

COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE
THURSDAY, SEPTEMBER 1, 2022
6:30 PM - POLAND FIRE STATION

Community & Economic Development Committee
Thursday, September 1, 2022
6:30 PM - Fire Department

AGENDA

CALL TO ORDER

ELECTION OF OFFICERS

MINUTES

July 7, 2022

RECOGNITION OF VISITORS

REPORTS

Financial Report - July 2022

Financial Report - August 2022

Planning and Development Report - July 2022

Planning and Development Report - August 2022

COMMUNICATIONS

Gems of Route 26 Invoice

Cyndi's Dockside Invoice

Heritage Day Invoice

Pick'n In The Orchard Festival

AVCOG Draft 2023-2028 Comprehensive Economic Development Strategy

OLD BUSINESS

Website

Business After Hours (Confirm Date & Location)

NEW BUSINESS

Heritage Day

2023 Winter Festival

Spring 2023 Event

Banner Replacement

Downtown Design Standards Professional Services

OTHER BUSINESS

ADJOURNMENT

CEDC ACTIVE LIST

SOP For New Businesses

Triathlon (delayed until the October meeting)

Town Sign Landscaping (delayed until January 2023)

MINUTES

Community & Economic Development Committee
Thursday, July 7, 2022
Fire Station - 6:30 PM

MINUTES

CALL TO ORDER

The Poland CEDC meeting for July 7, 2022, was called to order at 6:34 pm, by Chair Cyndi Robbins. Members Chrissy Kimball, Stacey Bsullak, and Norm Davis are present. Members Sheila Foley and Mike Ellis are absent.

Public Attendance: Recording Secretary Alex Sirois and Selectboard Member Nate McNally.

MINUTES

June 2, 2022

- Member Norm Davis makes a motion to accept the minutes for June 2, 2022, as presented, seconded by Member Stacey Bsullak. No discussion.
VOTE YES - 4 NO - 0

RECOGNITION OF VISITORS

None

REPORTS

Financial Report

- The Financial Report for June 2022 includes payroll expenses and dues for \$225.
- Member Stacey Bsullak makes a motion to accept the Financial Report as presented, seconded by Member Chrissy Kimball. No discussion.
VOTE YES - 4 NO - 0

Planning and Development Report

- The following new businesses registrations were received by the Planning and Development Office since the last meeting:
 - Saddle Feathers Farm, LLC, an agricultural business, located at 53 Cobb Road.
- The following Site Plan Applications were approved by the Planning Board since the last meeting:
 - Auto Everything, LLC, received approval to open an auto repair/sales business at 318 Bakerstown Road.
- The following commercial building permits were received by the Code Enforcement Office since the last meeting:
 - Vacationland Moving submitted a permit application for a new sign to replace the Poland Self Storage sign, at 1484 Maine St. Unit #1, with an estimated cost of work of \$675.

COMMUNICATIONS

Gems of Route 26 Invoice

- This item cannot be voted on at this meeting due to a lack of quorum if Chair Cyndi Robbins abstains from voting.

Cyndi's Dockside Invoice

- This item cannot be voted on at this meeting due to a lack of quorum if Chair Cyndi Robbins abstains from voting.

Mr. Chips Invoice

- Member Chrissy Kimball makes a motion to pay the invoice from Mr. Chips, seconded by Member Stacey Bsullak. No discussion.

VOTE YES - 4 NO - 0

OLD BUSINESS

Website

- Alex previews a mock-up of the proposed visitpoland.me website and receives feedback from the Committee. He will continue to make changes and return next month.

Downtown Design Standards Workshop with the Planning Board

- Chair Cyndi Robbins thinks that the meeting with the Planning Board went great. It was good to hear that they are on board with seeing an update to the standards.
- Jim Seymour of Sebago Technics has suggested a point system, which the Committee feels would be a great way to balance esthetics and a business-friendly attitude.

Town Signs/Landscaping

- Chair Cyndi Robbins feels that the Committee should put this off for this season. She suggests bringing this up in January of 2023. Maybe if we reach out to neighboring businesses early enough they would agree to water early in the growing season.
- Nate would like to see this address on a townwide scale because he does agree that it is a problem.

NEW BUSINESS

2022 Business Reigstration Award

- The committee discusses options for this year's award, which will be given out at the fall Business After Hours event.

Election of Officers

- Considering we don't have two members present this will be tabled until the next meeting.

OTHER BUSINESS

- Chair Cyndi Robbins asks for Nate McNally's opinion on increasing the business registration from once annually to a five-year registration.
 - Nate doesn't feel like the Board would be opposed to this change, but obviously cannot speak for all members of the Selectboard.
 - Cyndi will work on a presentation for the Selectboard to make this proposal.
- A location is discussed for the fall Business After Hours.
 - Gathering Winds Farm may be an option and Stacey will consider it.
 - Cyndi will reach out to Fairlawn Golf Course to see if they will be ready for the fall.
- Stacey's fourth annual Pickin in the Orchard Festival is scheduled for September 10th from 10 am to 3 pm.
- Heritage Day is the following weekend. The Larry Williams Band is playing again. There will be fireworks. The Committee is still looking for food vendors.

ADJOURNMENT

The meeting adjourns at 7:51 pm.

Recorded by: ALS

Accepted on: August 4, 2022.

REPORTS

Expense Detail Report

Department(s): E 400-07-6000-60 - E 400-07-6000-60
July

Account-----				Current			Unexpended
Date	Jrnl	Desc---		Budget	Debits	Credits	Balance
400 - TIFS				56,500.00	0.00	0.00	56,500.00
07 - TIF 2				56,500.00	0.00	0.00	56,500.00
6000 - TIFS				56,500.00	0.00	0.00	56,500.00
60 - CEDC				56,500.00	0.00	0.00	56,500.00
07/19/22	A 0044	BUSINESS AFTER HOURS			1,254.60	0.00	
		July		0.00	1,254.60	0.00	55,245.40
		Object.....		56,500.00	1,254.60	0.00	55,245.40
		Expense.....		56,500.00	1,254.60	0.00	55,245.40
		Division....		56,500.00	1,254.60	0.00	55,245.40
		Department..		56,500.00	1,254.60	0.00	55,245.40
Final Totals				56,500.00	1,254.60	0.00	55,245.40

Expense Detail Report
 Department(s): E 400-07-6000-60 - E 400-07-6000-60
 July

Account-----			Current			Unexpended
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6000 - TIFS			56,500.00	0.00	0.00	56,500.00
60 - CEDC			56,500.00	0.00	0.00	56,500.00
07/19/22	A 0044	BUSINESS AFTER HOURS		1,254.60	0.00	
07/28/22	P 0087	07/28/22 Payroll (Dist)		440.17	0.00	
		July	0.00	1,694.77	0.00	54,805.23
		Object.....	56,500.00	1,694.77	0.00	54,805.23
		Expense.....	56,500.00	1,694.77	0.00	54,805.23
		Division....	56,500.00	1,694.77	0.00	54,805.23
		Department..	56,500.00	1,694.77	0.00	54,805.23
Final Totals			56,500.00	1,694.77	0.00	54,805.23



**TOWN OF POLAND, MAINE
COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE**

August 3, 2022

Re: **July Planning and Development Report**

Dear Committee Members,

The following new businesses registrations were received by the Planning and Development Office since the last meeting:

1. Byer of Maine, an online retail business, located at 237 Range Hill Road.

No new Site Plan Applications were approved by the Planning Board since the last meeting:

The following commercial building permits were received by the Code Enforcement Office since the last meeting:

1. Sheila Foley submitted a permit application for a new foundation for a food market/restaurant, at 1220 Maine Street, with an estimated cost of work of \$42,300.

Sincerely,

Alex Sirois
CEDC Administrative Assistant
Town of Poland, Maine



**TOWN OF POLAND, MAINE
COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE**

August 30, 2022

Re: **August Planning and Development Report**

Dear Committee Members,

No new business registrations were received by the Planning and Development Office since the last meeting.

The following Site Plan Applications were approved by the Planning Board since the last meeting:

1. David Ferland, to use an existing storage building for a farm equipment repair shop, at 170 Hardscrabble Road.

No commercial building permits were received by the Code Enforcement Office since the last meeting:

Sincerely,

Alex Sirois
CEDC Administrative Assistant
Town of Poland, Maine

COMMUNICATIONS

Gems of 26
640 Maine Street
Poland Spring, ME 04274 US
crobbins@fairpoint.net

Invoice

BILL TO
town of Poland town of Poland

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1016	05/03/2022	\$1,000.00	06/02/2022	Net 30	

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Dues		1	1,000.00	1,000.00

BALANCE DUE **\$1,000.00**

Poland Spring Resort
640 MAINE ST
POLAND SPRING, ME 04274 US
2079984351
Cyndi@polandspringresort.com
<http://www.polandspringresort.com>



INVOICE

BILL TO
CDEC
Town of Poland

INVOICE # 16286
DATE 07/20/2022
DUE DATE 08/19/2022

ACTIVITY	QTY	RATE	AMOUNT
Heritage day contribution to event	1	5,000.00	5,000.00

THANK YOU!
We appreciate your business.

BALANCE DUE

\$5,000.00

Fwd: can we vote CEDC support hahaha

Cyndi Robbins <psicyndi@gmail.com>

Mon 8/29/2022 12:04 PM

To: Poland CEDC <PolandCEDC@polandtownoffice.org>

Sent from my iPhone

Sent from my iPhone

Begin forwarded message:

From: stacey bsullak <gatheringwindsfarm@gmail.com>

Date: August 25, 2022 at 3:39:29 PM EDT

To: CYNTHIA ROBBINS <cyndi@polandspringresort.com>

Subject: can we vote CEDC support hahaha

SEPTEMBER 10 - 2022

10:30A-3:30P



4TH ANNUAL PICK'N IN THE ORCHARD FESTIVAL

GATHERING WINDS FARM -

315 POLAND CORNER ROAD POLAND ME

**KIDS WITH A PARENT
ANIMAL YOGA 8:00PM
TAUGHT BY
MARTHA STONE**

MUSIC ARTISTS FEATURING :

THE POND LILLIES 10:30-11:30

JEANNE BOYER WITH RICK FIFIELD 11:45-12:15

ERICA BROWN AND MATT SHIPMAN 12:30-3:00

AND CHAD HAYNES 3:00-3:30



FOOD TRUCKS -

INDEDEPENCE FOOD TRUCK & EAT IT BEAT IT

OVER 20 VENDORS - MUSIC-

GAMES - APPLE PICKING -

PUMPKIN PICKING - FACE PAINTING



FW: AVCOG 2023-2028 CEDS

Matt Garside <mgarside@polandtownoffice.org>

Fri 8/19/2022 1:27 PM

To: Poland CEDC <PolandCEDC@polandtownoffice.org>

FYI

Matthew Garside
Poland Town Manager
998-4601
mgarside@polandtownoffice.org

From: Ethan Vinson <evinson@avcog.org>
Sent: Friday, August 19, 2022 12:43 PM
Cc: Amy Landry <ALandry@avcog.org>
Subject: AVCOG 2023-2028 CEDS

Hello,

AVCOG has released a draft [2023-2028 Comprehensive Economic Development Strategy \(CEDS\)](#) and is accepting comments until September 16, 2022. The link to the document and related appendices can be found at <https://avcog.org/CivicAlerts.aspx?AID=536>.

Please email any comments to evinson@avcog.org

Thanks,

Ethan Vinson
Economic Development Specialist
Androscoggin Valley Council of Governments
125 Manley Road
Auburn, Maine 04210
207-783-9186



NEW BUSINESS

Downtown Design Standards

Matt Garside <mgarside@polandtownoffice.org>

Wed 8/24/2022 12:02 PM

To: Cyndi Robbins <psicyndi@gmail.com>

Cc: Matt Garside <mgarside@pdandtownoffice.org>; PolandCEDC <PolandCEDC@pdandtownoffice.org>

Hi Cyndi,

At the joint CEDC/Planning Board meeting Jim Seymour, the Sebago Technics Planner, seemed to have some ideas for the Downtown Design Standards review that resonated with CEDC. Do you want him to move forward and put something together? I don't have a cost estimate from Jim, but CEDC has spent approximately \$6,500 of the \$9,600 allotted for this project. If you would like Jim to start working on this would you take a vote at the next CEDC meeting to that effect please?

Also, we have not asked Jim if he has time to do this work. He probably does, but we don't know for sure until we ask.

Matt

Matthew Garside
Poland Town Manager
998-4601
mgarside@polandtownoffice.org