COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE THURSDAY, APRIL 1, 2021 6:30 PM - PUBLIC ZOOM MEETING

MEETING MATERIALS

Community & Economic Development Committee Thursday, April 1, 2021 6:30 PM - Public Zoom Meeting*

AGENDA

CALL TO ORDER

RECOGNITION OF VISITORS

New Business Introduction, Jerry Laber, Phoenix Reign Products

<u>MINUTES</u>

March 3, 2021

REPORTS

Financial Report Planning and Development Report

COMMUNICATIONS

First Quarter Excellence in Business Award Release

OLD BUSINESS

CEDC Website Update Downtown Design Standards Banners Trails Maps LA Region Explore + Discover Guide

NEW BUSINESS

Comprehensive Planning Survey

OTHER BUSINESS

ADJOURNMENT

RECOGNITION OF VISITORS

Re: Welcome to Poland!

jerry laber <phoenixreignproducts@gmail.com>

Tue 3/23/2021 6:54 PM

To: Poland CEDC <PolandCEDC@polandtownoffice.org>

Hello Alex,

Thank you for your warm welcome to the Town of Poland. Phoenix Reign Products is a familyowned, a socially and environmentally responsible, business that makes jewelry, soap, and woodcraved product We believe every person should be able to have nice items regardless of the amount of money they have. This is why we keep our price points low and our quality high. Our products can be purchased on our Facebook page <u>www.facebook.com/PhoenixReignProducts</u> or at our website <u>www.PhoenixReignProducts.com</u>.

I would be happy to job your zoom on Thursday.

On Tue, Mar 23, 2021 at 6:17 PM Poland CEDC <<u>PolandCEDC@polandtownoffice.org</u>> wrote:

MINUTES

Community & Economic Development Committee Thursday, March 4, 2021 Public Zoom Meeting - 6:30 PM

MINUTES

CALL TO ORDER

The Poland CEDC meeting for March 4, 2021, was called to order at 6:30 via Zoom by Committee Chair Jennifer Letourneau. The Chair, as well as members Cyndi Robbins, Norm Davis, Raymond Cloutier, Stacey Bsullak, and Sheila Foley, are present. Alternate Member William Eldridge is absent.

Public Attendance: Town Manager Matt Garside, Recording Secretary Alex Sirois, Amy Segal from Sebago Technics, and Deputy Town Manager Nikki Pratt.

MINUTES

February 4, 2021

Vice-Chair Cyndi Robbins makes a motion to accept the minutes for February 4, 2021, as presented, seconded by Member Norm Davis.
 VOTE: YES - 6 NO - 0

<u>REPORTS</u>

Financial Report

- Town Manager Matt Garside outlines the two expenses from the previous month, the GIS broadband bill, and the admin payroll.
- The Committee has no questions.
- Matt comments that he feels there are sufficient funds in the CEDC account to hire a consultant to review the Downtown Design Standards.
- Member Sheila Foley makes a motion to accept the financial report, as presented, seconded by Member Stacy Bsullak. No discussion.
 VOTE: YES 6 NO 0

Planning and Development Report

- Recording Secretary Alex Sirois informs the Committee that one business has registered in Poland this month. Evolve Nutrition a smoothie and energy drink bar is now open at 1484 Maine Street.
- The Planning Board did not approve of any commercial projects since the last meeting.
- The following commercial building permits were issued by the Code Enforcement Officer:
 - 1. Taylor Investments LLC (Spruce Bay Farm & Landscape) obtained a permit for a 50' x 60' commercial shop and office building at 1408 Maine Street, valued at

\$200,000.

2. Image Inc (Poland Spring Resort) obtained a permit to convert an existing guest room into public restrooms, valued at \$16,000.

COMMUNICATIONS

NWNA Strategic Review Announcement

OLD BUSINESS

CEDC Website Update

• Recording Secretary Alex Sirois updates the Committee on the ongoing website project.

Downtown Design Standards

- Recording Secretary Alex Sirois introduces Amy Segal from Sebago Technics.
- Amy worked for the firm that wrote the original standards that the Town of Poland design standards were based on. While at the firm, she did not do anything for the Town of Poland, however, she is very comfortable with the standards.
- Amy would like to hear some concerns the Committee has about the current Downtown Design Standards.
 - Vice-Chair Cyndi Robbins has mixed opinions and thinks that the standards are sometimes too much and sometimes too little. She feels that this Committee needs to make things business-friendly, but we also want character on Main Street in Poland.
 - Chair Jennifer Letourneau doesn't know if there are any specific standards that the Committee is looking to see changed, but she thinks they should be reviewed in order to improve the overall appeal. Avoiding situations like the new storage units with faux peaks.
 - Amy agrees and suggests that the cost for the faux peaks could have been better spent on additional landscaping at the front of the property.
- Amy feels that it is a good idea to revisit the standards to see if they are still relevant. The standards need to be written in order to give the Planning Board some flexibility.
- Member Sheila Foley asks if a citizen on Route 26 was required to install dormers, or a cupola as part of their Planning Board approval.
 - Amy points out that since these are standards and not guidelines the Planning Board must require them to be followed before a new commercial building can be approved.
- Amy also suggests an alternative method to handling design standards. Some towns do not require them to be followed as standards, but instead, they include them as design guidelines.
 - Jennifer Letourneau thinks a change like this might be helpful.

- Member Raymond Cloutier would be curious to know how these standards affect project cost. How much money are businesses having to set aside to make their structures look a certain way?
- Member Norm Davis thinks the Committee needs to first decide what we want the town to look like. Do we still want it to look like a downtown village?
 - Amy thinks this is an important question and suggests the Committee take a closer look at this.
 - Norm also points out that the center of town does not have all utilities which will restrict the type of businesses we are able to attract.
- Amy Segal reminds the Committee that they want people to know when they have driven through Poland, and hopefully make them slow down and stop.
- Amy Segal suggests involving the Planning Board earlier than later hearing their concerns or frustrations they face when hearing applications.
 - Jennifer Letourneau suggests a joint workshop with them in mid to late April.
 - Amy thinks she should first outline what the Committee needs help with, and a schedule for discussions.
 - Jennifer Letourneau is curious how this will factor into the existing Comprehensive Plan timeline.
 - Matt Garside reminds the Committee that the Planning Board will need to hold a public hearing for any proposed changes to the Downtown Design Standards. This would need to be held in January of 2022 at the latest in order to make the 2022 Town Meeting. He suggests that the Committee have their recommended changes completed by November, in order to give the Planning Board time to review on their end.
- Amy Segal also asks about the idea of possibly doing a presentation at the Spring Business After Hours event.
 - Jennifer Letourneau confirms that this idea has been discussed.
- Amy Segal will prepare a proposal and outline for the project and submit it to the Committee for the next meeting.
- Recording Secretary Alex Sirois asks if this would need to go to the Selectboard for approval.
 - Matt Garside believes it will need to go to the Selectboard because of the project cost. He does not see it being an issue since it is right in line with what the CEDC was created to do.
- Member Sheila Foley is curious if these changes would affect existing or new lots.
 - Amy Segal thinks this is a good point of discussion. Changes would apply to any new businesses that come to town after the adoption, or any alterations to existing site plans currently approved.
 - Sheila asks if the new changes could be applied to existing businesses. For example, can the CEDC ask an existing business to add additional landscaping? Can that be incentified?
 - Recording Secretary Alex Sirois informs the Committee that new landscaping requirements could not be applied to existing

businesses. They would only need to meet the landscaping requirements if they alter their existing approved site.

- Raymond Cloutier asks if a program can be created to use funds to landscape or improve the appearance of existing downtown businesses.
 - Deputy Town Manager Nikki Pratt informs the Committee that TIF funds can only be used for landscaping on Town-owned property. Money can not be used to improve private property.
- Amy Segal will draft a proposal for the Committee and plan on returning for the April meeting.

Banners

- Vice-Chair Cyndi Robbins reached out to someone for a price on having additional banners made. If the Committee purchased a total of eight banners the price would be \$1,623.00.
- Member Norm Davis makes a motion to approve the spending of \$1,623.00 for eight additional banners, seconded by Member Raymond Cloutier. No discussion.
 VOTE: YES 6 NO 0

Trail Maps

- Vice-Chair Cyndi Robbins spoke with Recreation Director Scott Segal and they are currently working on a new plan for the trails, and he will get that to us when they have finished. It would not make sense to print the maps until the change is complete since they would shortly be out of date. Cyndi needs to know how many the Committee would like to have printed. Should she get prices for 5,000?
 - The Committee agrees on 5,000.
 - As soon as she has the info she will pass it on to the Committee via email.

NEW BUSINESS

Affordable Housing

- Chair Jennifer Letourneau informs the Committee that affordable housing was recently brought up at the Comprehensive Planning Committee meeting. It was discussed that there is a very strong need for affordable housing in Poland, and she is curious what the CEDC might be able to do to help. Is anyone interested in setting up a subcommittee to review affordable housing in Poland?
 - Raymond Cloutier would like to know what we are considering affordable housing. Is it just low income, or does that also include elderly housing?
 Jennifer Letourneau believes it would include both.
 - Sheila Foley is wondering if this subcommittee might include the Planning Board.
 - Jennifer Letourneau believes it could.

- Raymond Cloutier would like to know where the Town stands with Auburn Housing on their upcoming project. If it is going to happen what type of housing will be going in?
 - Matt Garside informs the Committee that they have recently resolved their issues with DOT and they will be finalizing their design. He does not believe it is just senior housing. It will likely be a mix. The next step after finalizing the design will be to go to the Planning Board.

LA Region Explore + Discover Guide

- Vice-Chair Cyndi Robbins informs the Committee that Poland Spring Resort has decided to advertise in this publication. It is the first time in approximately four years that this group has put out a publication. Does the Committee want to put something in? She feels that it could put something in to promote Poland as a place to live or locate a business.
 - Raymond Cloutier and Sheila Foley think it is a good idea.
 - Norm Davis thinks every attempt needs to be made in order to grow the town and that involves getting the name out there in these types of advertisements.
 - Stacy Bsullak wonders if it is too soon to put the new website URL on the advertisement.
 - Cyndi Robbins informs her that this would not come out until June so it should be fine to have the new URL on the advertisement.
 - Matt Garside asks what the price of the advertisement will be.
 - A full-page ad is \$1,000.00.
 - He reminds the Committee that if they go over \$1,000.00 it will need to be approved by the Selectboard.
- Cyndi will prepare the advertisement and send it to the Committee via email for feedback.

<u>OTHER</u>

- Member Norm Davis asks if anyone has heard any more about the project going on at the Poland/Auburn line.
 - Matt Garside informs him that a solar project will be going on there.
- Norm Davis reports that Auburn has sold their industrial park just up the road.

ADJOURNMENT

The meeting adjourns at 7:37 pm.

Recorded by: ALS Accepted on: April 1, 2021.



Expense Detail Report Department(s): E 401-01-5650 - E 401-01-5650 March

Page	1
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Account Date	Jrnl	Desc	Current Budget	Debits	Credits	Unexpended Balance
		Desc				
401 - PSB TIF 2 FUNDS 01 - PSB TIF 2			56,500.00 56,500.00	15,700.12 15,700.12	142.20 142.20	40,942.08 40,942.08
5650 - CEDC EXPENSE			56,500.00	15,700.12	142.20	40,942.08
03/25/21	P 0518	03/25/21 Payroll (Dist)		440.17	0.00	
		March	0.00	440.17	0.00	40,501.91
		Expense	56,500.00	16,140.29	142.20	40,501.91
		Division	56,500.00	16,140.29	142.20	40,501.91
		Department	56,500.00	16,140.29	142.20	40,501.91
Final Totals			56,500.00	16,140.29	142.20	40,501.91



TOWN OF POLAND, MAINE COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE

March 30, 2021 Re: March Planning and Development Report

Dear Committee Members,

The following new business registrations were received by the Planning and Development Office since the last meeting:

- 1. Phoenix Reign Products, a craft jewelry and soap business, located at 3 Chestnut Drive.
- 2. Lavoie Remodels, a carpentry business, located at 62 Walker Point Road.

Jerry Laber, the owner of Phoenix Reign Products will try to attend the April meeting to introduce himself to the Committee.

The Planning Board approved the following commercial projects since the last meeting:

1. A Formal Site Plan for UC Properties/Forever Green, an adult-use retail marijuana storefront at 457 Maine Street. No exterior changes were proposed to the existing commercial structure.

The following commercial building permits were issued by the Code Enforcement Officer:

- 1. Route 26 Excavation & Sales, Inc. received a permit to relocate an existing office building from 1143 Maine Street to 1133 Maine Street, valued at \$1,000.
- 2. Route 26 Excavation & Sales, Inc. received a permit to install two 24' x 28' temporary storage structures at 1143 Maine Street, valued at \$400.
- 3. C.N. Brown Company received a permit to install new signage on the existing gas canopy at 1502 Maine Street, valued at \$28,000.

Sincerely,

Alex Sirois CEDC Administrative Assistant Town of Poland, Maine

COMMUNICATIONS

FOR IMMEDIATE RELEASE

Town of Poland, Maine Community & Economic Development Committee 1231 Maine Street Poland, Maine 04274

March 30, 2021



NORTHLIGHT ELECTRIC NAMED BUSINESS OF THE QUARTER

The Poland Community and Economic Development Committee is pleased to announce that Northlight Electric has been selected to receive the first Quarterly Excellence in Business Award of 2021.

Owners Nick and Emily Rinchich moved to Maine from Florida nearly ten years ago seeking a small, quaint town with good schools and plenty of nature nearby to enjoy as a family - and they found it in Poland. Being so close to the lakes and mountains, and just a short drive away from the ocean and larger cities, Nick and Emily, who have a passion for sports and outdoor recreation, fell in love the moment they arrived. Once settled, they started Northlight Electric together. Emily manages the administrative duties while Nick handles all the electrical work, and with them includes a small, yet devoted staff that has been with them for years. Additionally, Northlight Electric will draw from the IBEW LOCAL 567 labor pool when tackling large projects, such as when they installed LED



Nick Rinchich and his three sons, Cole, Tucker, and Ashton wearing their Northlight jerseys at a softball game last summer. lighting and Fresh Air Units in all of the RSU-16 schools in the fall of 2020.

As residents and local business owners in Poland, Nick and Emily believe serving and investing in the community they live and work in is imperative. "We are very thankful for the many Poland businesses and residents that have been intentional about working with us and keeping business in our community," Emily expresses. "We have a great working relationship with Poland Spring, the Town of Poland, Poland Parks and Recreation, Poland Fire and Rescue, and RSU-16. We are humbled to receive this award, and thank all of our customers, community members, friends, and family for their business and support."

As parents to three children in elementary school, Nick and Emily recognize and appreciate all of the programs that the community has to offer. Together, they annually contribute to and sponsor Youth Baseball, Men's League Softball, the Camp Connor Campership Program, the Poland Ice Skating Rink, then Poland Fire Rescue Fire and Slice Golf Tournament, and PRHS Project Graduation.

For more information on Northlight Electric, visit their website: <u>https://www.northlightelectric.com/</u>.

OLD BUSINESS

Re: Poland CEDC

Poland CEDC <PolandCEDC@polandtownoffice.org>

Wed 3/31/2021 10:23 PM

To: Marissa Bean <mbean@civicplus.com>

Hey Marissa,

It has been just about a month since I sent over those requested changes and it still does not look like they have been completed.

Any idea when they will be done? The Committee will need to have this webpage done and live by May 1st, and I ensured them this was possible, but at this point, I am starting to worry if it can be done.

Any update?

--

Alex Sirois Administrative Assistant Poland Community & Economic Development Committee (207) 344-7238

POLAND - POLAND SPRING TRAILS

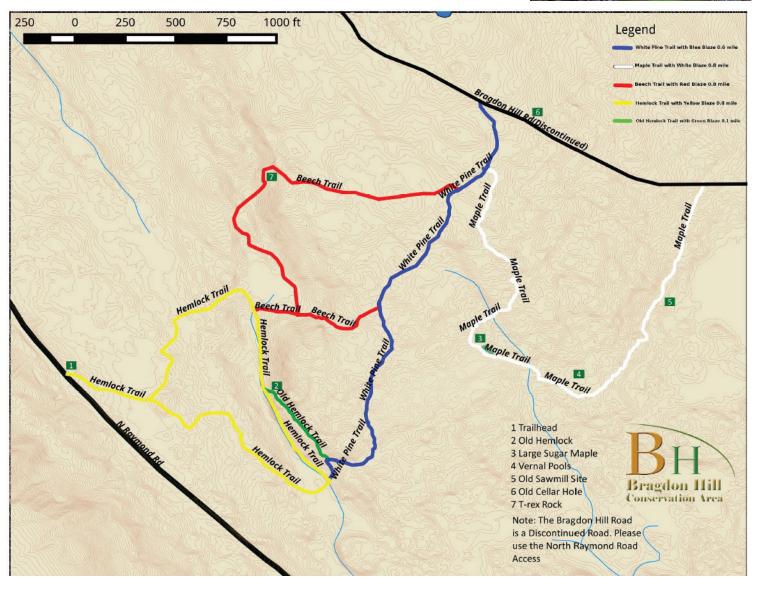
Poland is blessed with four amazing trails to enjoy with a total of ---miles. Plus the state park trails?

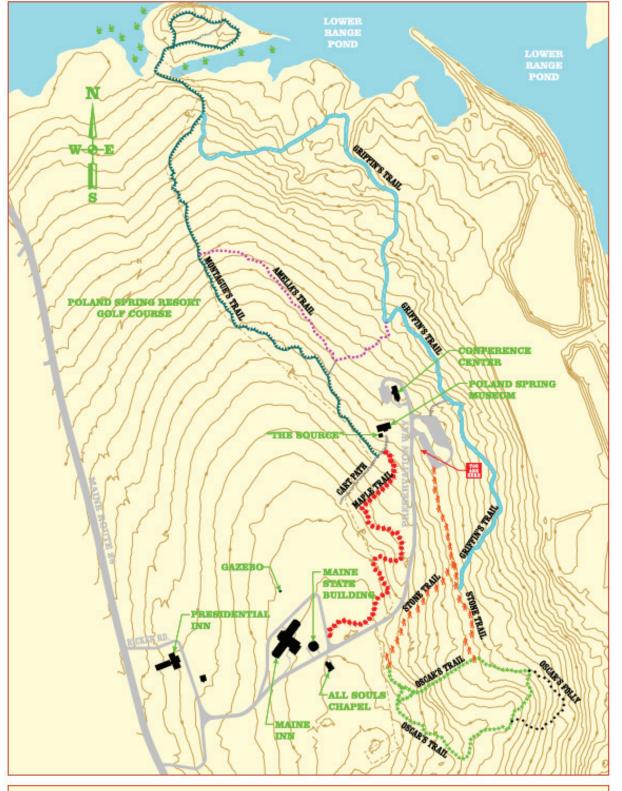
The Bragdon Hill Conservation Area

The Area was developed according to the vision of Fred Huntress, the Poland Town Forester. The conservation area consists of 455 acres of which 229 acres are owned by the Town of Poland and 226 acres by the New England Forestry Foundation. The Town Farm West lot and most of The Town Farm East lot were purchased by the town on November 4, 1857

The current trail system consisting of 3.4 miles of trail through mixed forest leads from the North Raymond Road trail-head to the Bragdon Hill Road and is largely on the Town Farm West lot. Additional trails are being developed east of the Bragdon Hill Road on land owned by the Town of Poland including the Town Farm East lot as well as land owned by the New England Forestry Foundation.

The Town Farm West land has been man-aged since 1966 with several timber sales being supervised by the Town Forester. Forest Management Plans for all Town Forest Lands were completed in 2009 and 2010.











Welcome to The Heart of Poland Conservation Area

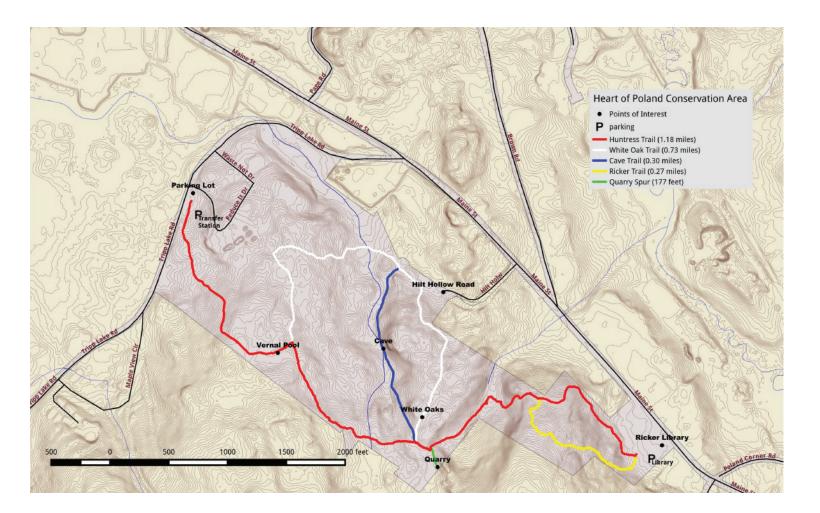
Trail History: the Poland Trail Committee was formed in 2012 as an activity group of the Poland Parks & Recreation Department. The committee's goal was to construct a hiking trail from the Walker property to Tripp Lake Road, which is now known as the Huntress trail and is marked by red blazes. Work on this was completed when the town purchased the 32 acre Furman lot in 2014. The town had recently acquired the four Hilt Hollow lots . These lots enabled us to complete the trail system with the White Oak Trail and Cave trail converging on the Hilt Hollow lots.

Focal Points: There are several unique features which make these trails educational and interesting.

- Cave trail an usual geological occurrence of a small cave and a dike formation caused by molten rock millions of years ago.
- White Oak Trail-A small stand of white oak trees which are common in parts of Poland but not found north of here. Poland has the only White Oak Hill in Maine. White oaks were very valuable for ship timber in Colonial days. They are very long lived and beautiful trees. The acorns are a valuable food source for many birds and animals.
- Quarry Trail-A former stone quarry dating back to the early 1900's or possibly earlier.
- Vernal Pool on the red trail. A small seasonal pond formed by a depression in the ledge. Vernal pools are breeding sites for frogs and salamanders.
- Brook-A small year round brook runs out of a black ash swamp on the Furman lot and flows northeasterly through the **Conservation Area into Garland Swamp.**

Note: An inventory of the flora and fauna will be made in the future as volunteers are available.

The Ricker Memorial Library is located at 1211 Maine street in Poland, Maine. The trail head is behind and to the right of the library.





The Heart of Poland Conservation Area is a joint project of The Poland Conservation Commission and the Poland Trail Committee

The Waterhouse Brook Trail

The land in Waterhouse Park is jointly owned by the Town of Poland and Pine grove Cemetery Corporation and although the process of developing trails has been ongoing for several years, it has only become a priority in the last 2 years. The entire trail, including two short side trails, is approximately 9200 feet long (1.7 miles). The trail winds through various types of forested habitats and includes views of the brook as it flows through a large meadow area. This meadow provides vital open areas for many different species of wildlife.

The park is bisected by Waterhouse Brook which drains upper, middle and Lower Range Ponds and flows northerly into the Little Androscoggin River at Mechanic Falls. This brook was formerly the water source for the Town of Mechanic Falls before the aquifer on Winter Brook was developed.

Beginning at the trail head kiosk at Poland Corner Road near the dam the trail runs northerly over the road to the soccer field behind the Poland Community School, through a pine forest owned by the Town of Poland and Pine Grove Cemetery Corporation to the abandoned Maine Central Railroad now owned by Town of Poland and southerly along the railroad bed to Poland Corner Road near the dam.

Points of interest

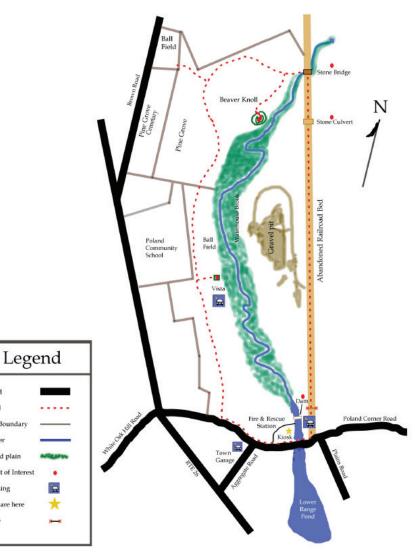
- 1. About 800 feet northerly from the old Poland Corner Road turn right on a short trail which lead to a scenic vista of the brook and meadow.
- 2. A portion of the trail passes through a stand of white pine, pitch pine and red pine on lands owned by the Poland Community School and Pine Grove Cemetery Corporation.
- 3. Beaver knoll side trail is located off the main trail about 100 feet before the bridge. This short trail runs southerly about 500 feet to a glacial kame which rises about 30 feet above the brook.
- Granite block Bridge over Water-4. house Brook. This bridge was constructed in 1893 by Edge Moor Bridge Works of Portland for Portland and Rumford Falls Railroad and is 23 feet in length.
- 5. A split stone culvert is located under the railroad bed approximately 500 feet southerly from the bridge. This well-built culvert is 5 feet in height and 434 feet wide.
- This short branch of the railroad was 6. built about 1895 and ran from Auburn to Mechanic Falls until about the 1940's when it was abandoned and the track removed.

Trail Lot Bo Wate Flood plai Point of In Parking Gate



se Brook Park trail is a joint project (

Waterhouse Brook Trail



POILAND Buildingabrightsfuturefromourrichpast!











Historic Poland, Maine is a vibrant, rural community at the crossroads of Central Maine with excellent access to two of Maine's three metropolitan areas. With our business–oriented town government and a modern school system, Poland is where people and businesses can thrive!

Poland covers an area of almost 50 sq. miles and has a population of approximately 6,000 year round residents with many more seasonal visitors.

Poland has a abundant amount of nature and year-round recreation opportunities including five lakes, three golf courses, hiking trails, snowmobiling, ATV trails, hunting, fishing, museums, library, state park, mineral camps, a town beach, and much more!

Poland Spring Resort, Wolf Cove Inn and three campgrounds offer overnight lodging. Dine at local our local restaurants and much more! Poland is a great place to visit. vacation or stay longer and raise a family, open a business, grow with our Poland community!









For more information www.visitpoland.me

NEW BUSINESS



Published on Poland ME (https://www.polandtownoffice.org)

<u>Home</u> > <u>Boards</u> > <u>Comprehensive Planning Committee</u> > Comprehensive Planning Survey #2

Comprehensive Planning Survey #2

Please read the vision statements below and provide us with your comments. We would like to hear from the public, especially our residents, about their thoughts on these vision statements. Thank you in advance for your time.

Vision Statements

The Comprehensive Plan Committee has updated the Poland Comprehensive Plan. In drafting that update, input was received from residents about what they would like for the future of Poland and the major challenges facing the town. In addition, the Committee conducted thoughtful research and reviewed trends that would influence how Poland could respond moving forward. The Committee did not discard the *"Vision"* developed in the previous plan, but updated it considering new facts and data that help refine the mental picture of what the town's residents want the community to look and feel like in 10 to 20 years. The *"Vision"* is an important part of the Comprehensive Plan and is the foundation on which the rest of the plan builds upon.

In developing the *"Vision",* the Committee engaged residents to ascertain what they like about their town and what are the most important issues that need to be addressed as Poland plans for its future. The Committee conducted an online poll that had a high response rate, has met with all Boards and Committees and briefed them on the Comprehensive Plan update process, held a public meeting on December 9th via Zoom and via email and additional public input session on April 21st.

Based on the public visioning sessions, the following are Poland's Vision Statements.

- The small town character of Poland will be maintained through careful stewardship of clean surface and ground water, clean air, forestlands, open spaces, scenic views, attractive and safe residential areas, and development of community gathering places.
- The town will strive to have a diversified economic base of small business and industry that provide local employment opportunities and a tax base not overly dependent on residential properties.
- There will be a balance of economic growth attracted here due to the benefits of living and working in Poland, a Comprehensive Land Use Code that encourages development consistent with town desires, and community events and spirit that make Poland an attractive place to live and work.
- The quality of our lakes and ponds will be a top priority, will support our tourist industry, and add value to our tax base.
- We will endeavor to have a definable "village area" that both locals and passersby stop at to obtain goods and services. They will stop because the "village area" is attractive, clean, well maintained, locally orientated and not dominated by national franchises or box stores, and is safe.

- Our major Routes, 11, 26 and 122 will be attractive and safe with both business and residential areas.
- We will continue to add sewer and water services in more areas of the community that serve businesses and residents.
- There will be senior friendly housing options to allow Poland Senior's to age in place and remain part of the community.
- Poland will remain a good place to raise a family. Consideration should be given to affordable housing for young families and programs, such as an expanded before and after care program at our schools, that enable working parents to continue to work.
- Poland will continue to maintain and support its rich history.

Are you a Poland, Maine resident? *

- ⊖ Yes
- \bigcirc No

What do you like about the vision?

What do you not like about the vision?

How do you want Poland to look in 10 years?

Submit

Source URL: https://www.polandtownoffice.org/comprehensive-plan-committee/webforms/comprehensive-planning-survey-2?fbclid=lwAR1CL6A0IIOjN-JYG0IJhbFQHME7eaJEJIxGIF1h3aQ7J-KEvGwEJzz-HS4