

**ECONOMIC DEVELOPMENT COMMITTEE  
FIRST INAUGURAL MEETING - APRIL 23, 2009**

**AGENDA**

**START TIME: 3:30 PM**

**END TIME: 5:00PM**

- **Welcome & EDC overview by Selectwoman TammyJo Girard**
- **EDC member introductions: Tell us about who you are, your commitment to Waterboro's future economic development, what you'd like to see as a EDC outcome by the end of this year and lastly, a little known fact about you as a member.**
- **Elect a Chair and a Secretary for the Economic Development Committee**
- **Clarify the differences between the Town Economic Development Committee and the WAB Business Development Committee (Purpose: To eliminate duplicity of each committee's work and to build clarity in the public perception of the goals of each committee)**
- **How can EDC be most productive and fulfill its EDC mission?**
- **Calendar planning for future EDC meetings in May and June 2009. (Dates and venue)**
- **Input and feedback from the public in attendance**
- **Adjournment at 5 pm**

**Notes: The Town Planner has been asked to facilitate the first EDC meeting. Selectwoman TammyJo and the Town Planner are ex-officio and non-voting members. A special thanks to Raven Hill for hosting this EDC public meeting.**

# TOWN OF WATERBORO

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## *Economic Development Committee*

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### MEETING AGENDA

Thursday, April 30, 4:30 p.m.  
Waterboro Town Hall Annex

#### ROLL CALL

#### APPROVAL OF MINUTES

#### OLD BUSINESS

1. Economic Development Mission  
- How can EDC be most productive and meet future goals?

#### NEW BUSINESS

1. Talking Points for Potential List of Goals
2. Prioritize Short and Long term goals
3. Action Plans for each Goal
4. Time Tables for Completion of Goals

#### PUBLIC COMMENT

#### REMINDERS

1. Next Meeting: Thursdays, May 14 from 4:30 to 6 p.m.,  
Waterboro Town Hall Annex

#### ADJOURNMENT AT 6 P.M.

# Town of Waterboro

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## *Economic Development Committee*

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### **Meeting Agenda**

Thursday, May 14, 2009

4:30 to 6 p.m.

Waterboro Town Hall Annex

#### **Roll Call**

#### **Approval of Minutes**

1. Minutes of April 30, 2009

#### **Old Business**

1. EDC Mission Statement
  - Approve final copy/revisions for submittal to Selectman
2. Talking points for potential list of goals
  - Prioritize short and long-term goals
  - Action plans for each goal
  - Timetables for completion of goals

#### **New Business**

1. Maine Downtown Network grant progress
2. Think Lists

#### **Public Comment**

#### **Reminders**

1. Next meeting: Thursday, May 28 from 4:30 to 6 p.m.,  
Waterboro Town Hall Annex

#### **Adjournment at 6 p.m.**

# TOWN OF WATERBORO

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## *Economic Development Committee*

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### MEETING AGENDA

Thursday, June 4, 2009 - 3:30 to 5 p.m.  
Waterboro Town Hall Annex

#### ROLL CALL

#### APPROVAL OF MINUTES

1. Minutes of May 14, 2009

#### OLD BUSINESS

1. EDC Mission Statement
  - Approved by Selectman at May 19<sup>th</sup> BOS meeting (Hard Copies passed out to committee)
2. Talking points for potential list of goals (Complete)
  - finish long-term goals
  - Action plans for each goal
  - Timetables for completion of goals

#### NEW BUSINESS

1. Maine Downtown Network – Tom to attend State annual conference
2. Present changes to Site Plan Review – Doug, Leo, Tom, Chris
  - Changes put to hard copy once approved by EDC to be submitted to BOS for review.
4. Talking Points for Future Agenda (s)
  - Update on Appointment with Banks for a July meeting

#### PUBLIC COMMENT

#### REMINDERS

1. Next Meeting: Thursday, June 11 from 3:30 to 5 p.m., Waterboro Town Hall Annex

#### ADJOURNMENT AT 5 P.M.

# TOWN OF WATERBORO

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## *Economic Development Committee*

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### MEETING AGENDA

Thursday, June 11, 2009 - 3:30 to 5 p.m.  
Waterboro Town Hall Annex

#### ROLL CALL

#### APPROVAL OF MINUTES

1. Minutes of June 4, 2009

#### OLD BUSINESS

1. Talking points for potential list of goals (Complete)
  - finish long-term goals
  - Action plans for each goal
  - Timetables for completion of goals
2. Maine Downtown Network Annual Conference feedback – Tom Ursia
3. Site Plan Review Changes - Review hardcopy prior to recommendation to BOS
4. Banker's meeting follow-up – Sue Rocray

#### NEW BUSINESS

1. Welcome Signs – Review samples and costs – Tom Ursia & Kerry DeAngelis
2. Thought lists

#### PUBLIC COMMENT

#### REMINDERS

1. Next Meeting: Thursday, June 25 from 3:30 to 5 p.m., Waterboro Town Hall Annex

#### ADJOURNMENT AT 5 P.M.

# TOWN OF WATERBORO

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## *Economic Development Committee*

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### MEETING AGENDA

Thursday, June 25, 2009 - 3:30 to 5 p.m.  
Waterboro Town Hall Annex

#### ROLL CALL

#### APPROVAL OF MINUTES

1. Minutes of June 11, 2009

#### OLD BUSINESS

1. Welcome Signs – Review samples, costs and funding – Tom Ursia & Kerry DeAngelis
2. Talking points for potential list of goals (Complete)
  - finish long-term goals
  - Action plans for each goal
  - Timetables for completion of goals

#### NEW BUSINESS

1. Five questions for Bankers' meeting on July 23rd
2. Thought lists

#### PUBLIC COMMENT

#### REMINDERS

1. Next Meeting: Thursday, July 9 from 3:30 to 5 p.m., Waterboro Town Hall Annex

#### ADJOURNMENT AT 5 P.M.

# TOWN OF WATERBORO

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## *Economic Development Committee*

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### MEETING AGENDA

Thursday, July 9, 2009 - 3:30 to 5 p.m.  
Waterboro Town Hall Annex

#### ROLL CALL

#### APPROVAL OF MINUTES

1. Minutes of June 25, 2009

#### OLD BUSINESS

1. Five questions for Bankers' meeting on July 23<sup>rd</sup> (Tom Ursia & Sue Rocray)
2. Welcome Signs – Discuss possible layouts (Kerry DeAngelis)
3. Talking points for potential list of goals (Complete)
  - finish long-term goals
  - Action plans for each goal
  - Timetables for completion of goals

#### NEW BUSINESS

1. Thought lists

#### PUBLIC COMMENT

#### REMINDERS

1. Next Meeting: Thursday, July 23 from 3:30 to 5 p.m.,  
Waterboro Town Hall Annex

#### ADJOURNMENT AT 5 P.M.

**TOWN OF WATERBORO**

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***Economic Development Committee***

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**MEETING AGENDA**

Thursday, July 23, 2009 - 3:30 to 5 p.m.  
Waterboro Town Hall Annex

**ROLL CALL**

**APPROVAL OF MINUTES**

1. Minutes of July 9, 2009

**OLD BUSINESS**

(none)

**NEW BUSINESS**

1. Q & A with special guests: Waterboro Bank Executives

**PUBLIC COMMENT**

**REMINDERS**

1. Next Meeting: Thursday, August 6 from 3:30 to 5 p.m.,  
Waterboro Town Hall Annex

**ADJOURNMENT AT 5 P.M.**

# TOWN OF WATERBORO

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## *Economic Development Committee*

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### MEETING AGENDA

Thursday, August 6, 2009 - 3:30 to 5 p.m.  
Waterboro Town Hall Annex

#### ROLL CALL

#### APPROVAL OF MINUTES

1. Minutes of July 23, 2009

#### OLD BUSINESS

1. Welcome Signs
  - a. Presentation by Selectman / Citizen Gordon Littlefield
  - b. Agree to a Layout (Kerry)  
Present to BOS at a meeting before end of August
2. Debrief on Banker's Meeting
  - a. What can we take from this meeting going forward?
  - b. Existing business that could benefit from capital improvement loans (SBA incentives) in Waterboro

#### NEW BUSINESS

1. Dates for Fall Meetings
2. Brookings Report Program
3. Thought lists

#### PUBLIC COMMENT

#### REMINDERS

1. Next Meeting: Thursday, August 20 from 3:30 to 5 p.m.,  
Waterboro Town Hall Annex

#### ADJOURNMENT AT 5 P.M.

# TOWN OF WATERBORO

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## *Economic Development Committee*

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### MEETING AGENDA

Thursday, August 20, 2009 – 4 to 5:30 p.m.  
Waterboro Town Hall Annex

#### ROLL CALL

#### APPROVAL OF MINUTES

1. Minutes of August 6, 2009

#### OLD BUSINESS

1. Debrief on Banker's Meeting
  - a. What can we take from this meeting going forward?
  - b. Existing business that could benefit from capital improvement loans (SBA incentives) in Waterboro
2. Signs-Progress

#### NEW BUSINESS

1. What makes a Traditional New England Town? FBC
2. Thought lists

#### PUBLIC COMMENT

#### REMINDERS

1. Next Meeting: Thursday, September 3rd from 4 to 5:30 p.m.,  
Waterboro Town Hall Annex

**ADJOURNMENT AT 5:30 P.M.**

# TOWN OF WATERBORO

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## *Economic Development Committee*

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### MEETING AGENDA

Thursday, September 17, 2009 – 4 to 5:30 p.m.  
Waterboro Town Hall Annex

#### ROLL CALL

#### APPROVAL OF MINUTES

1. Minutes of September 3, 2009

#### OLD BUSINESS

1. Existing business that could benefit from capital improvement loans (SBA incentives) in Waterboro
2. What makes a Traditional New England Town? FBC  
Is this what we want Waterboro to look like in the future?

#### NEW BUSINESS

1. SBA Field Reps. – Tom
2. John Richardson – Commissioner ME Economic Development
3. Thought lists

#### PUBLIC COMMENT

#### REMINDERS

1. Next Meeting: Thursday, October 1, from 4 to 5:30 p.m.,  
Waterboro Town Hall Annex

**ADJOURNMENT AT 5:30 P.M.**

# TOWN OF WATERBORO

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## *Economic Development Committee*

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### MEETING AGENDA

Thursday, October 15, 2009

4:00 - 5:30 p.m.

Waterboro Town Hall Annex

#### ROLL CALL

#### APPROVAL OF MINUTES

1. Minutes of October 1, 2009

#### OLD BUSINESS

1. Council Meeting outcome on signs
2. Traffic Counts – Progress

#### NEW BUSINESS

1. John Richardson - Status
2. SBA - Status
3. Garden Club- signs
4. Thought lists

**PUBLIC COMMENT**

**REMINDERS**

1. October 20<sup>th</sup>, Public Hearing, Site Plan Review
2. Next Meeting: Thursday, October 29th, from 4 to 5:30 p.m.,  
Waterboro Town Hall Annex

**ADJOURNMENT AT 5:30 P.M.**

**TOWN OF WATERBORO**

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***Economic Development Committee***

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**MEETING AGENDA**

Thursday, November 19, 2009

4:00 - 5:30 p.m.

Waterboro Town Hall Annex

**ROLL CALL**

**APPROVAL OF MINUTES**

1. Minutes of October 29, 2009

**OLD BUSINESS**

1. John Richardson
2. SBA

**NEW BUSINESS**

1. 2010 Goal Setting: Re - Focus of Our Efforts  
Please be thinking of what we want to accomplish in 2010  
Have your thoughts ready!

**PUBLIC COMMENT**

**REMINDERS**

1. Next Meeting: Thursday, December 4, from 4 to 5:30 p.m.,  
Waterboro Town Hall Annex

**ADJOURNMENT AT 5:30 P.M.**

**TOWN OF WATERBORO**

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***Economic Development Committee***

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**MEETING AGENDA**

Thursday, December 3, 2009

4:00 - 5:30 p.m.

Waterboro Town Hall Annex

**ROLL CALL**

**APPROVAL OF MINUTES**

1. Minutes of October 29, 2009

**OLD BUSINESS**

1. 2010 Goal Setting: Re - Focus of Our Efforts  
Please be thinking of what we want to accomplish in 2010  
Have 3 Goals ready!
2. Budget

**NEW BUSINESS**

1. Other Concerns- If Time Allows

**PUBLIC COMMENT**

**REMINDERS**

1. Next Meeting: Thursday, December 17, from 4 to 5:30 p.m.,  
Waterboro Town Hall Annex

**ADJOURNMENT AT 5:30 P.M.**

**TOWN OF WATERBORO**

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***Economic Development Committee***

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**MEETING AGENDA**

Thursday, December 17, 2009

4:00 - 5:30 p.m.

Waterboro Town Hall Annex

**ROLL CALL**

**APPROVAL OF MINUTES**

1. Minutes of Nov. 19, 2009 & Dec. 3, 2009

**OLD BUSINESS**

1. Budget
2. 2010 Goals

**NEW BUSINESS**

1. Other Concerns – If Time Allows

**PUBLIC COMMENT**

**REMINDERS**

1. Next Meeting: Thursday, January 7<sup>th</sup>. from 4 to 5:30 p.m.,  
Waterboro Town Hall Annex

**ADJOURNMENT AT 5:30 P.M.**