

**FREEPORT ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
TUESDAY, July 26, 2011, 7:30 AM TO 9:30 AM
MINUTES
Freeport Community Center**

The mission of the Freeport Economic Development Corporation is to partner with the community to promote sustainable economic growth that strengthens and diversifies the economic base and enhances the quality of life and unique character of Freeport.

1. In attendance: Candy Rinaldi, Jim Cassida, Jeff Zachau, Kate Arno, Chip Gray, Dale Olmstead, Adam Nappi, Peter Troast, Sara Gideon, Dave Latulippe, Wendy Caisse, Sande Updegraph

Guests attending: Deb King

Not attending: Corey Bouyea, Betsy Ruff, Mark Malone

2. Report from Fields & Trails Committee on Scheduling and Maintenance Recommendations

Candy Rinaldi

Candy requested clarification on the charge of the subcommittee, timing and next steps. The board agreed that any development of a business plan for the town's recreational facilities be handled outside the purview of this committee.

Sara Gideon suggested that, ultimately it would be important to have a single person to handle scheduling of activities and events.

Other Town's policies and ordinances may provide ideas and guidance – Falmouth, Winslow Park, Cumberland, etc.

The committee charge will be submitted for inclusion in the Town Council packet for August 9.

Discussion about elements of the committee's mission, charge, time line and membership was as follows:

Fields and Trails Scheduling and Maintenance Recommendation Committee

Committee Charge:

- Recommend a mechanism for scheduling of town recreational facilities
- Recommend a mechanism for maintenance of town recreational facilities
- Recommend who would be responsible for facilities management
- Recommend a mechanism for approving event requests
- Recommend a fee structure for facilities use (if any and for whom)

Committee Time Line:

- Convene committee after Labor Day
- Submit recommendations to FEDC Directors at November meeting
- Submit final recommendations to Town Council at December meeting

Committee Members

- Candy Rinaldi
- Kirk Cameron
- Russell Packett
- Kristen Dorsey

- Sara Gideon
 - Conservation Commission (Sara to speak with Ethel)
 - Neighborhood – Tom Ross (Candy to invite Tom)
- Sande Updegraph - staff
 - Myra Hopkins - resource
3. Approval of MINUTES of June 22, June 16, May 24, 2011 meetings
Adam Nappi moved, Wendy Caisse seconded, that the above minutes be approved. The vote was unanimous of those present and voting.
 4. Approval of FINANCIAL STATEMENT for period ending June 30, 2011.
The financial statement as presented to the Board was approved with an amendment. Sande noted that \$10,176.90 should be included as a receivable amount from the Town of Freeport. This is the balance of the original fiscal funding obligation from the Town. Peter Troast moved, Jim Cassida seconded, that the financial statement be approved as amended with the inclusion of the \$10,176.90 as a receivable. The vote was unanimous of those present and voting.
 5. Update on field construction activity Dave Latulippe
Three private agreements with property owners are in place which will allow town water to cross their land to the fields for irrigation. The original plan has been modified to include the development of 1 softball field and 2 baseball fields in addition to the 4 multipurpose fields. Construction is well underway. All activity is on time or slightly ahead of the time line.
 6. Legal opinion on field use explanation Dale Olmstead
Dale explained attorney Geoff Hole's opinion about event use of the town's facilities. Mr. Hole has determined that events can be scheduled on the fields as long as these events do not become a regular occurrence that precludes the use of the facilities by the town or its residents. Opinion in board packet.
 7. Seacoast update Mike Healy
Mike Healy was unable to attend the meeting but will be invited to the September meeting.
 8. Update on Vision 2025 project Adam Nappi, Peter Troast
Peter Troast summarized the committee's activities to date. Dale Olmstead has agreed to lead the planning and funding effort. Preliminary budgeting indicates that approximately \$100,000 may be needed for a consultant to complete the project. Completion date is expected at the end of March 2012.
 9. Review of FY 2012 priorities Sande Updegraph
Priorities include Vision 2025, Train planning, Marketing. The priorities and marketing expenditures will be reviewed by the Executive Committee at an August meeting. Marketing plan will support goals.
 10. Executive Session (45 Depot update)
No executive session was required.
 11. Old business
45 Depot Street – grant notification is expected the first part of August.
 12. New business
No new business was brought before the board.
 13. Adjourn
Peter Troast moved, Jim Cassida seconded, that the meeting be adjourned at 9:20am.