

Community & Economic Development Committee
Thursday, September 9, 2021
Public Zoom Meeting - 6:30 PM

MINUTES

CALL TO ORDER

The Poland CEDC meeting for September 9, 2021, was called to order at 6:31 pm, by Vice-Chair Cyndi Robbins. The Vice-Chair, as well as members, Sheila Foley, Norm Davis, Raymond Cloutier, and Stacey Bsullak, are present. Chair Jennifer Letourneau, Member Jessica Wilson, and Alternate Member William Eldridge are absent.

Public Attendance: Recording Secretary Alex Sirois and Amy Segal from Sebago Technics are also present.

MINUTES

August 5, 2021

- Member Norm Davis makes a motion to accept the minutes for August 5, 2021, as presented, seconded by Member Stacey Bsullak. No discussion.

VOTE: YES - 5 NO - 0

RECOGNITION OF VISITORS

REPORTS

Financial Report

- No one is sure what the \$500 payment for “banners” is.
- It is decided the committee will need more information on what this expense was for. They will still approve the payroll expense.
- Member Sheila Foley makes a motion to accept the financial report, excepting the banners expense, seconded by Member Norm Davis. No discussion.

VOTE: YES - 5 NO - 0

Planning and Development Report

- The following new business registration was received by the Planning and Development Office since the last meeting.
 - Hamlin Insurance Agency, an insurance agency located at 1484 Maine Street, Suite 3.
- The Planning Board did not approve any commercial projects since the last meeting.
- No commercial building permits were issued by the Code Enforcement Office since the last meeting.

COMMUNICATIONS

Walt Evans Decorators Invoice 8/16/2021

Grassroots Graphics Invoice 8/18/2021

- Member Sheila Foley informs the Committee that she still has these signs and they are available to be used for heritage day.
- Member Raymond Cloutier makes a motion to approve the bills, seconded by Member Norm Davis. No discussion.

VOTE: YES - 5 NO - 0

OLD BUSINESS

Downtown Design Standards

- Recording Secretary Alex Sirois talked with the Planning Board Recording Secretary Sarah Merrill and the Chair of the Planning Board would like the CEDC to come to their meeting on September 28th.
- Vice-Chair Cyndi Robbins is unable to make that meeting.
 - Member Raymond Cloutier thinks it would be best to reschedule so that everyone can be there.
- The second Planning Board meeting in October will be on the 26th. It sounds like that will work better for everyone. This will also give the Committee one more meeting to prepare.
 - This would likely be a large meeting. We may need to relocate the meeting to the Town Hall.
 - Amy Segal suggests inviting Jim Seymour from Sebago Technics. He is an engineer who occasionally reviews applications for the Planning Board. He could also come to the CEDC meeting in October to give his perspective prior to the Planning Board meeting.
 - Cyndi agrees that this is a good idea.
 - Raymond agrees that having him come sooner than later is a good idea. He has talked with Scott about bringing in a Planner to assist Scott in the office. He is curious if the CEDC can possibly help pay for this since it would be beneficial to the entire Town.
 - Cyndi thinks that could work but we would need to know the status of the TIF and what the plan would be in five years when the TIF is gone.
- Cyndi would like to make the Town more business-friendly. She feels that signage is a problem and is too restrictive.
- Amy Segal briefly reviews both Gray and Raymond's Downtown Design Standards/Guidelines.
- For the next meeting, Amy can set up a form with categories so that Members can list what they envision for changes with priorities.
- The Committee feels a special ad hoc meeting is going to be necessary in order to complete this before the joint workshop. It is decided that a meeting will be held at 5:30

on September 27th. The meeting will either be in the Town Office Conference Room or Mel's Hilltop.

Bicentennial Parade

- Member Sheila Foley updates the Committee on the success of the parade. The Town had a float that represented Poland and less than \$800 was used.

Website

- Recording Secretary Alex Sirois updates the Committee on the status of the website. The new CEDC website is finally working using the new domain. Currently, you get a security certificate error when you go to the domain, but this should be fairly easy to resolve.
- The Committee does have a number of things that they would like changed and is generally not impressed with the outcome.
- Member Sheila Foley was under the impression that the business database would be a little more impressive and was supposed to include a thumbnail and brief description, for example.
- Member Stacey Bsullak points out that some businesses that have paid their registration fee are missing from the database, for example, hers.
- Alex will continue to work on this project and update the Committee.

NEW BUSINESS

Bylaws

- The Town Office has requested an annual review of the Bylaws by the CEDC.
- Member Norm Davis suggests removing the Treasurer position since the Committee collectively reviews the financials.
- The Committee agrees this should be amended.

OTHER BUSINESS

- The Committee is curious if Krissy Kimball has been appointed as an alternate.
 - Recording Secretary Alex Sirois will check on this.
- Vice-Chair Cyndi Robbins is also curious if Bill Eldridge is on the Committee.
 - Alex believes he is.
 - The Committee believes it is time to take his resignation since he has not made a single meeting for over a year. Alex will send him a thank you letter for his service to the Town.
- Heritage Day is coming up this month. Something should be posted on Facebook.
- Someone on the South Side of Town has requested more banners there.

ADJOURNMENT

The meeting adjourns at 8:07 pm.

Recorded by: ALS

Accepted on: October 7, 2021.