

**CEDC Meeting
May 7, 2020 – 6:30 PM
via Zoom**



Meeting Materials

CEDC
Thursday May 7, 2020
6:30pm – via Zoom

CALL TO ORDER

- Guest acknowledgements
- Approve minutes from:
 - o March 5, 2020
 - o April meeting canceled
- Review financials

NEW BUSINESS

- COVID-19 Update – Matt Garside
- Portal information
- Supply chain info?

OLD BUSINESS

- Website – Hire a writer/photographer?
- Banners – Hire a designer?

OPEN ISSUES/ OTHER

- Find professional to help bring businesses to Poland
 - o Look at asking the Chambers of Commerce

ADJOURNMENT

CEDC
Minutes of Meeting
March 5, 2020 Meeting

CALL TO ORDER

Chairperson Cyndi Robbins called the meeting to order at 6:30 PM with Members Jen Letourneau, Stacy Bsullak, Sheila Foley, Ray Cloutier, and Norm Davis present. Deb Ouellette absent with notice.

Guest Acknowledgements

Guests present – Matt Garside and Jimmy Walker

Approve Minutes

Jen Letourneau moved to approve the minutes. Stacy Bsullak seconded the motion.
Discussion: None Vote: 5-yes 0-no (Ray Cloutier was absent for this vote)

Review Financials – Matt Garside

Gems of 26 invoice

Cyndi Robbins presented information to the Committee about Gems of 26.

Ray Cloutier moved to approve the financials and invoices. Norm Davis seconded the motion.
Discussion: None Vote: 5-yes 0-no 1-abstained (Cyndi Robbins abstained to avoid a conflict of interest)

NEW BUSINESS

Meeting with Congressman Jared Golden on February 21, 2020 – Matt Garside

This meeting has been rescheduled to April 6, 2020. The Committee would like to invite businesses to the meeting. Cyndi Robbins recommended using Eventbrite to invite businesses to the meeting.

2019 Business of the Year – someone to present at Town Meeting (April 4th)

The business of the year doesn't have to be one of the businesses recognized by the Committee during the year. Cyndi Robbins recommended nominating Poland Spring Bottling as the Business of the Year because of all they do for the community and it's their 175th anniversary.

Jen Letourneau nominated Poland Spring Bottling as the Business of the Year. Sheila Foley seconded the motion. Discussion: None Vote: 6-yes 0-no

Deb Ouellette will work on writing up a news article for Mainely Stonework who was a Biannual Business Award winner in 2019.

OLD BUSINESS

Discussion about yearly holiday event – tree lighting, caroling, cookies and cocoa etc.

Jen Letourneau will talk with Scott Segal about what is needed and how best to proceed.

Update on float for Maine State Parade

Sheila Foley gave an update – there are six people in the group, and they have raised \$3700.00 so far. We have been accepted into the parade and need volunteers. The next meeting is scheduled for March 18th at Cyndi's Dockside at 6:30 pm.

CEDC Website – where are we?

CEDC
Minutes of Meeting
March 5, 2020 Meeting

The group will work on getting pictures and the verbiage for the front page. They would like to have this down by May 9th. The next meeting will be in the Lodge Lobby at 6:00 pm.

BAH – April date

The next Bah will be on April 30th from 5:00 pm – 7:00 pm at Cyndi's Dockside. The Committee would like to have the September BAH at the wedding barn owned by Stephen Kinney.

Town meeting prep

The Committee would like to have the informational meeting approximately 1 week before Town Meeting. Nikki could talk about TIF's, have the folks from Wright Pierce there to answer any questions, and Poland Spring Bottling has offered to come to the informational meeting on the Water/Sewer projects and to come to Town Meeting. Matt Garside will reach out to Old Castle to see if they will be at the Town Meeting and to see if they would come to the informational meeting.

The Committee would like to send a postcard to all Poland residents to let them know about the informational meeting, voting, and Town Meeting coming up. Ray Cloutier moved to approve spending money on creating and mailing out an informational postcard to all Poland residents. Sheila Foley seconded the motion. Discussion: None Vote: 6-yes 0-no

June Chamber breakfast

This will be June 11th at the Poland Spring Resort. The Committee would like to have a table there and will need people to volunteer to man the table. It's from 6:30 am – 9:00 am. The Committee would like to have businesses bring in their business cards and other literature to give out to people. Sheila Foley and Stacy Bsullak volunteered to man the table.

OPEN ISSUES/ OTHER

The Committee would like the following items put under open issues for them to keep working on: finding someone to help bring businesses to Town and moving forward with a Farmer's Market.

ADJOURNMENT

Stacy Bsullak moved to adjourn the meeting @ 7:55 pm. Sheila Foley seconded the motion. Discussion: None Vote: 6-yes 0-no

Expense Detail Report

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

Account-----			Current			Unexpended
Date	Jrnl	Desc---	Budget	Debits	Credits	Balance
400 - PSB TIF 1 FUNDS			56,500.00	30,448.49	98.00	26,149.51
01 - PSB TIF 1			56,500.00	30,448.49	98.00	26,149.51
5650 - CEDC EXPENSE			56,500.00	30,448.49	98.00	26,149.51
03/05/20	P 0452	03/05/20 Payroll (Dist)		101.57	0.00	
03/12/20	P 0468	03/12/20 Payroll (Dist)		101.57	0.00	
03/17/20	A 0470	SPONSORSHIP		1,000.00	0.00	
04/07/20	A 0480	TOWN MEETING CARD		368.00	0.00	
03/19/20	P 0483	03/19/20 Payroll (Dist)		101.57	0.00	
03/26/20	P 0496	03/26/20 Payroll (Dist)		101.57	0.00	
March			0.00	1,774.28	0.00	24,375.23
Expense.....			56,500.00	32,222.77	98.00	24,375.23
Division....			56,500.00	32,222.77	98.00	24,375.23
Department..			56,500.00	32,222.77	98.00	24,375.23
Final Totals			56,500.00	32,222.77	98.00	24,375.23

Expense Detail Report

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

Account-----			Current			Unexpended
Date	Jrnl	Desc---	Budget	Debits	Credits	Balance
400 - PSB TIF 1 FUNDS			56,500.00	32,222.77	98.00	24,375.23
01 - PSB TIF 1			56,500.00	32,222.77	98.00	24,375.23
5650 - CEDC EXPENSE			56,500.00	32,222.77	98.00	24,375.23
04/02/20	P 0503	04/02/20 Payroll (Dist)		101.57	0.00	
04/09/20	P 0509	04/09/20 Payroll (Dist)		101.57	0.00	
04/16/20	P 0515	04/16/20 Payroll (Dist)		101.57	0.00	
04/23/20	P 0539	04/23/20 Payroll (Dist)		101.57	0.00	
05/05/20	A 0546	Annual Dues - Poland		275.00	0.00	
04/30/20	P 0549	04/30/20 Payroll (Dist)		101.57	0.00	
April			0.00	782.85	0.00	23,592.38
Expense.....			56,500.00	33,005.62	98.00	23,592.38
Division....			56,500.00	33,005.62	98.00	23,592.38
Department..			56,500.00	33,005.62	98.00	23,592.38
Final Totals			56,500.00	33,005.62	98.00	23,592.38



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INVOICE

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

Invoice: 200385-01
Invoice Date: 3/16/2020
Order Date: 3/10/2020
Job Number: 200385
Customer Number: 2730
Purchase Order Number: Matt Garside
Salesperson: Walter Gallagher

AR Contact: mgarside@polandtownoffice.org

Quantity	Description	Price
2,700	Town Meeting Card	368.00

Invoice Total: \$368.00

We Appreciate You!!

Terms: Due in 30 days