

**Arundel Economic Development Committee**  
**Minutes**  
**February 11, 2014 at 6:00 PM**  
**Mildred L. Day School Conference Room**  
**600 Limerick Road**

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

**Other Attendees:** Tad Redway, Town Planner,

**I. Call to Order:** Chairman Camp called the meeting to order at 6:10 pm.

**II. Approval of Agenda:** Ms. Bates moved to approve the agenda. Ms. Zuke seconded and the motion passed unanimously.

**III. Public Comment:** There were no members of the public in attendance at this meeting.

**IV. Approve minutes of 1/14/14 and 1/23/14:** Ms. Bates moved to accept the minutes of the meeting of 1/14/14. Mr. Camp seconded and the motion passed unanimously. Ms. Bates moved to accept the minutes of the meeting of 1/23/14. Ms. Zuke seconded and the motion passed unanimously, with the exception of Chairman Camp who abstained because he was absent from the meeting.

**V. Economic Development Plan:**

*a. Review of Economic Development Plan Workplan:* The Town Planner explained to the committee the need to develop a comprehensive economic development plan which, upon completion, would be presented to the Comprehensive Plan Committee for inclusion in the Arundel Comprehensive Plan. The Plan, once approved by the voters at Town Meeting, would then become town policy which would provide guidance to the Selectmen, Planning Board, and Comprehensive Plan Committee.

Ms. Bates asked the Town Planner if he would be providing a rough draft of the plan, and Mr. Redway replied in the affirmative. Mr. Redway stated that parts of the plan had been written already. Mr. Bell noted that Chapters 2.1, 2.2, 3.1 and 3.2 of Mr. Redway's outline had been written in 2011, but that they had not been reviewed by other Committee members, and having been written approximately two years ago they were now somewhat outdated.

*b. Prioritization and Scheduling of Workplan Tasks:* Mr. Redway suggested that the Committee concentrate initially on Part II and Part III of the Economic Development Plan Outline. He stated that he was in possession of growth projections which could be used in Chapter 2.3. Mr. Bell stated that in his opinion the Inventory of Existing Businesses (Chapter 3.1) was up to date. He also stated his reluctance to further develop the Inventory of Existing Business Zoned Lands (Chapter 3.2) until the CPRC and Planning Board resolved their issues concerning newly proposed business zones.

Mr. Redway concurred with Ms. Zuke that the scheduling of workplan tasks should be delayed until a draft of the Economic Development Plan had been developed further.

Ms. Zuke asked for clarification of what would constitute liabilities in business districts (Chapter 3.4). Mr. Redway replied that liabilities could include such things as unsuitable soils and lack of sewer which might hamper business development. Further discussion of what constituted Carrying Capacity (Chapter 3.5), Quality of Life Assets and Deficits (Chapter 3.6), and Infrastructure (Chapter 3.3) followed. Mr. Redway stated that a Competitive Analysis should be added to the Economic Development Plan Outline.

Ms. Zuke reported that the EDC Facebook page now had 110 “likes”, and that if the Committee had no objections she would post the Committee’s e-mail address on Facebook in the hope of soliciting feedback from the general public. There were no objections raised by the Committee members.

## **VI: Progress Reports:**

- a. *CMP & Seasonal Cottage TIF:* In response to Ms. Burrows question as to whether the Season Cottage TIF was still being considered, Mr. Redway said that documentation from the Kennebunkport & Arundel Cottage Preserve had been received but was not finalized. Ms. Burrows expressed concern that if the TIF was not finalized, funds for economic development might not be available. Mr. Redway noted that he and the Tax Assessor had done everything they could to expedite the process.
- b. *Comprehensive Plan Committee.* Mr. Bell reported that he had serious doubts that the CPRC would finish its work in time to go to the voters at the next Town Meeting. Ms. Burrows stated that there were people who wanted to open businesses in the Town House Corner District who were unable to because of the lack of progress. After a lengthy discussion of the lack of progress, Ms. Bates suggested that the Committee communicate their concerns to the CPRC. The Town Planner concurred and noted that the next CPRC meeting would take place the next day. Mr. Bell asked if any Committee members could attend the CPRC meeting and Ms. Burrows and Ms. Zuke volunteered to attend. Ms. Bates then drafted a resolution expressing the concerns of the EDC about the lack of progress in rezoning the Town House Corner District. Ms. Bates moved to approve the resolution, which was seconded by Chairman Camp. The motion passed unanimously, and was given to the Town Planner for transmittal to the CPRC.
- c. *TCG Market Report & Public Presentation:* Chairman Camp notified the Committee that the TCG Market Report and Technical Analysis had been presented to the Board of Selectmen at their meeting of January 27<sup>th</sup>, along with the letter from the EDC outlining EDC concerns with the report. He noted that there had been very few questions from the Board regarding any of the documents they had been presented with. Mr. Bell asked the Town Planner if there had been any feedback from the Board of Selectmen or the general public regarding The Chesapeake Group documents. Mr. Redway indicated that he was not aware of any feedback.

After a brief discussion of making a final presentation to the town concerning TCG's Report, Mr. Redway agreed to confer with the Town Manager as to whether TCG should be responsible for making the presentation.

**VII. Adjournment:** The next meeting of the EDC was scheduled for March 11<sup>th</sup>. Mr. Bell moved to adjourn the meeting, seconded by Ms. Bates, and the meeting was adjourned at 8:10 pm.

*I hereby certify that the above is a true and accurate record of the Economic Development Committee meeting of February 11th, 2014.*

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John Bell, Secretary