

Via Zoom

MINUTES

ATTENDING:

Directors: Nancy Ban, Larry Fitch, Steve Pelletier, Curtis Picard, Curt Neufeld, Brian Robinson, Andrew Sturgeon, Chris Wasileski (8/9)

Absent: Don Russell

Staff: Derek Scrapchansky;, Rod Melanson; John Shattuck

1 CALL TO ORDER & MEETING FOCUS 8:00am – Curt Neufeld

- Focus: Consider and plan the work of the Strategic & Bylaws Committee

2 MINUTES – John Shattuck

- **VOTED:** On the motion of Larry Fitch and the second by Chris Wasileski, the board voted unanimously to approve the minutes of the 2021-01-20 director’s meeting (see attachments).

3 TREASURER’S REPORT – Brian Robinson

- **VOTED:** On the motion of Steve Pelletier and the second by Larry Fitch, the board voted unanimously to approve the Treasurer’s report (see attachments).

4 REVIEW TDI BYLAWS – WITH REVISION RE TDI-PB COI ISSUES - All

- The Directors reviewed the revisions of the TDI bylaws approved and adopted by the Selectmen at their 2021-02-04 meeting (see attachments).
- The revisions of TDI bylaws approved by the Selectmen were the same revision as proposed and unanimously approved by the Directors at their 2021-01-20 board meeting - see attached full TDI bylaws with approved revisions.
- Directors agreed that they would execute the conflict-of-interest policy statements as required by the revised bylaws.
- **VOTED:** On the motion of Larry Fitch and the second by Andrew Sturgeon, the board voted unanimously to approve the attached full TDI bylaws incorporating the approved revisions.

5 STRATEGIC & BYLAWS SUBCOMMITTEE – All

- Subcommittee members: Nancy Ban, Steve Pelletier & Andrew Sturgeon
- Resuming Subcommittee meetings – scheduled to meet on months when BOD does **not** meet
- Discussion of topics that should be the focus of the Subcommittee resulted in the following suggested priorities:
 - Update TDI strategic plan for presentation to Selectmen by end of 2021 calendar year
 - Reference/incorporate comp plan matrix tasks/responsibilities for TDI
 - Reflect Selectmen’s evolving priorities for ECD department
 - Review bylaws re additional revisions for clarity/consistency and effective function
 - Review conflict between business park covenants and Town Code
 - Review Annex infrastructure and public road acceptance issues
 - Spending policies/priorities for TDI capital/Enterprise fund
 - Draft policy statement – per TDI’s recent capital funding request to Selectmen
 - Consider future funding requests to Selectmen – goals re total balance or annual funding
 - Consider TDI’s role in resolving frequent, strong opposition to development projects
 - Balancing business advocacy and community goals

- TDI has been effective in providing information and focuss for defining community goals: Chuck Marohn presentation; Back to the Future programs, FBC and TIF forums, etc
- Key question: Why did existing businesses choose Topsham?
- Key question: What kinds of businesses/sectors does Topsham want?
 - Enhance benefits: tax base & quality jobs
 - Reduce negatives: pollution, traffic, disruptive
- TDI's directors have consistently used the following criteria when deciding when to advocate for projects:
 - Direct economic benefits: creation of tax base and quality jobs
 - Indirect economic benefits: helps other Topsham business, raises Topsham's profile, and attracts new customers
 - Consistency with the Town's Comprehensive Plan
 - Context appropriate: fits with proposed location and existing nearby uses
 - Community benefits: provides services the community needs or wants
- Participate in, and support, CPIC effort to implement 2019 comp plan
- Advocate for, and potentially fund, developing key data to support CPIC process:
 - Market analysis:
 - Workforce development/availability
 - Housing affordability
 - VPA
 - Sector/cluster analysis: tech, bio-tech; food hub, medical, etc
 - Broadband expansion
 - Zoning changes: density, FBC
- Derek Scrapchansky's comments re America Recovery Plan (ARP):
 - Topsham expected to receive about \$800-900K
 - TDI's input on best uses for ARP funds would be helpful
 - Federal requirements to ARP funds still being developed

6 OTHER BUSINESS – All

- TDI letter supporting LD 680 (CTE education) not needed at this time – bill was carried over until next session.
- Nancy Ban reported that state's *preliminary* report in Certificate of Need (CON) process does *not* support issuing CON for CMH's Topsham Ambulatory Surgical Center.
 - CMH believes that a follow-up letter reiterating TDI's 2020-07-20 statement in support of the CMH project could be helpful.
 - Four directors had already recused themselves on this issue at 2020-07-20 meeting adopting supporting statement: Nancy Ban, Curt Neufeld, Brian Robinson & Andrew Sturgeon,
 - With eight directors present, these recusals mean that TDI board *cannot* reach a majority vote on the question of sending a letter reiterating TDI support of the project
 - John will follow up with absent director (Don Russell) to see if it a special meeting on this issue could result in a majority vote on the issue

8 ADJOURN – 9:09am