

Town of Waterboro

# Economic Development Committee

## AGENDA

January 13, 2015 – 3:00 PM – Selectmen’s Meeting Room

### Call to Order

### Agenda Review and Acceptance

Approve Nov. 17, 2014 Minutes (note: Dec. 9, 2014 & Jan. 6, 2015 meetings cancelled)

### Correspondence

### Announcements

### Old Business

- Economic Business Summit – Nov. 21, 2014 – Review of Good Decisions  
Draft Report: Leo & Tom
- Committee Work Plan for 2015: Leo
- Draft Economic Development Chapter for the Comprehensive Plan: Leo

### New Business

- Current Economic Development Update: Tom
- Discuss vote meeting dates and time for 2015: Leo

### General Discussion

### Adjourn

### Scheduled Meetings:

Regular Meeting – February 3, 2015 – ? PM – Selectmen’s Meeting Room

Town of Waterboro

# **Economic Development Committee**

## **AGENDA**

February 4, 2015 – 3:00 PM – Selectmen’s Meeting Room

### **Call to Order**

### **Agenda Review and Acceptance**

**Approve November 17, 2014 Minutes (note: Dec. 9, 2014 meeting cancelled due to a storm. Additionally, the Jan. 21 & 28, 2014 Workshops were not held)**

### **Correspondence**

### **Announcements**

### **Old Business**

- Economic Business Summit – Nov. 21, 2014 – Review and Accept Good Decisions  
Draft Report: Leo & Tom
- Draft Economic Development Chapter for the Comprehensive Plan: Leo & Committee
- Work Plan for 2015: Leo

### **New Business**

- Current Economic Development Update: Tom
- EDC Budget for FYE 6/30/16

### **General Discussion**

### **Adjourn**

### **Scheduled Meetings:**

Regular Meeting – March 3, 2015 – 3 PM – Selectmen’s Meeting Room

Town of Waterboro

# **Economic Development Committee**

## **AGENDA**

March 4, 2015 – 3:00 PM – Selectmen’s Meeting Room

### **Call to Order**

### **Agenda Review and Acceptance**

### **Approve February 4, 2015 Minutes**

### **Correspondence**

### **Announcements**

### **Old Business**

- Economic Business Summit – Nov. 21, 2014 – Review and Vote to Accept the Draft Report created by Good Group Decisions: Leo & Tom
- Review Draft of Economic Development Chapter for the Comprehensive Plan including, Task Assignments: Committee
- Review and Vote to Accept Work Plan for 2015/16: Leo & Tom
- Discuss and Vote to Place Ad in Biddeford/Saco Chamber Booklet: Leo

### **New Business**

- Current Economic Development Update: Tom

### **General Discussion**

### **Adjourn**

### **Scheduled Meetings:**

Special Meeting – March 18, 2015 – 3 PM – Selectmen’s Meeting Room

Regular Meeting – April 1, 2015 – 3 PM – Selectmen’s Meeting Room

Town of Waterboro

# **Economic Development Committee**

## **AGENDA**

March 18, 2015 – 3:00 PM – Selectmen’s Meeting Room

### **Call to Order**

### **Agenda Review and Acceptance**

### **Approve March 4, 2015 Minutes**

### **Correspondence**

### **Announcements**

### **Old Business**

- Review & Vote on Economic Development Chapter for the Comprehensive Plan: Committee
- Report on Selectmen’s action of requested update to EDC Mission Statement: Dennis
- Review and Vote to Accept Work Plan for 2015/16: Leo

### **New Business**

- Current Economic Development Update: Tom

### **General Discussion**

### **Adjourn**

### **Scheduled Meetings:**

Regular Meeting – April 1, 2015 – 3 PM – Selectmen’s Meeting Room

Town of Waterboro

# Economic Development Committee

## AGENDA

April 1, 2015 – 3:00 PM – Selectmen’s Meeting Room

### Call to Order

### Agenda Review and Acceptance

### Approve March 18, 2015 Minutes

### Correspondence

### Announcements

### Old Business

- Report Selectmen’s action on requested update to EDC Mission Statement: Dennis
- Prioritize and schedule Short Term Work Plan activity: Leo
- Discuss and Formulate Questions for April 22<sup>nd</sup>. meeting with Waterboro Water District:  
Leo
- Status of Final Business Summit Report: Tom

### New Business

- Current Economic Development Update: Tom
- Discussion on contest of high school students by Danny Bouzianis, proposed at the  
Business Summit Meeting: Leo

### General Discussion

### Adjourn

### Scheduled Meetings:

Special Meeting – April 22, 2015 – 5 PM – Selectmen’s Meeting Room  
With Waterboro Water District

Regular Meeting – May 6, 2015 – 3 PM – Selectmen’s Meeting Room

Town of Waterboro

# Economic Development Committee

## AGENDA

May 6, 2015 – 3:00 PM – Selectmen’s Meeting Room

**Call to Order**

**Agenda Review and Acceptance**

**Approve April 1, 2015 Minutes**

**Correspondence**

**Announcements**

**Guest:** Doug Foglio, Sr. to discuss his commercial lots along Rte. 202/4, So. Waterboro

**Old Business**

- Review/discuss outcome of joint meeting with Waterboro Water District held April 22, 2015
- Report on contest of high school students by Danny Bouzianis, proposed at the Business Summit Meeting: Leo

**New Business**

- Current Economic Development Update: Tom
- Media coverage to show community that the EDC is productive
- Meet with the private owner regarding land located on Rte. 4/202. Discuss and view his plans for commercial lots and find out how the EDC can help
- Committee to prioritize the nine sections of the vision plan and use as the Committee’s action plan
- Meet with Waterboro Water District and other entities that play a significant role in the Town’s infrastructure (including broadband, trails, etc.)

**General Discussion**

**Adjourn**

**Meeting Reminders:**

Comprehensive Plan Information Meetings: Wed., May 13 @ 6 PM – Ctrl Fire Station  
& Sat., May 16 @ 10 AM – Grange Hall  
EDC Regular Meeting – June 3, 2015 – 3 PM – Selectmen’s Meeting Room

Town of Waterboro

# Economic Development Committee

## AGENDA

June 3, 2015 – 3:00 PM – Selectmen’s Meeting Room

**Call to Order**

**Agenda Review and Acceptance**

**Approve April 1, 2015 and May 6, 2015 Minutes**

**Correspondence**

**Announcements**

**Old Business**

- Report on contest of high school students by Danny Bouzianis, proposed at the Business Summit Meeting: Leo

**New Business**

- Current Economic Development Update: Tom
- Media coverage to show community that the EDC is productive
  - Discuss doing a Public Service Announcement on the Municipal TV Channel
  - Update on Town website banner
- Committee to prioritize the nine sections of the vision plan and use as the Committee’s action plan
- Meet with entities that play a significant role in the Town’s infrastructure (including broadband, trails, etc.)

**General Discussion**

**Adjourn**

**Meeting Reminders:**

EDC Regular Meeting – July 1, 2015 – 3 PM – Selectmen’s Meeting Room

# Town of Waterboro

## Economic Development Committee

### AGENDA

July 1, 2015 – 3:00 PM – Selectmen’s Meeting Room

#### Call to Order

#### Agenda Review and Acceptance

#### Approve June 3, 2015 Minutes

#### Correspondence

#### Announcements

#### Old Business

- High School Student Contest: Tabled to September
- Media coverage to show community that the EDC is productive
  - News Release to be written
  - Update on Town website banner – copy IT Mgr. Dave Lowe e-mail attached
- Committee to prioritize the nine sections of the vision plan and use as the Committee’s action plan – update on Board of Selectmen appointed ‘hybrid committee’: - Dennis
- Update on creation of available commercial space in Waterboro
- Update on Waterboro Water District’s study being conducted by Sebago Technics

#### New Business

- Current Economic Development Update:
- Meet with entities that play a significant role in the Town’s infrastructure (including broadband, trails, etc.)
  - August meeting – Mike Allen, JD’s Redemption, invited to attend
  - Meeting date with Danny Bouzianis, owner of Dunkin Donuts complex to be set

#### General Discussion

#### Adjourn

#### Meeting Reminders:

EDC Regular Meeting – August 5, 2015 – 3 PM – Selectmen’s Meeting Room

# Town of Waterboro

## Economic Development Committee

### AGENDA

August 5, 2015 – 3:00 PM – Selectmen’s Meeting Room

#### Call to Order

#### Agenda Review and Acceptance

#### Approve July 1, 2015 Minutes

#### Correspondence

#### Announcements

#### Old Business

- Media coverage
  - News Release to be written
  - Update on Town website banner – copy IT Mgr. Dave Lowe e-mail attached
  - Facebook Page
- Committee to prioritize the nine sections of the vision plan and use as the Committee’s action plan – Update on Board of Selectman Comprehensive Plan Workshop
- Update on Waterboro Water District’s study being conducted by Sebago Technics
- Update on creation of available space in Waterboro.

#### New Business

- Meet with entities that play a significant role in the Town’s infrastructure (including real estate, broadband, trails, etc.)
  - August Meeting – Shawn Shoemaker – Route 5 / Clarks Bridge Property
  - September Meeting – Mike Allen, JD’s Redemption property, Invite to attend
  - October Meeting – Danny Bouzianis – Dunkin Donuts property, Invite to attend
  - Schedule meeting with Windham Economic Development Corporation Executive Director Thomas Bartell with regards to the new hotel / motel project in Windham.
- Guide to “Doing Business in Waterboro”
  - Do we create this document?

#### General Discussion

#### Adjourn

#### Meeting Reminders:

EDC Regular Meeting – September 2, 2015 – 3 PM – Selectmen’s Meeting Room

# Town of Waterboro

## Economic Development Committee

### AGENDA

November 4, 2015 – 3:00 PM – Selectmen’s Meeting Room

#### Call to Order

#### Agenda Review and Acceptance

#### Approve October 7, 2015 Minutes

#### Correspondence

#### Announcements

#### Old Business

- Media coverage
  - Press Release
  - Facebook Page
- Update on Waterboro Water District’s study being conducted by Sebago Technics
- Update on Comprehensive Plan priority list.
- Committee to prioritize the nine sections of the vision plan and use as the committee’s work plan.
- Guide to “Doing business in Waterboro”
- Database of available space in Waterboro
- Economic Development work plan for Chuck Morgan - SMPDC

#### New Business

- General Discussion of meeting with Windham Economic Development Corporation  
Executive Director Thomas Bartell

#### General Discussion

#### Adjourn

#### Meeting Reminders:

EDC Regular Meeting – December 2, 2015 3:00pm – Selectman’s Meeting Room

# Town of Waterboro

## **Economic Development Committee**

### **AGENDA**

December 2, 2015 – 3:00 PM – Selectmen’s Meeting Room

#### **Call to Order**

#### **Agenda Review and Acceptance**

#### **Approve November 4, 2015 Minutes**

#### **Correspondence**

#### **Announcements**

#### **Old Business**

- Media coverage
  - Press Release
  - Facebook Page
- Guide to “Doing business in Waterboro”
- Database of available space in Waterboro
- Economic Development work plan for Chuck Morgan - SMPDC

#### **New Business**

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#### **General Discussion**

#### **Adjourn**

#### **Meeting Reminders:**

EDC Regular Meeting – January 6, 2016 3:00pm – Selectman’s Meeting Room