Landscaping. Members would like a line item of the financials for the past year. Cyndi Robbins motioned to accept the financials for June. Ray Cloutier seconded the motion. Vote: 7-yes 0-no

## **NEW BUSINESS**

### Invoices

Copies of the invoices paid in June 2018 were in the packet. This conversation was part of reviewing the financials.

### Cooperative Development Institute – Matt Garside

Guest marcel Gagne spoke about what the Cooperative Development Institute does and gave handouts. Mr. Gagne talked about helping businesses become employee owned, about helping mobile home park residents gain ownership of the park and create a board, and about helping create cooperative food systems.

Cyndi Robbins suggested Mr. Gagne be a speaker at the next Business After Hours.

### Electric Vehicle “Ride & Drive” July 19, 2018 from 5:00 pm– 7:00 pm @ Ricker Library – Matt Garside

It will be a social, car club, informational type event. Matt will follow up on getting this as a press release.

# CEDC Meeting Minutes

## For July 12, 2018 Meeting

### Fall Event/ Poland Days Subcommittee

This is a good idea, but we need to know what the mission is. Is it about awareness of Poland? Cyndi Robbins said that Heritage Days is changing next year. It needs to be moved to later in the season because there are too many other events happening at the same time. The Members agree it's a good idea to make Heritage Day a community event separate from the Inn. Create a subcommittee to work on creating this event for next year. Cyndi Robbins, Jay Kiel, Deb Ouellette, and Ray Cloutier have agreed to be on this subcommittee and their first meeting will be Monday July 23, 2018 6:30pm at Cyndi's Dockside.

### Quarterly Business

Northeast Bank has been chosen as the business of the quarter.

## **OLD BUSINESS**

### Landscape

This conversation was part of reviewing the financials.

The Members are not happy with the plantings at the signs. There don't seem to be many plants there for the money. Members would like to see more color and height. Also, there is the issue of who is going to water and weed. We've been in a drought and someone needs to water these plants especially since they were recently planted. Cyndi Robbins authorized the landscaping company to water them.

It was suggested that Carl or someone from Public Works could do the watering and weeding. Matt Garside said that without talking with these people he wouldn't volunteer them because they already have busy schedules.

It was decided to get a few quotes from various companies about how much this would cost. Deb Ouellette will call Donna's Greenhouse and Cyndi Robbins is waiting to hear back from the landscape company about what their quote is.

Cyndi Robbins has joined the Board of the LA Chamber which has taken over the eco development piece. She joined to connect CEDC to them. It could lead to finding the right consultant to help us bring in business to Poland.

## **OPEN ISSUES / OTHER ISSUES**

### Member binders

Want to create business directory to put on the website for business to access resources and information that may be beneficial to them. Ex- Cooperative Development Institute.

Think about having a business resource night where businesses can talk with agencies that have resources and information for them.

Need accurate information on the businesses in town with names, contact info, links etc. on to be put on the website. Sarah Merrill is working on creating an updated list with contact info.

### Banners

Lively discussion about generic v. custom banners. Get the good double brackets and order generic banners for now. Can order custom banners later.

## CEDC Meeting Minutes

For July 12, 2018 Meeting

Kiosk  
Welcome kit  
Water to Shaker Hill

### **ADJOURNMENT**

Ray Cloutier motioned to adjourn the meeting at 8:45pm. Deb Ouellette seconded the motion.  
Vote: 7-yes 0-no.

Recorded by: Sarah Merrill

# Expense Detail Report

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

Account-----				Current			Unexpended
Date	Jrnl	Desc---		Budget	Debits	Credits	Balance
400 - PSB TIF 1 FUNDS				56,500.00	0.00	0.00	56,500.00
<b>01 - PSB TIF 1</b>				<b>56,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>56,500.00</b>
5650 - CEDC EXPENSE				56,500.00	0.00	0.00	56,500.00
07/05/18	P 0002	07/05/18 Payroll (Dist)			94.50	0.00	
07/12/18	P 0009	07/12/18 Payroll (Dist)			96.46	0.00	
07/19/18	P 0023	07/19/18 Payroll (Dist)			96.46	0.00	
<b>July</b>				<b>0.00</b>	<b>287.42</b>	<b>0.00</b>	<b>56,212.58</b>
<b>Expense.....</b>				<b>56,500.00</b>	<b>287.42</b>	<b>0.00</b>	<b>56,212.58</b>
<b>Division....</b>				<b>56,500.00</b>	<b>287.42</b>	<b>0.00</b>	<b>56,212.58</b>
<b>Department..</b>				<b>56,500.00</b>	<b>287.42</b>	<b>0.00</b>	<b>56,212.58</b>
<b>Final Totals</b>				<b>56,500.00</b>	<b>287.42</b>	<b>0.00</b>	<b>56,212.58</b>

## Expense Detail Report

Date	Jrnl	Description	Current Budget	Debits	Credits	Unexpended Balance
400 - PSB TIF 1 FUNDS						
01 - PSB TIF 1						
5650 - CEDC EXPENSE						
07/06/17	P 0001	07/06/17 Payroll (Dist)		145.18	0.00	
07/06/17	G 0353	Benefits 07/06/17		74.59	0.00	
07/13/17	P 0012	07/13/17 Payroll (Dist)		145.18	0.00	
07/13/17	G 0353	Benefits 07/13/17		75.92	0.00	
07/20/17	P 0022	07/20/17 Payroll (Dist)		145.18	0.00	
07/20/17	G 0353	Benefits 07/20/17		74.59	0.00	
07/27/17	P 0033	07/27/17 Payroll (Dist)		145.18	0.00	
07/27/17	G 0353	Benefits 07/27/17		74.59	0.00	
08/09/17	A 0059	SERVICE GIS 7/12/17		904.15	0.00	
08/09/17	A 0060	SERVICE GIS 7/12/17		240.35	0.00	
08/10/17	P 0057	08/10/17 Payroll (Dist)		145.18	0.00	
08/10/17	G 0354	Benefits 08/10/17		74.59	0.00	
08/17/17	P 0070	08/17/17 Payroll (Dist)		98.98	0.00	
08/17/17	G 0354	Benefits 08/17/17		67.84	0.00	
08/24/17	P 0084	08/24/17 Payroll (Dist)		98.98	0.00	
08/24/17	G 0354	Benefits 08/24/17		67.84	0.00	
08/31/17	P 0092	08/31/17 Payroll (Dist)		98.98	0.00	
08/31/17	G 0354	Benefits 08/31/17		67.84	0.00	
09/07/17	P 0103	09/07/17 Payroll (Dist)		108.51	0.00	
09/07/17	G 0357	Benefits 09/07/17		69.26	0.00	
09/14/17	P 0114	09/14/17 Payroll (Dist)		108.51	0.00	
09/14/17	G 0357	Benefits 09/14/17		69.26	0.00	
09/21/17	P 0123	09/21/17 Payroll (Dist)		108.51	0.00	
09/21/17	G 0357	Benefits 09/21/17		69.26	0.00	
09/28/17	P 0135	09/28/17 Payroll (Dist)		108.51	0.00	
09/28/17	G 0357	Benefits 09/28/17		69.26	0.00	
10/05/17	P 0149	10/05/17 Payroll (Dist)		108.51	0.00	
10/05/17	G 0358	Benefits 10/05/17		69.27	0.00	
10/12/17	P 0159	10/12/17 Payroll (Dist)		108.51	0.00	
10/12/17	G 0358	Benefits 10/12/17		69.27	0.00	
10/19/17	P 0169	10/19/17 Payroll (Dist)		108.51	0.00	
10/19/17	G 0358	Benefits 10/19/17		69.27	0.00	
10/26/17	P 0180	10/26/17 Payroll (Dist)		108.51	0.00	
10/26/17	G 0358	Benefits 10/26/17		69.27	0.00	
10/31/17	A 0175	CHAMBER EXPO 10/12/17		59.25	0.00	
10/31/17	A 0177	CHAMBER EXPO 10/12/17		15.75	0.00	
11/02/17	P 0197	11/02/17 Payroll (Dist)		108.51	0.00	
11/02/17	G 0372	Benefits 11/02/17		69.27	0.00	
11/09/17	P 0207	11/09/17 Payroll (Dist)		108.51	0.00	
11/09/17	G 0372	Benefits 11/09/17		69.27	0.00	
11/16/17	P 0212	11/16/17 Payroll (Dist)		108.51	0.00	
11/16/17	A 0220	CEDC EVENT 10/28/17		1,046.69	0.00	
11/16/17	G 0372	Benefits 11/16/17		69.27	0.00	
11/16/17	A 0221	CEDC EVENT 10/28/17		278.24	0.00	
11/22/17	P 0230	11/22/17 Payroll (Dist)		108.50	0.00	
11/22/17	G 0372	Benefits 11/22/17		69.27	0.00	
11/30/17	G 0338	11/30/17 Payroll (Dist)		108.50	0.00	
11/30/17	G 0372	Benefits 11/30/17		69.27	0.00	
12/07/17	G 0339	12/07/17 Payroll (Dist)		108.50	0.00	
12/07/17	G 0373	Benefits 12/07/17		69.27	0.00	
12/14/17	G 0368	12/14/17 Payroll (Dist)		108.50	0.00	
12/14/17	G 0373	Benefits 12/14/17		69.27	0.00	
12/21/17	G 0369	12/21/17 Payroll (Dist)		108.50	0.00	
12/21/17	G 0373	Benefits 12/21/17		69.27	0.00	
01/04/18	P 0380	01/04/18 Payroll (Dist)		108.50	0.00	
01/04/18	G 0433	Benefits 01/04/18		72.42	0.00	
01/11/18	A 0386	WEBSITE REDISIGN 12/18/17		562.50	0.00	
01/11/18	P 0387	01/11/18 Payroll (Dist)		108.50	0.00	
01/11/18	G 0433	Benefits 01/11/18		72.42	0.00	
01/18/18	P 0404	01/18/18 Payroll (Dist)		108.50	0.00	

01/18/18	G 0433	Benefits 01/18/18	72.42	0.00	
01/25/18	P 0411	01/25/18 Payroll (Dist)	108.50	0.00	
01/25/18	G 0433	Benefits 01/25/18	72.42	0.00	
02/01/18	P 0429	02/01/18 Payroll (Dist)	108.50	0.00	
02/01/18	G 0503	Benefits 02/01/18	72.42	0.00	
02/08/18	P 0446	02/08/18 Payroll (Dist)	108.50	0.00	
02/08/18	G 0503	Benefits 02/08/18	72.42	0.00	
02/15/18	A 0448	GIS WORK FOR CEDC 8/22/17	490.50	0.00	
02/15/18	A 0448	AMEND PSBCO & DTV-1ST HLF	7,500.00	0.00	
02/28/18	A 0495	WEBSITE REDISIGN 2/2/18	562.50	0.00	
03/08/18	P 0515	03/08/18 Payroll (Dist)	94.50	0.00	
03/14/18	A 0528	WEBGIS SUPPORT 1/5/18	2,400.00	0.00	
03/14/18	A 0528	WEBSITE HOSTING 10/31/17	2,100.00	0.00	
03/15/18	P 0524	03/15/18 Payroll (Dist)	94.50	0.00	
03/22/18	P 0545	03/22/18 Payroll (Dist)	94.50	0.00	
03/29/18	P 0554	03/29/18 Payroll (Dist)	94.50	0.00	
04/05/18	P 0566	04/05/18 Payroll (Dist)	94.50	0.00	
04/12/18	P 0579	04/12/18 Payroll (Dist)	94.50	0.00	
04/19/18	P 0588	04/19/18 Payroll (Dist)	94.50	0.00	
04/26/18	P 0607	04/26/18 Payroll (Dist)	94.50	0.00	
04/26/18	A 0612	LA METRO MARKETPLACE	500.00	0.00	
04/26/18	A 0612	BUS AFTER HRS 2/21/18	130.00	0.00	
04/26/18	A 0612	BUS AFTER HRS 4/5/18	1,770.00	0.00	
05/03/18	P 0618	05/03/18 Payroll (Dist)	94.50	0.00	
05/10/18	P 0626	05/10/18 Payroll (Dist)	94.50	0.00	
05/17/18	P 0645	05/17/18 Payroll (Dist)	94.50	0.00	
05/24/18	P 0655	05/24/18 Payroll (Dist)	94.50	0.00	
05/31/18	A 0651	HDTV & INSTALL 4/12/18	1,591.00	0.00	
05/31/18	A 0651	MEMBERSHIP DUES 5/1/18	300.00	0.00	
05/31/18	A 0651	ANNUAL DUES 5/14/18	225.00	0.00	
05/31/18	P 0665	05/31/18 Payroll (Dist)	94.50	0.00	
06/07/18	P 0673	06/07/18 Payroll (Dist)	94.50	0.00	
06/14/18	P 0682	06/14/18 Payroll (Dist)	94.50	0.00	
06/14/18	A 0685	HERITAGE DAYS 6/10/18	2,000.00	0.00	
06/21/18	P 0701	06/21/18 Payroll (Dist)	94.50	0.00	
06/28/18	P 0714	06/28/18 Payroll (Dist)	94.50	0.00	
06/29/18	A 0712	SIGN LANDSCAPING 6/22/18	3,800.00	0.00	
06/29/18	A 0712	CEDC SUPPORT 6/15/18	1,970.90	0.00	
06/29/18	A 0712	CHAMBER BREAKFAST 6/15/18	40.00	0.00	
06/29/18	A 0712	CHAMBER BREAKFAST 6/15/18	40.00	0.00	
07/10/18	G 0756	18 wks CEDC EE Benefits	894.60	0.00	
07/11/18	G 0758	07/05/18 Payroll (Dist)	94.50	0.00	
07/13/18	G 0763	Annual postage allocation	45.38	0.00	
		<b>Expense.....</b>	<b>56,500.00</b>	<b>36,698.36</b>	<b>0.00</b>
					<b>19,801.64</b>





# Auburn Water District

P.O. Box 414

268 Court St

Auburn, ME 04212

Phone: 207-784-6469

Fax: 207-784-6460

www.awsd.org

## Estimate To:

Joe Cimino

## Estimate

Number 52

Date 7/30/2018

Estimate good for 90 days

Qty	U/M	Item	Description	Rate	Total
1	ea	6" Tap		525.00	525.00
20	ft	20260 FST	6" FST DI PIPE CLASS 52	17.46	349.20
1	ea	39317 1	6" DI RS MJ X TAPPING VALVE OR	777.72	777.72
2	ea	44164 1	6" GRIPRING MJ DI W/ ACC. PKG.	50.07	100.14
1	ea	39537 06 RM	8" X 6" SS TAPPING SLEEVE (OD 9.04 - 9.45)	722.18	722.18
1	ea	41797 OR	5W HYDRANT 6-0 OR 6" MJ NST CLASSIC	2,241.67	2,241.67
1	ea	45080	36" TF VALVE BOX TOP	86.93	86.93
1	ea	45140	48" VALVE BOX BASE (BELLED)	97.53	97.53
1	ea	45005	VALVE BOX COVER (WATER)	19.95	19.95
4	hr	Labor	Labor	35.00	140.00

This is an estimate only. Final charges will be based on actual time and materials used.

**Total**

**\$5,060.32**

Signature

\_\_\_\_\_

## 2018 Proposed CLUC Changes for Special Town Meeting in September

First Proposed CLUC Change – Text to be deleted is ~~struck through~~. Text to be added is underlined.

### 508.7 Multi-Family Dwellings

B. Dimensional requirements for all multi-family dwellings shall meet or exceed the following: <sup>1</sup>

1. Where permitted within the area regulated by Title 38, M.R.S.A. Section 435 et seq., (State of Maine Mandatory Shoreland Zoning Act) lot area and shore frontage shall be equal to that required for the equivalent number of single family dwelling units.

2. In the District which the use is allowed, the net residential density shall equal or exceed twenty thousand (20,000) sq. ft. per dwelling unit. ~~Elderly housing~~ For Bb buildings that are served by a public sewer system, the net residential density shall equal or exceed five thousand (5,000) sq. ft. per dwelling unit. ~~Residential Apartment Buildings that are served by a public sewer system the net residential density shall equal or exceed ten thousand (10,000) sq. ft. per dwelling unit.~~<sup>2</sup> (Page 75 of CLUC 2018)

### 615 PLANNED RESIDENTIAL DEVELOPMENTS

J. Planned residential developments shall be permitted in those districts as indicated in section ~~502.6.~~ 506.2. Accessory commercial or institutional uses that are typically associated with such developments, such as nursing and congregate facilities, medical offices, golf courses, etc., may be permitted as long as they are clearly incidental to the principal use and they shall be limited to those districts in which such uses are permitted.

K. Notwithstanding the requirements of the underlying zoning district(s) and the cluster development provisions of section 613.9, the planned residential development and all uses, buildings and structures associated with it shall be governed by the following dimensional requirements:

1. Minimum site size. A planned residential development shall include a minimum of ten (10) acres.
2. Minimum net residential acreage per dwelling unit.
  - a. The following minimum net residential area within the overall area of the planned residential development for each dwelling unit:

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<sup>1</sup> Amended 4-27-2002

<sup>160</sup> Amended 4-2-2011

<sup>2</sup> Amended 4-4-2015

## 2018 Proposed CLUC Changes for Special Town Meeting in September

- (1) Village and Historic Districts – 20,000 sq. ft.
  - (2) Rural Districts – 60,000 sq. ft.
  - (3) Farm and Forest District – 200,000 sq. ft.
- b. For planned residential developments that are ~~restricted to residents 55 years of age and older by deed or other means satisfactory to the Planning Board,~~ served by a public sewer the minimum net residential densities in section ~~615.D.2.a may be increased by twenty percent (20%).~~ 508.7.B.2 shall apply. (Page 192 of CLUC 2018)

**Planning Board does not recommend approval.**

Second Proposed CLUC Change – Text to be deleted is ~~struck through~~. Text to be added is underlined.

### **508.18 Signs**

3.k. Changeable Signs – Provided the sign may be changed no more than once every 5 seconds. No sign can flash or display continuous streaming of information or video animation; and the display may comprise ~~no more than 50%~~ up to 100% of the surface area of a changeable sign. No more than one changeable sign with 2 sides is allowed per lot of record. (Page 88 of CLUC 2018)

**Planning Board does not recommend approval.**

### Third Proposed CLUC Change

The Town of Poland Official Zoning Map shall be amended as shown on attached Map 1, which specifically rezones Tax Map 5, Lot 45, Sub-lot 16 from Resource Protection District to Limited Residential Zoning District.

**Planning Board recommends approval.**

