

Community & Economic Development Committee
Thursday, October 7, 2021
Poland Town Office Conference Room - 6:30 PM

MINUTES

CALL TO ORDER

The Poland CEDC meeting for October 7, 2021, was called to order at 6:30 pm, by Committee Chair Jennifer Letourneau. The Chair, as well as members Cyndi Robbins, Norm Davis, Ray Cloutier, and Sheila Foley, are present. Pending Member Chrissy Kimball was also present. Member Stacey Bsullack was absent with notice.

RECOGNITION OF VISITORS

Town Manager Matt Garside, Selectboard member Nate McNally, and Amy Segal of Sebago Technics were also present.

MINUTES

September 9, 2021

Vice-Chair Cyndi Robbins makes a motion to accept the minutes for September 9, 2021, as presented, seconded by Member Norm Davis.

VOTE: YES - 5 NO - 0

REPORTS

Financial Report

August and September financial reports were reviewed to include the expenditure of signs for the Bicentennial Parade and normal the normal admin payroll expense last month Member Cyndi makes a motion to accept the financial report, as presented, seconded by Member Sheila Foley. No discussion.

VOTE: YES - 5 NO - 0

Planning and Development Report

The current Design Standards were reviewed on September 27, 2021 by members of the CEDC. Revisions were made and Sheila Foley made changes to the current standards which were sent to CEDC members for review. Cyndi Robbins, Ray Cloutier, Scott Neal, and Matt Garside met and discussed hiring Sebago Technics to help with downtown design, but Matt determined that they could not be paid by TIF funds. We also discussed hiring a commercial real estate agent to help those with property determine a market price for projects to enhance new business opportunities.

COMMUNICATIONS

Resignation of member Jessica Wilson, accept Chrissy Kimball for position. Chrissy will be on the Selectboard meeting October 25 for final appointment and then will swear in with the town office.

Vice-Chair Cyndi Robbins makes a motion to accept the resignation and accept Chrissy Kimball as presented, seconded by Member Sheila Foley. No discussion.

VOTE: YES - 5 NO - 0

OLD BUSINESS

Recap of Committee Workshop held on September 27, 2021

Members Cyndi Robbins, Ray Cloutier, Norm Davis, Stacey Bsullack, Sheila Foley, guests Alex Sirois and projected member Chrissy Kimball were in attendance for this meeting at Mel's Hilltop. Changes were discussed with Sheila Foley agreeing to make changes to the document and share with the group. Most suggestions included relaxing the wording from standards to guidelines and allowing the planning

board to approve standards that make sense rather than have the code office be the determination for design alterations. The goal of this is to make sure there is a certain appearance upheld, but allows for some creativity that will still enhance the town. This will be going to the planning board for their review and will be discussed at the scheduled October 26, 2021 Planning Board meeting. All members and Amy Segal were going to review the document again to see if any additional changes were to be made. The addition of photos were also encouraged. All CEDC members were encouraged to attend and Amy Segal will attend that meeting and give a short presentation to the planning board.

CEDC Website Update

At the time of the meeting, the site is up and running but no changes have been made to improve the business directory and functionality of the page.

NEW BUSINESS

Contracted Planner Discussion- Cyndi Robbins requested looking into paying a commercial planner to help develop Poland, however Matt Garside said that he and Nikki Pratt have determined that this could not be paid for through CEDC or TIF funds. Matt Garside said the town will receive \$598,000 for ARP which is Federal COVID relief funds. Nate McNally stated that he is interested in hearing ideas from the community on where this can be used and welcomes us to forward thoughts to the Selectman for review.

OTHER

Heritage Days-

Cyndi Robbins felt the weekend was a success and happy with the involvement. They are planning on moving this to the fall annually and we discussed more advertising involvement from the town for this in the future.

Oxford Chamber of Commerce Christmas Parade-

Cyndi Robbins received an invitation for Poland to have a float for the Christmas Parade. Poland Spring Preservation Society will be sponsoring the float with a Togo theme. Sheila Foley agreed to help with this event. There will be a subcommittee meeting later this month to discuss this float and the town involvement. Cyndi did not feel she needed any financial support for this float.

ADJOURNMENT

Member Sheila Foley makes a motion to adjourn the meeting, seconded by Member Ray Cloutier.

VOTE: YES - 5 NO - 0

The meeting adjourned at 7:45 pm.

Recorded by: SMF