

Arundel Economic Development Committee

Minutes

August 13, 2013 at 6:00 PM

Arundel Town Offices

Code Enforcement Office, 468 Limerick Road

Members in Attendance: Ira Camp, John Bell, Jen Burrows, Sam Hull, Linda Zuke, Sally Bates

Other Attendees: Todd Shea, Town Manager, Tad Redway, Town Planner, Donna Buttarazzi

Call to Order: Chairman Camp called the meeting to order at 6:17 pm.

I. Approval of Minutes

After some discussion of what materials EDC members should have available to them, as mentioned in the minutes of July 9th, Mr. Hull suggested that any new members should be given a package of background information which should include such items as Chesapeake Group deliverables, the Arundel Comprehensive Plan and the town zoning map. Chairman Camp moved to approve the minutes of the meeting of July 9th and July 31st, 2013. Mr. Bell seconded and the motion passed unanimously.

II. Progress Reports

1. Arundel Heritage Day: Ms. Zuke reported that plans for the Historical Society's Arundel Heritage Day on September 14th were on track, although plans for a "mud-run" had been scrapped due to lack of personnel. She suggested that the EDC set up a booth at one of the festival's locations for the purpose of giving the public information on matters the EDC was trying to achieve.
2. Letter to Dana Peck: The Town Manager reported that he had not had a response from Dana Peck in reference to serving on the EDC.
3. Business Vacancy Information: Chair Camp stated that he thought the letter circulated to the EDC by Mr. Bell for the purpose of requesting commercial real estate listings from local realtors was adequate and should be mailed out to the realtors. When the question was raised as to whether the letter should be mailed or e-mailed, Mr. Hull suggested that it should be sent by both methods. Chair Camp moved that the letter be sent out by both the Postal Service and e-mail. The motion was seconded by Mr. Hull and passed unanimously. When Mr. Hull raised the question of updating any information provided by realtors, the town manager suggested that reminders could be sent out using the town's bulk e-mail service.
4. Zip Code Update: The Town Manager notified the committee that there was nothing new to report regarding the proposed new zip code for Arundel, and that he would make some phone calls to the Postal Service prior to the next EDC meeting to try to get a status report.

III. New Business

1. TIF Strategy: The Town Planner reviewed TIF Strategy for the approved development of summer cottages on Route 1, just North of Fritz Tire. There ensued a lengthy discussion during which it was suggested that the developer make a presentation to the EDC. Mr. Bell suggested that since the TIF was still being negotiated, the committee should table the discussion until a later meeting and move on to other matters. Mr. Hull agreed and there was no objection from other members.
2. Committee Procedures: Mr. Hull reiterated the need for coordination between the EDC, the Planning Board and the Comp Plan Review Committee. The Town Manager stated that joint meetings of the committees might be beneficial. It was noted that Mr. Bell had been appointed to the Comp Plan Review Committee, and Ms. Zuke suggested that it would be beneficial to have a member of the Planning Board also become a member of the EDC. The Town Manager said he would try to recruit someone from the Planning Board to serve on the EDC.
3. Southern Maine Center for the Performing Arts: Mr. Hull briefly reviewed the presentation that had been made to the EDC on 31st August 31st on behalf of the SMCFPA.
4. Car Harbor Maine: Mr. Bell reported to the committee that he and the Town Manager had met with Al Kolff on Friday 9th August regarding Mr. Kolff's proposal to build car condominiums. Mr. Bell reported that in his opinion, the proposal would be a good fit for Arundel. Mr. Kolff was interested in a piece of land of approximately five acres, hopefully close to Biddeford Airport, with access to water for a sprinkler system and 3 phase electricity. Mr. Bell suggested that even though Mr. Kolff had not yet secured financing for his project, that the EDC allow him to make his presentation to the full committee.
5. Website Re-write & Design: The committee was addressed by Donna Buttarazzi, who had been introduced by Ms. Zuke. Ms. Buttarazzi offered to do some re-writing of web site pages and possibly some web design for the town. Mr. Bell thought that this might be a good idea since some web pages had not been updated in several years. Ms. Buttarazzi said she would take a look at the web site and make some suggestions.

IV. Arundel Marketing & Branding Study

The committee conducted a review and evaluation of recommendations made by The Chesapeake Group for Phase 4 work products, "Economic Opportunities and Implementation Strategies." Ms. Bates acted as facilitator for this discussion and her report, "Response to "Implementation - Taking Advantage of Opportunities" is attached to and made part of these minutes.

Ms. Bates first reviewed the ground rules for the discussion, which were agreed to by all the committee members, then suggested that each member prioritize the "opportunities" which had been presented by The Chesapeake Group. There followed a very lengthy discussion, the conclusions of which are outlined in Ms. Bates report.

Chair Camp moved that a review of municipal tag lines and the contract completion schedule for The

Chesapeake Group be postponed until the next meeting. Mr. Hull seconded the motion and it passed unanimously.

VIII. Adjournment

Ms. Zuke moved to adjourn the meeting, seconded by Mr. Hull, and the meeting was adjourned at 9:06 pm.

I hereby certify that the above is a true and accurate record of the Economic Development Committee meeting of June 31, 2013.

John Bell, Secretary