

Kennebunk Economic Development Committee
Minutes
Thursday-February 2, 2023, 4:30 P.M.
Room 307

Attending Members: Steve Sawyer (Chair), Maureen Flaherty (Vice Chair), Gary Dugas, Chris Babcock , Ashley O'Brian and Ashley Padget.

Members Absent: Randy Gates and June Huston.

Also in attendance: Laura Dolce (KK&A C of C) and Chris Osterrieder, P.E. (Director of Community Development).

- 1) Open Meeting by Steve S. at 4:35 PM.
- 2) Welcome new member – Ashley Padget (manager at Allison's).
- 3) Minutes from January 5, 2023 - Motion by Maureen F., second by Ashley O. - Approved as written.
- 4) Public comments – None
- 5) Old Business:
 - a. Workforce Transportation – Laura D. - still in review by Maine DOT.
 - b. Cable franchise agreement & ordinance update – Chris B. – still waiting for Ordinance Committee Meeting. Chris O. discussed ideas on how to move this along.
 - c. Lower Village Project update – appointed Ashley P. & Laura D. as representatives to the Lower Village Committee.
 - d. Local lodging tax – Ashley O. was able to find several Bills in State Legislature close to this – needs further research.
 - e. Creation of new Business Development Handbook – Chris O. will work on this in house – get something roughed out by summer.
- 6) New business:
 - a. EDC bylaws – discussed need for change.
 - b. Code of conduct – discussed how this relates to the EDC – need better documentation on some activities.
 - c. Personal Computer Usage for EDC Business – discussed by the board – Freedom of Information Act – should all committee members get a Town supplied computer?
 - d. Goals & Priorities for 2023:
 1. Work with new TM to Hire EDD – Steve S. & Maureen F. – need to get advertisement out ASAP.
 2. Fiber to the home – need to ascertain public desire for 100% coverage – Consolidated & GoNetSpeed will cover about 80% - Steve S. & Kortney N.
 3. Coordinate with KKW regarding new cell tower on water tank (Hillcrest Drive) – Steve S.
 4. Update cable TV Ordinance – Chris B.
 5. Work with TM to hire a consultant to develop a new Economic Development Plan – RFP is complete – Ashley O.
 6. Work with KDC to develop a Downtown Master Plan – Invite Bob G. to discuss – Maureen F.
 7. Review and update TIF documents, budget development procedure, and boundaries – Steve S. – all needs updating – Laura D. and Ashley O.
 8. Create business development handbook – Town Staff.
 9. Work with LV Committee & staff to apply for a grant from Maine DUT for streetscape & utility improvement project – Steve S., Laura D, and Ashley P.
- 7) Adjourn at 5:59 PM

respectfully submitted: Gary Dugas