

North Yarmouth EDSC Minutes
Thursday, February 24, 2022; 6:30-8:00pm

EDSC Members Present

Kit Maloney
Kevin Robinson
Rich Parenteau
Byron Kern
Ian Acker
Alicia Dostilio

EDSC Members not Present

Jason Perkins

Also Present

Diane Barnes, Town Manager
Paul Hodgetts, Select Board Member
North Yarmouth Residents

Meeting Link

https://townhallstreams.com/stream.php?location_id=62&id=43714

6:30 Call to order

- Kit moves January minutes, second by Kevin, approved unanimously, Alicia abstains due to a prior absence

6:32 - Introduction of Diane Barnes, Town Manager

- Diane provided a brief introduction and Kit provided an overview of our relationship with the town manager. Kit invited Members to provide background or ask questions of Diane. Rich asked Diane her thoughts on economic development and the role of the town manager and Diane provided her insights and previous experience. Kevin asked for clarity on the policy for approving the Remote Participation Policy and Diane noted that a Public Hearing is required and, if no changes are necessary, we can declare the next meeting as the Public Hearing for the public to comment on that policy. Byron asked for clarity about the Comprehensive Plan and Diane provided clarity that the Plan remains in place unless and until it is amended and/or in place. Diane provided a brief oversight of the amendment process, should that be the town's direction.

6:43 - EDSC Binder Update

- Kit provided an update that we will have an outside company print the binders, Kit is managing with Diane and Draven to get materials printed and to get the materials posted to the website in the same order. There were no follow up questions

6:44 - Rural Character Update

- Our recommendations and findings were provided to the Select Board, who read and reviewed our findings at their last meeting. We are awaiting a response from the Select Board. Kit and Kevin were at the meeting and responded to questions from the Select Board and provided an overview of the meeting to the other members.

6:46 - EDSC By-laws Update

- Select Board received our by-laws, reviewed and provided a blessing. Rich motioned, Kevin second, approved unanimously.

6:48 - Applications of New Members

- Kit provided an overview of the application received from Maureen Lucey for an alternate position on the EDSC. Byron provided an oversight of the previous experience of applicants for the position. Kit motioned to vote for approval of recommendation of Maureen Lucey as an alternate, Alicia seconds, approved unanimously.

6:54 - Announcement of March 1 Forum

- Kit provided an official notification and overview of the forum before the March 15 referendum vote. The forum is at 5pm, ahead of the select board meeting. The Select Board is hosting and providing additional background.

6:57 - March Meeting Reschedule

- Due to budgeting meetings, our March meeting will need to be rescheduled. The only available date presently is March 21, 2022. Given that generally works for the present members we will plan to reschedule the meeting, Diane will work to adjust the calendar.

6:58 - Remote Participation Policy

- Kit provided an overview of the process of approving the remote participation policy. Kit motioned to approve the next meeting as our Public Hearing, Rich seconds. Approved unanimously.

7:01 – Brainstorming ways to support the local economy

- Kit introduced the topic and walked through a couple potential suggestions provided on the agenda and opened the meeting for discussion. Kevin noted that the North Yarmouth Business Association currently hasn't met in over a year but are being reconstituted. Kevin gave some additional background on the Business Association and their prior business and activities.
- Rich mentioned that ribbon cuttings are a great intro to the town, he also suggested a liaison with the planning board, as they are working with businesses first and would know who is coming to town. Diane mentioned that it could also be coordinated through an economic development professional within the town office. Diane gave her suggestions for working with the planning board and suggested inviting Ben Smith (town planner working with the planning board). Kit suggested looking into ribbon cuttings for recent businesses that have moved to town.
- Byron noted that there are two focuses of our activity: supporting current businesses and attracting new businesses to town. We are currently reviewing infrastructure and

we could also consider some of the financial support that could be available to incoming businesses.

- Alicia agreed with the importance of our infrastructure review and how it relates to new businesses coming to town.
- Kit and Byron discussed some of the financial tools that are available to the town and available as part of the TIF district in the Village Center. Byron asked if we have considered bringing in specialists to understand the tools available (TIF funds, CEAs, etc.). Diane provided insights to the Committee.
- Kit and Alicia discussed Development Forums, in addition to a Business Forum for meetings between current business owners—focusing on both new and existing businesses.
- Kit asked Diane for her experiences with policy measures. Diane discussed microlending is an option that she has seen and our TIF could potentially allow funds to be loaned. Diane also highlighted the importance of our website improvement that is in process to make the business listing more clear and organized. Diane also suggested a “how to open a business” brochure that could be available to incoming businesses. Byron suggested asking the planning board and the code enforcement office if they already have any similar materials. Kevin and Kit will take ownership of reaching out to these groups for more information.
- Kit asked Diane how best to manage the business listing. She suggested getting email addresses of the businesses to centralize and communicate as a large group to get them set up and linked to the North Yarmouth website.

7:26 - Any other business

- No other business noted.

7:26 – Public Comment period

- Judy Potter provided clarity and background to Byron on the Comprehensive Plan process from her experience. Judy suggested going forward, especially as it relates to a business forum, that the town be well notified and involved in the process, to be available for input and feedback. Judy asked about the process for approving credit enhancement agreements and Diane committed to provide more background and information. Kit asked Diane for some additional background on the process for development that involves significant confidentiality until the plan is ready to be submitted to the planning board. Judy asked for some more background and Diane responded. Kit also suggested getting some more background on the notification process to development in town.
- Mike Mallory suggested there are issues with the location of the TIF district on the town aquifer. Mike also suggested it would be best if the TIF district was focused on businesses and we should focus on how to support some of the growth in that area. Byron suggested we continue to look into infrastructure needs and how it impacts business in the town.

7:36 - Adjournment

- Rich motioned, Kevin seconds, all approved.