



Falmouth Economic Improvement Committee

Wednesday, June 9, 2014

Attendance:

<i>Name</i>	<i>Present</i>	<i>Name</i>	<i>Present</i>	<i>Name</i>	<i>Present</i>
Sandra Lipsey	-	Phil Bixby	-	Janice DeLima	√
William Lunt III	√	Anne Theriault	√		

Council Liaison: Russ Anderson
Staff present: Nathan Poore, Theo Holtwijk
Others present: -

The meeting was started at 3:55 PM.

1. Review of Draft Minutes of May 21, 2014

The draft minutes of May 21, 2014 were unanimously approved as written.

2. Economic Development Plan RFP

Theo reported that the Council approved the proposed approach and authorized the RFP. The RFP had since been sent out to a number of consultants and a legal ad had been placed. Bill apologized to Councilor Anderson that he missed the Council meeting as he had not been feeling well. Theo reviewed a schedule with the key steps in the consultant procurement process as well as a listing of the FEIC meeting dates for the remainder of 2014.

3. Wayfinding Signage

Theo reported that a good initial workshop was held on May 29, though it was sparsely attended. The second workshop is scheduled for July 21. Some proposed designs, destinations, and sign locations will be reviewed.

4. Ad Hoc Route 100 Committee

Theo reported that the Council had appointed committee members. The first meeting of that group is July 8 at 6:00 PM. The designated FEIC liaison to this committee was Ann Armstrong, but she has since resigned from FEIC. A new liaison was needed, but was not required. A few members will think about that opportunity. Janice suggested that, since the appointment of new FEIC members may include people who had applied to be on Route 100 committee as that one was oversubscribed, one of the new members may have a special interest to serve as liaison. There was a discussion as to the relationship of the FEIC with the Route 100 committee. Whereas the FEIC will look at economic development issues and opportunities town wide, the

Route 100 committee will do so for a specific geographic area and will also look at other aspects. In essence, the Route 100 committee will do a mini comprehensive plan for that area. The two groups have overlap and close coordination and working together is important. Theo is staff to both groups and he will make sure of that.

5. Route 1 Construction + Business Contact Database

Theo reported that the Route 1 Construction Updates Website currently has 244 subscribers. This is thanks to the outreach efforts of Sandra and Kimberly. He asked if members had a chance to review the updates and what they had heard on the street how things were going thus far. Anne T. said that she had spoken with Pete Leavitt and that he had been pleased with the timely on-site explanations he had received from the Public Works Director.

Theo noted that the outreach effort had essentially been completed for Route 1 South, but that not all businesses completed the forms or all fields on the forms. Anne felt that the Town should request applicants with any permit application to complete the contact sheet that the Town had developed. She noted that this information would be very helpful in case of emergencies. Theo stated that Kimberley is now working on the Route 100 section and Sandra is tackling Route 1 North.

Bill asked about the status of Summit Natural Gas as it was reported that the company would not enter Falmouth until the end of this summer. Nathan stated that there will be a gas line in Route 1 with laterals. Theo mentioned that staff will review a poster that will be made available to businesses to help alert their customers as to what the project is about and how they can get more information. This will be followed by the production of an informational brochure. Nathan asked the members what they thought of the construction areas. It was commented that these areas felt good, and had been off-road, and seemed very orderly. It was also noted that the Public Works Director had been contacting various property owners to obtain temporary and permanent easements. Bill asked if the project was on schedule. Nathan did not know and will inquire. Theo mentioned that last Friday he spoke at the annual Maine planners meeting about the Route One project as part of a track he had organized on commercial strip redevelopment. He said that there is great awareness in the planning community of Falmouth's efforts.

6. Business Resource Packet

Theo reviewed the packet listing that the committee had worked on. He had added a listing of community organizations. Anne suggested other types of organizations that should be added to the list. She also noted that she found the information that has been posted on the Town's website very concise and informative.

7. Falmouth Business Association Feasibility

Theo mentioned that he and Anne had been part of an initial meeting of the Leadership Team at Norway Savings Bank. He pointed to the list of tasks that had been developed. He said the big task on that list was to hold a wine and cheese event with businesses to inquire how interested

they were in a business association. The Foreside Tavern had agreed to make its restaurant available and donate the cheese. Bath Savings, Norway Savings and Bangor Savings will each contribute funds for the wine portion. It was asked when this event would be held. Anne stated that the group felt this event should happen in the fall. Theo noted that if an association could be formed in time to be the lead organizer for Shop Falmouth 2014, this would be great. If that is not possible or if an association proves to not be feasible, the Town stood ready to help with organizing a more basic Shop Falmouth this year.

It was commented that if there was a business association, it needed to get involved with the creation of an economic development plan for Falmouth.

8. Other Business

Janice asked about the status of the FEIC appointments. Theo reviewed the current status. He stated that due to the Council turnover and upcoming organizational meeting, the Council is not expected make appointments until a couple of months from now. Councilor Anderson felt that there should be no distinction made between the two FEIC vacancies and the four “plus” members that would be appointed. All terms would be set to expire upon completion of the plan. Theo stated that the plan will also contain a recommendation regarding the future structure for economic development in Falmouth, which addressed what form, how many members, and what terms. Bill felt that the two FEIC vacancies should be filled ASAP and be kept separate from the “plus” appointments and terms. The proposed approach as described by Councilor Anderson was different from how he understood it. Councilor Anderson stated that the work focus of the FEIC would be on creating the economic development plan, but that there would be room for members to work on other initiatives as well. There was discussion if members would be able to declare during their interview process with the Appointments Committee if they had a specific area they wanted to work on, in order to be assured that all bases were covered. Janice felt that that would be a moving target and difficult to sort out during an interview process. Bill was concerned that the decision had already been to change the FEIC. He felt that the scope of the plan would be more limiting that way. Councilor Anderson assured him that such was not the case. It was mentioned that it was important to state in the FEIC recruitment ad that prospective members should be available on first and third Wednesdays from 3:45 to 5:00 PM as that is when the committee is meeting.

9. Next Meeting

The FEIC will meet next on July 2, 2014 at 3:45 PM.

The committee adjourned at 5:05 PM.

Draft minutes prepared by Theo Holtwijk, June 10, 2014