

**FREEPORT ECONOMIC DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS  
TUESDAY, September 27, 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: **Jeff Zachau, Adam Nappi, Corey Bouyea, Clay Bouton, Wendy Caisse, Kate Arno, Dave Latulippe, Candy Rinaldi, Peter Troast, Betsy Ruff, Sande Updegraph**

Guests attending: **Tom Ross, Mike Healey, Myra Hopkins, Donna Larson**

2. Approval of MINUTES of July 26, 2011 meeting  
**Adam Nappi moved, Wendy Caisse seconded approval of the minutes. The vote was unanimous of those present and voting.**
3. Approval of FINANCIAL STATEMENT for period ending August 31, 2011.  
**Wendy Caisse moved, Dave Latulippe seconded, approval of the financial statement. The vote was unanimous of those present and voting.**

4. Report on Joe Migliaccio's proposal and follow-up Sande Updegraph  
(Included in packet)  
Other Business Item on the Town Council agenda of Sept 6, 2011  
"Discussion on possible RFP for Economic and Commerce Services (Councilor Migliaccio)."  
**The discussion among the directors included the following comments:**  
**Sara – Our mission [and those of the other 2 business organizations] is well-known. Our communication process may need to be clearer. Between November and January, there should be some action from the 3 organizations to follow-up with the request and to prioritize their efforts.**  
**Wendy – the Town Council already has a Comp Plan which includes information about the functions of the 3 organizations.**  
**Peter – Joe wants to see ROI on the Town's investment in the business groups. We need to become more metrics driven.**  
**Dave – We need to find a way to articulate our activities – perhaps with a framework from the Executive Committee.**

**Action: Continue discussion with Joe (and any other members of the TC) after the election but before the budget process begins.**

5. Response from Freeport USA Directors Myra Hopkins, Topher Mallory  
**Myra said that the F-USA Directors agreed to continue the discussion in collaboration with FEDC and the chamber.**
6. Update on field construction activity Dave Latulippe  
**The construction should be completed within 4 weeks. Al Presgraves is managing the project for the Town and plans to begin sod installation next week and is developing a winter protection plan. The project is on time and on budget.**
7. Report from Fields & Trails Committee on Scheduling and Maintenance Recommendations Candy Rinaldi  
**The committee has met once. Each member has a task to complete. She expects that the project will take 3 meetings. Other towns are being studied.**

8. Trails update Donna Larson  
**The group is including Hedgehog trails, Pownal Road and the “Hunter Road” trails in their charge. They are researching grant opportunities for development and maintenance. They have included the Maine Conservation Commission in their discussions.**
  
9. Seacoast update Mike Healy  
**The DEP permit is ready to be filed. The traffic issue on Pownal Road is being resolved. The zoning (RR1) ordinance needs to be amended to allow for an indoor recreational facility. The amendment request is before the Planning Board.**
  
10. Update on Vision 2025 project first meeting Adam Nappi, Peter Troast  
**The September 29 meeting was attended by over 40 invitees. The ideas generated will be combined with those from a public meeting and an RFP created.**
  
11. Request from Craig Sickels, RSU #5, to participate with Sande Updegraph  
Fundraising for Track Project  
**Discussion involved comments about being supportive but not active. FEDC will ask to have a position on the committee as a liaison but not as an active fundraiser.**
  
12. Annual update of signatures on Conflict of Interest and Sande Updegraph  
Code of Ethics documents  
**Completed and for those directors not present, copies were e-mailed.**
  
13. Old business  
**45 Depot Street – The DECD grant was not awarded. Options will be discussed with the Town. This building was primarily considered as a new and permanent home for the Chamber. FEDC may find that it is not practical (or affordable) to move from Town Hall. Discussion on this option to be continued after the Town decides if it plans to move the building.**
  
14. New business  
**No new business was offered**  
  
Directors now on web site. [www.freeportecon.com](http://www.freeportecon.com), under the “About FEDC” tab
  
15. Adjourn  
**Candy Rinaldi moved, Wendy Caisse seconded, that the meeting be adjourned. The vote was unanimous of those present and voting. The meeting was adjourned at 9:20am.**