

CEDC
Thursday September 3, 2020
6:30pm – Town Hall

CALL TO ORDER

- Guest acknowledgements
- Approve minutes from:
 - o August 6, 2020
- Review financials

NEW BUSINESS

- Façade improvements to 26
- New Town Events (Art fair, Town Business event)
- Letter to Businesses from Sheila
- New potential assistant for committee
- Broadband GIS Overlay

OLD BUSINESS

- Update for Website timeline – Matt's recap e-mail

OPEN ISSUES/ OTHER

- Find professional to help bring businesses to Poland

ADJOURNMENT

CEDC

Minutes of Meeting

August 6, 2020

CALL TO ORDER

Chairperson Jennifer Letourneau called the meeting to order at 6:30 PM with members Ray

Cloutier, Deb Ouellette, Cyndi Robbins, Norm Davis and Sheila Foley present. Stacey Bsullak was absent with notice.

Guest Acknowledgements

Guests present – Matt Garside

Approve Minutes.

Cyndi Robbins moved to approve the minutes. Norm Davis seconded the motion. Discussion: delete discussion of inviting Chamber of Commerce input as it was completed at the July meeting and no longer needed.

None Vote by roll call: 5-yes 0-no

Review Financials – Matt Garside

Mailing for sewer project cost \$1100.

Cyndi Robbins moved to approve the financials and invoices. Norm Davis seconded the motion.

Discussion: None Vote by roll call: 5-yes 0-no

NEW BUSINESS

Reviewed Comprehensive Plan for the town.

Discussed providing plan for water supply and sewage, review sidewalks plan, and developing parking lots for park and rides. Cyndi Robbins will follow up regarding Auburn Foreign Trade Zone to see if in Poland's interest. All other CEDC responsibilities were ongoing without changes and will continue to be reviewed annually.

Photos- will use Gini Haines photos, decided not to use the photos of each individual business.

Decided against using pins to celebrate the town- Sheila Foley will check into foil seal prices.

Cyndi has spoke with banner companies regarding 225th anniversary to hang across Rt 26. Will find where it will be ok to hang the banner.

Business After Hours was discussed regarding COVID-19 precautions. Sheila moved to approve going ahead with BAH, Norm Davis seconded the motion. Postcards and email will go out shortly. Will be held most likely on Sep 16th at Poland Spring Hotel based on the tent availability. Date will be confirmed by Cyndi.

Sheila will resend the letter to the committee to reach out to businesses for joining/paying dues.

Discussed CEDC goals for this year:

- Complete website

- Open FB so all members can comment

- Be more of a resource for existing and new potential businesses in Poland

- Continue participating in chamber and community events

- Focus on one area of town to improve and potentially buy building opportunities for new businesses on main street.

- Reach out to consultants and grant writers to see if there are opportunities to help attract new businesses.

- Improve broadband and map overlays for town.

Discussed town employee roles in CEDC. We discussed that Sarah may not have enough time to be able to work for CEDC. Matt will discuss with Sarah.

ADJOURNMENT

Cyndi Robbins moved to adjourn the meeting @ 8:10 pm. Ray Cloutier seconded the motion. Discussion: None Vote by roll call: 5-yes 0-no

Expense Detail Report

Department(s): E 401-01-5650 - E 401-01-5650
August to August

Trans	Date	Per	RCB/ Type	Jrnl	Description---	Wrnt	Check#	Vendor-----	Current Budget	Debits	Credits	Unexpended Balance
401 - PSB TIF 2									56,500.00	1,097.19	0.00	55,402.81
01 - PSB TIF 2									56,500.00	1,097.19	0.00	55,402.81
5650 - CDC									56,500.00	1,097.19	0.00	55,402.81
08/18/20 08	R	A	0111		CEDC LETTER MAILER	0000	5204	00168 - PENNMORE		375.14	0.00	
08/27/20 08	R	G	0112		07/02/20 Payroll (Dist)					101.57	0.00	
08/27/20 08	R	G	0112		07/09/20 Payroll (Dist)					101.57	0.00	
08/27/20 08	R	G	0112		07/16/20 Payroll (Dist)					101.57	0.00	
08/27/20 08	R	G	0112		07/23/20 Payroll (Dist)					101.57	0.00	
08/27/20 08	R	G	0112		07/30/20 Payroll (Dist)					101.57	0.00	
08/27/20 08	R	G	0112		Rev. FY '20 P/R Accrual					0.00	142.20	
08/27/20 08	R	G	0112		08/06/20 Payroll (Dist)					101.57	0.00	
08/27/20 08	R	G	0112		08/20/20 Payroll (Dist)					101.57	0.00	
08/27/20 08	R	G	0112		08/27/20 Payroll (Dist)					101.57	0.00	
August									0.00	1,187.70	142.20	54,072.91
Expense....									56,500.00	2,284.89	142.20	54,357.31
Division...									56,500.00	2,284.89	142.20	54,357.31
Department..									56,500.00	2,284.89	142.20	54,357.31
Final Totals									56,500.00	2,284.89	142.20	54,357.31