

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

MINUTES

CALL TO ORDER

The Poland CEDC meeting for April 1, 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, Deputy Town Manager Nikki Pratt, and Recording Secretary Alex Sirois.

MINUTES

March 4, 2021

- Vice-Chair Cyndi Robbins makes a motion to accept the minutes for March 4, 2021, as presented, seconded by Member Norm Davis.

VOTE: YES - 6 NO - 0

REPORTS

Financial Report

- Town Manager Matt Garside outlines the only expense last month was the admin payroll.
- Member Sheila Foley makes a motion to accept the financial report, as presented, seconded by Member Norm Davis. No discussion.

VOTE: YES - 6 NO - 0

Planning and Development Report

- Recording Secretary Alex Sirois informs the Committee that:
 - The following new business registrations were received by the Planning and Development Office since the last meeting:
 - Phoenix Reign Products, a craft jewelry, and soap business, located at 3 Chestnut Drive.
 - Lavoie Remodels, a carpentry business, located at 62 Walker Point Road.
 - The Planning Board approved the following commercial projects since the last meeting:
 - 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:
 - 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
 - Route 26 Excavation & Sales, Inc. received a permit to install two 24' x 28' temporary storage structures at 1143 Maine Street, valued at \$400.
 - C.N. Brown Company received a permit to install new signage on the existing gas canopy at 1502 Maine Street, valued at \$28,000.
- Deputy Town Manager Nikki Pratt informs the Committee that Canopy Cabin will be going to the Selectboard for approval for a cannabis business on Mechanic Falls Road

COMMUNICATIONS

First Quarter Excellence in Business Award Release

- Recording Secretary Alex Sirois asks if anyone has any suggestions for news outlets that he can submit these types of press releases to.
 - The Committee suggests Community Connection, Sun Journal, The Oxford Chamber, and the LA Metropolitan Chamber of Commerce.

OLD BUSINESS

CEDC Website Update

- Recording Secretary Alex Sirois gives an update on the website project.
 - He is struggling to get a response from the company, and minor changes are taking an unusual amount of time.
 - Vice-Chair Cyndi Robbins asks if we can add pages or do we need the company to do that for us.
 - Deputy Town Manager Nikki Pratt can add new pages. She will reach out to our contact and see if she can light a fire.

Downtown Design Standards

- Amy Segal from Sebago Technics was unable to make the meeting. Chair Jennifer Letourneau asks the Committee if they want to do a mid-month meeting, or wait until May to discuss the proposal.
 - The Committee decides to hold a special meeting on April 22nd at 6:30 pm via Zoom.

Banners

- Vice-Chair Cyndi Robbins informs the Committee that the new banners are in progress. The company printing the banners needed the vector files, so she had to get them from Drew the designer.

- She asks member Raymond Cloutier if we will need to hire someone to put them up, and he says yes.

Trails Maps

- Vice-Chair Cyndi Robbins received the trail maps file from Scott Segal. She ordered the maps and has the bill for 1,500 maps. She thinks this map will be perfect for the trailheads, but eventually, it would be nice to have a map that shows all four of the trail areas. If the CEDC is supposed to be promoting tourism this is a good start.
- Cyndi also informs the Committee that Scott Segal is working with a sign company on a storybook trail project. These are short stories with sections on a sign that kids can hike to and read the story as they continue on down the trail. She would like to do this same thing at Poland Spring for the Togo story.
- Chair Jennifer Letourneau would like to make sure all of these trails are available on the trail finder websites.
- Member Raymond Cloutier makes a motion to spend \$611.00 for 1,500 trail maps printed by Penmore, seconded by Vice Chair Cyndi Robbins. No discussion.
Vote: YES - 6 NO - 0

LA Region Explore + Discover Guide

- Vice-Chair Cyndi Robbins reports that she has submitted the print ad and the total cost ended up being around \$800.

NEW BUSINESS

Comprehensive Planning Survey

- Member Stacy Bsullak wanted to put this out to the Committee because she feels it is important that they are aware of the vision of the town.
- Deputy Town Manager Nikki Pratt informs the Committee that once the results have been compiled she will send them to the CEDC. Currently, there have been around 70 submittals. Many are asking for additional small businesses.
- Stacey thinks it is important to have these conversations but as long as there is no sewer service on Maine Street the town will have empty storefronts. Her kids are concerned that Poland is becoming a pot-smoking town and it is disappointing.
 - Member Sheila Foley agrees and is concerned that the lack of sewer will limit business development on Maine Street.
 - Vice-Chair Cyndi Robbins points out that the available land is too expensive to buy.
- Member Norm Davis thinks that if neighboring towns are not willing to help Poland, it might be worth looking into our own sewer system.
 - Member Raymond Cloutier points out that the upcoming sewer system improvements have been dragging on for years.

- Town Manager Matt Garside informs the Committee that the upcoming sewer project is on schedule and will be going out to bid in a few weeks. Work will hopefully begin this summer.
 - Chair Jennifer Letourneau asks what the cost would be to bring it from Mechanic Falls to the commercial plaza on Maine Street.
 - The approximate cost would be 8-10 million.
- Norm Davis thinks that we have everything a large industrial or commercial operation would need on Lewiston Junction Road, but it would take significant rezoning and promotion to get anyone to move there. This would be a perfect spot for some light manufacturing.
- Vice-Chair Cyndi Robbins informs the Committee that she and Matt have been working with an RV manufacturing company that is looking for 100 acres and land. They also have an immediate need for a 50,000 square foot building.

OTHER

- Town Manager Matt Garside would like to see the CEDC agendas, minutes, and packets, posted to the website.
 - Recording Secretary Alex Sirois recently got the backlogged items onto the website. He will also begin posting the meeting agenda on the CEDC Facebook page.
- Vice-Chair Cyndi Robbins would like to discuss the Spring Business After Hours event.
 - Chair Jennifer Letourneau believes the last plan was for sometime in May at the Poland Spring Water Museum.
 - Cyndi believes they are doing their grand opening on May 21st, so we cannot do anything before that. She asks the Committee if they would like to try to do something in June. Should we try to get a tent or cap at fifty people?
 - Cyndi will talk with Heather Printup at Poland Spring and come back to the Committee next month with more information.

ADJOURNMENT

The meeting adjourns at 7:23 pm.

Recorded by: ALS

Accepted on: May 6, 2021.