

**TDI BOARD OF DIRECTORS**  
**Topsham Town Hall, Upstairs Conference Room**

**Friday, 5-5-2023, 7:30 am**

**Attendees: Derek Scrapchansky (Town Manager); Curt Neufeld (Chair); Andy Sturgeon (Vice Chair); Chris Wasileski (Secretary, via Zoom); Brian Robinson (Treasurer, via Zoom); Steve Pelletier; John Hodge; Peter Picarillo; Curtis Picard (via Zoom).**

**Absent: Nate Cloutier**

**Minutes DRAFT**

**1 CALL TO ORDER – Curt Neufeld**

**2 WELCOME NATE CLOUTIER – Curt Neufeld**

**3 MINUTES – Curt Neufeld**

- (ACTION ITEM) Vote on approval or amendment of draft minutes

**4 TREASURER’S REPORT – Brian Robinson**

- Discussion on the value of the fiduciary account, nothing in there and not currently generating any interest; per Brian R. can always open up another if the need arose (for TDI to become a fiscal agent, for example). General consensus in discussion. Let’s close the account if its not actively utilized or producing \$.
- (VOTED) Moved by Andy S., Seconded by John Hodge; Unanimous approval to close the fiduciary account.
- (ACTION ITEM) Vote on acceptance of treasurer’s report (as presented)
- (VOTED) Moved by Steve P., Seconded by Andy S.; Treasurer’s report approved unanimously.

**5 TDI STRATEGIC PRIORITIES UPDATE – Andy Sturgeon**

- Housing Parcels Analysis – Andy S. mentioned that he has received the plans / full-size set of documents and has not had time to thoroughly review just yet. The document looks like a good resource, however, and Curt N. concurred. This document will also inform access to public water/sewer utilities, which is very helpful for potential business purchasers or developers. Andy S. noted that it might be a good idea to shade or illustrate what would be actually usable for developers. Steve P. responded that he had put together a spreadsheet on usable acreage and development land (e.g. wetland areas, as opposed to prime parcels). Curt N. mentioned that he knows that some parcels are land-locked (with no access to utilities like Power/Water/Sewer) or have tree growth or are part of meadows or upland resources. Steve P. mentioned that there might be a way to include which parcels or properties have access to CMP three-phase power (for example) by contacting the utility. General note that the solar committee in town might have already compiled a list of those relative to CMP. Curt N. noted that the ultimate goal might be to put together a report with these properties studying the priorities our Town has for land uses (e.g. workforce housing, commercial development, market-rate housing, etc.)
- Relative to the above, Derek S., Andy S., John H., and the board discussed strategies for rolling

out this information; how best to distribute it. Some potential challenges with this were discussed. Also CPIC involvement relative to desired uses and the comprehensive plan. John H. noted that how projects “fit” with neighborhoods will be important to consider (e.g. Tedford Road area housing project).

- Zoning Obstacles – Desire for discussion on workforce housing in future meetings. Also, involving Dan Catlin in the discussion about developer challenges (Dan will join the conversation, confirmed).
- TDI Funds Criteria – discussion about spending money and policies relative to “grants”/ allocations and the like. Let’s try and come up with some clear policy on this moving forward in order to start allocating and putting TDI funds to work in a constructive way. Derek S. and Curt N. and the group advanced some ideas including: grants towards parks or recreational facilities; Micro-Loans (similar to BDC)? Etc.

## **6 CPIC Update – Andy Sturgeon**

- Progress update – Andy S. continues to attend CPIC meetings as liaison; discussion on limitation of drive-thru, should there be allowances for Bank branches, for example); traffic & survey work around Topsham Fair Mall; green spaces and pocket parks; Community Development, etc.
- Development standards – general discussion on ReCODE process and upcoming dates (Derek S.) Form-based codes; conformance on types of businesses in Lower Village, TFM, along 196 etc. – the Crooker parcel and process there – Andy S. mentioned it is moving along with good consultants on board.

## **7 OTHER BUSINESS – All**

- MaineDOT Coordination: Brief discussion on Sebago Technics survey work on Rte. 196 coastal connector. Derek S. update on MDOT relative to FJW Bridge (will start in June; Reed & Reed, the contractor, has already been out surveying/laying things out). Discussion on Market Basket, some impacts on Topsham Fair Mall and surrounding area traffic.
- Might Julie Erdman (Director of Planning / Code Enforcement) want to join TDI meetings in future?

**8 ACTIVITY UPDATE (time permitting) – Derek Scrapchansky** – General discussion on Topsham tax rates and the impact of state funding formula errors, etc. Town is searching for an Economic Development staff member; please send along candidates with references if the Board has any leads.

## **9 ADJOURN**