

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

**MINUTES**

**CALL TO ORDER**

The Poland CEDC meeting for July 1, 2021, was called to order at 6:31 pm, by Committee Chair Jennifer Letourneau. The Chair, as well as members Cyndi Robbins, Norm Davis, and Jessica Wilson, are present. Member Stacey Bsullak, Raymond Cloutier, Sheila Foley, and Alternate Member William Eldridge are absent.

**Public Attendance:** Recording Secretary Alex Sirois, Amy Segal from Sebago Technics, and Scott Segal from Poland Parks and Recreation.

**RECOGNITION OF VISITORS**

- None

**MINUTES**

June 3, 2021

- Vice-Chair Cyndi Robbins makes a motion to accept the minutes for June 3, 2021, as presented, seconded by Member Norm Davis. No discussion.  
VOTE:            YES - 4                      NO - 0

**REPORTS**

Financial Report

- Chair Jennifer Letourneau notes that dues of \$225 show up on the financial report.
  - Vice-Chair Cyndi Robbins believes this is either LA Metro or Oxford Chamber dues.
- Also included in the report are the monthly payroll expense and the postcards for the Business After Hours event.
- Cyndi informs the Committee that eventually you will see the bill from Business After Hours and postage for the postcards.
- Vice-Chair Cyndi Robbins makes a motion to accept the financial report, as presented, seconded by Member Jessica Wilson. No discussion.  
VOTE:            YES - 4                      NO - 0

Planning and Development Report

- No new business registrations were received by the Planning and Development Office since the last meeting.
- The Planning Board approved the following commercial projects since the last meeting:

- A Formal Site Plan Application for Pike Industries, Inc., for a new 60' x 34' office building at 164 Spring Water Road.
- A Formal Site Plan Application for Black Cat Holdings, LLC, to change the use of the existing office building to a new fifty seat restaurant including an outdoor patio at 840 Bakerstown Road.
- No commercial building permits were issued by the Code Enforcement Officer since the last meeting

## **COMMUNICATIONS**

### **OLD BUSINESS**

#### Downtown Design Standards

- Vice-Chair Cyndi Robbins thinks that we need to make the rules simpler and more clear for business owners so that people don't say we aren't business-friendly.
- Amy Segal suggests a separation of the standards for each of the two zones that require them. She also suggests that it is possible the standards could be made guidelines. Standards are required, guidelines are more flexible.
  - Member Jessica Wilson asks if it is possible to keep them as standards but allow a range of options and be less specific.
    - Cyndi Robbins agrees and thinks items like building color could be a guideline and not a standard.
    - Jessica thinks each business is entitled to its own identity.
- Cyndi believes it is time for a workshop with the Planning Board.
  - Chair Jennifer Letourneau would like to schedule this for September.
- Amy wonders if the standards are included in the Town's Comprehensive Plan.
- Amy also suggests removing some of the standards and relocating them as performance standards.
- After some discussion by the Committee, it is decided to prioritize separation of some of the standards to create guidelines, differentiating the two zones, building requirements, and landscaping requirements.

#### Municipal Park

- Scott Segal is before the Committee with a draft plan of a proposed municipal park.
- Matt has been working with Doug Beck from the State of Maine and he will be coming to meet with them next week to see the concept.
- Scott is before the Committee to solicit feedback.
- The Selectboard has approved the acceptance of donations for the project.
- Vice-Chair Cyndi Robbins asks if the park would be open to residents only or anyone.
  - It would be open to the public.
  - This is important and may dictate if the CEDC is able to contribute TIF funds to the project.

- Scott goes before the Selectboard on June 20th. If he gets approval to move forward he will begin actively connecting with people to solicit donations.
- Public works has screened the loam and did some of the prep work for the project already.
- The Committee thinks the plan looks good and has nothing they would like to see added to the plan.

#### Bicentennial Parade

- Vice-Chair Cyndi Robbins reports that Sheila met with the Poland Spring Preservation Society and they are now planning on doing their own float for the parade. The resort is now also doing its own, and so is the water company. Poland will be well represented in the parade.
- The next meeting is scheduled for July 11th at 6 PM.

#### **NEW BUSINESS**

#### **OTHER BUSINESS**

- Recording Secretary Alex Sirois updates the committee on the website and the domain name server situation.
  - Vice-Chair Cyndi Robbins would really like to see this done ASAP.
    - Alex will keep pushing.
- Stacey would like everyone to know that open farm day is July 25th from 10 am until 3 pm.

#### **ADJOURNMENT**

The meeting adjourns at 8:27 pm.

Recorded by: ALS

Accepted on: August 5, 2021.