

**CEDC Meeting  
July 11, 2019 – 6:00 PM  
Poland Fire Station**



**Meeting Materials**

CEDC  
Thursday July 11, 2019  
6:00pm – Poland Fire Station

**CALL TO ORDER**

- Guest acknowledgements
- Approve minutes
- Review financials

**NEW BUSINESS**

- Elect Officers
- Request for Temporary Absence from CEDC

**OLD BUSINESS**

- Banners
- If time permits – recap 6.27.2019 BAH

**OPEN ISSUES/ OTHER**

**ADJOURNMENT**

# CEDC Meeting Minutes

For June 6, 2019 Meeting

## **CALL TO ORDER**

Acting Chairperson Norm Davis called the meeting to order at 6:30 PM with Members Cyndi Robbins, Ray Cloutier, Jennifer Letourneau, Stacey Bsullak, Sheila Foley, and Alternate Member Bill Eldridge present. Jay Kiel absent without notice.

## **Guest Acknowledgements**

Guests present – Matt Garside, Rob Williamson, Joe Cimino, Paul Krushesky, Steve Robinson and Jimmy Walker.

## **Approve Minutes**

Cyndi Robbins moved to approve the meeting minutes from the May 2, 2019 meeting. Ray Cloutier seconded the motion. Discussion: None    Vote: 7-yes 0-no

## **Review Financials – Matt Garside**

Cyndi Robbins moved to approve the financials and invoices. Jennifer Letourneau seconded the motion. Discussion: None    Vote: 7-yes 0-no

## **NEW BUSINESS**

### **Rob Williamson from Wright Pierce presenting information – Matt Garside**

Rob Williamson presented the sewer and water project info to the Committee. The Committee went over the projects they think would be best for the Town. Rob Williamson thinks that the best time to put the projects out to bid is in late fall and to put all the projects together as one to make it more competitive with bidders.

To move forward with any of the projects the Committee needs to pick the projects that they think are best for the Town, have a workshop with the Board of Selectpersons, then convince the Town of the projects.

Cyndi Robbins moved to approve asking the Board of Selectpersons for a workshop on July 11, 2019 @ 6:30 pm. Ray Cloutier seconded the motion. Discussion: None    Vote: 7-yes 0-no

### **Western Maine Transportation Services – Matt Garside**

Matt Garside gave an overview of this to the Committee. He would like to have a person from Western Maine Transportation come in and give a presentation about their services and potential in Poland. The Committee would like this added to the next regular meeting agenda.

## **OLD BUSINESS**

### **Maine State Bicentennial – December 31, 2020**

The Preservation Society is interested in doing something for the bicentennial. Cyndi Robbins will reach out to the Poland Historical Society to see if they'd be interested in doing something as well.

# CEDC Meeting Minutes

## For June 6, 2019 Meeting

### BAH – June 27, 2019

Cyndi Robbins went over the event: there will be hors d'oeuvres, a raffle for the door prizes, a talk on the history of the building, talks by the guest speakers, an introduction of the businesses, etc.

### Banners

Sarah Merrill gave an update on the banners to the Committee. The contract is being worked on and should be done soon and we're waiting to hear back from CMP about which poles we can use.

### Website and visitpoland.me

This is still a work in progress.

### Plantings at the Town of Poland signs

Sarah Merrill suggested talking with the tech and the trade schools in the area to see if they would be willing to have a hands on learning project hardscaping around the two signs on Route 26. The Committee wants to look at a new planting arrangement for next year. For this year they want to get annuals in. Jen Letourneau said she would look into this and email the Committee.

Cyndi Robbins moved to approve spending up to \$500.00 on flowers for the two Town signs on Route 26. Ray Cloutier seconded the motion. Discussion: None    Vote: 7-yes 0-no

## **OPEN ISSUES / OTHER ISSUES**

### July Meeting is on July 4th

Sarah Merrill brought up the fact that the next regularly scheduled meeting would be on a holiday. The Committee decided they will meet on July 11<sup>th</sup> at 6:00 pm at the Fire Station to elect officers and then at 6:30 pm will be the workshop with the Board of Selectpersons.

### Elect officers – July

Sarah Merrill told the Committee that at the July meeting they would need to elect officers. The reason to wait until July is because that is when the new terms start.

## **ADJOURNMENT**

Ray Cloutier moved to adjourn the meeting at 7:50 pm. Stacey Bsullak seconded the motion. Discussion: None    Vote: 7-yes 0 -no.

# Expense Detail Report

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

Account-----			Current			Unexpended
Date	Jrnl	Desc---	Budget	Debits	Credits	Balance
400 - PSB TIF 1 FUNDS			56,500.00	38,499.57	192.50	18,192.93
<b>01 - PSB TIF 1</b>			<b>56,500.00</b>	<b>38,499.57</b>	<b>192.50</b>	<b>18,192.93</b>
5650 - CEDC EXPENSE			56,500.00	38,499.57	192.50	18,192.93
06/04/19	A 0645	ANNUAL DUES		225.00	0.00	
06/06/19	P 0680	06/06/19 Payroll (Dist)		98.00	0.00	
06/13/19	P 0696	06/13/19 Payroll (Dist)		98.00	0.00	
06/18/19	A 0698	PLAN & CONSULTING		576.56	0.00	
06/20/19	P 0719	06/20/19 Payroll (Dist)		98.00	0.00	
06/27/19	P 0726	06/27/19 Payroll (Dist)		98.00	0.00	
06/28/19	G 0737	Health Ins CEDC Dec-Jun		1,149.87	0.00	
06/28/19	G 0737	SS/Med CEDC Dec 18-Jun 19		233.75	0.00	
06/28/19	G 0737	Retirement CEDC-Dec-Jun		225.89	0.00	
06/28/19	G 0738	Health Ins CEDC Dec-Jun		0.00	1,149.87	
06/28/19	G 0738	Retirement CEDC-Dec-Jun		0.00	225.89	
06/28/19	G 0738	SS/Med CEDC Dec 18-Jun 19		0.00	233.75	
06/28/19	G 0739	Health Ins CEDC-Dec-Jun		1,112.59	0.00	
06/28/19	G 0739	SS/Med CEDC-Dec18-Jun19		226.36	0.00	
06/28/19	G 0739	Retirement CEDC-Dec-Jun		218.73	0.00	
06/28/19	G 0741	Ann. Allocation - Postage		141.87	0.00	
	<b>June</b>		<b>0.00</b>	<b>4,502.62</b>	<b>1,609.51</b>	<b>12,080.80</b>
	<b>Expense.....</b>		<b>56,500.00</b>	<b>43,002.19</b>	<b>1,802.01</b>	<b>15,299.82</b>
	<b>Division....</b>		<b>56,500.00</b>	<b>43,002.19</b>	<b>1,802.01</b>	<b>15,299.82</b>
	<b>Department..</b>		<b>56,500.00</b>	<b>43,002.19</b>	<b>1,802.01</b>	<b>15,299.82</b>
<b>Final Totals</b>			<b>56,500.00</b>	<b>43,002.19</b>	<b>1,802.01</b>	<b>15,299.82</b>

**PLEASE REMIT PAYMENT TO:**

Wright-Pierce  
11 Bowdoin Mill Island, Ste 140  
Topsham, ME 04086  
(207) 725-8721

Camden National Bank  
ABA Routing No. 011201458  
Account No. 15505735  
a-r@wright-pierce.com

**Attention:** Matt Garside  
**Town of Poland**  
**1231 Main Street**  
**Poland, ME 04274**

**Invoice :** 0000201480  
**Invoice Date :** 6/18/2019  
**Due Date:** 7/18/2019  
**Project :** 14225  
**Project Name :** Poland, ME - Water & Sewer Mains

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**For Professional Services Rendered Through 5/31/2019**

REFERENCE: PO No. 2019-002 dated October 23, 2018.

	Fee	Available	Billings		
			To Date	Previous	Current
A - Water & Sewer Conceptual Cost	5,000.00	75.33	5,000.00	4,924.67	97.79
<i>Less Fee Exceeded</i>					-22.46
<i>Total Labor</i>		97.79			
<i>*Max Fee Exceeded</i>			<b>Current Billings</b>		75.33
			<b>Amount Due This Bill</b>		75.33

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Robert J. Williamson



Lewiston Auburn  
METROPOLITAN  
CHAMBER of COMMERCE

**Lewiston Auburn Metropolitan Chamber  
of Commerce**

415 Lisbon Street Suite 1  
Lewiston, ME 04240  
(207) 783-2249 | fax:  
Maureen@LAMetroChamber.com

**Invoice**

Invoice Date: 6/17/19  
Invoice Number: 27143

Town of Poland  
Matt Garside  
1231 Maine St  
Poland, ME 04274

Terms	Due Date
Due on Receipt	6/17/19

Description	Quantity	Rate	Amount
June 2019 LA Metro Chamber Breakfast at Poland Spring Resort (Stan Tetenman)	1	\$22.00	\$22.00
Total:			\$22.00
Payment/Credit Applied:			\$0.00
Balance:			\$22.00

96% of your LA Metro Chamber membership investment may be tax deductible as an ordinary business expense  
Thank you for your support of the **Lewiston Auburn Metropolitan Chamber of Commerce**

Please return this portion with your payment.

**Member Name: Town of Poland**

**Invoice #: 27143**  
**Invoice date: 6/17/19**

**Payment Amount: \$** \_\_\_\_\_

**Payment Method:** ☐ Check # \_\_\_\_\_

Make all checks payable to **Lewiston Auburn Metropolitan Chamber of Commerce**.

☐ Credit Card (Visa, MasterCard, Discover, American Express)

Enter Credit Card Billing Address (inc. zip code)

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Credit Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ CVV Code (3 or 4 digits on back of card) \_\_\_\_\_

Name on Card: \_\_\_\_\_ Signature: \_\_\_\_\_