

**Rockland Economic Development Advisory Committee Meeting
January 21, 2010 – Rockland City Council Chambers**

Present: Committee Members – Frank Isganitis, Chair; Joanne Billington, Jeff Charland
Rockland Main Street – Lorain Francis, Executive Director
City of Rockland – Rosemary Kulow, City Manager; Ann Matlack, Assistant to the City
Manager

1. The meeting was called to order at about 3:35 PM by Frank Isganitis. The Minutes were tabled because there wasn't a quorum of members who had attended January's meeting.
2. Annual Election of Officers:
 - On a motion by Joanne, seconded by Jeff Frank was re-elected Chair.
 - On a motion by Frank, seconded by Jeff, Joanne was elected Vice Chair.

Frank and Joanne were thanked for agreeing to serve in these roles.

The Committee also discussed absences by Committee members, in response to a letter from the City Council. The Committee agreed that any Committee member missing 3 meetings in a row would be dismissed from the Committee.

3. City Manager's Report – Rosemary advised the Committee that the City Council was considering an overlay for 2 properties on New County Road: the Bonner-Vawter Building and the former Lewis Marine. She said it was hoped this change would increase the buildings' usage. The Black Pearl and Conte's Restaurant would be changing hands. She said the new owner was working with the Code Enforcement Officer and the Fire Department. [On a related issue, Frank advised the Committee that Conte's and Primo would be appearing on an upcoming episode of Anthony Bourdain's food show.] Rosemary told the Committee additional ARRA funds had become available and that the City was working on securing funds for additional sewer projects. She also said the City anticipated receiving \$20,000-\$25,000 from the Maine Downtown Center because of Rockland's participation as a Main Street Maine Community. She also advised the Committee that the local Chambers of Commerce would be working on a database of available commercial property to assist with economic development in the Midcoast.

Rosemary also advised the Committee that the City Council would be adopting an Ordinance Amendment which would require multi-family housing units be brought up to code before they could change hands

4. Economic Development Report – Alan Hinsey was unable to attend the January meeting.
5. Rockland Downtown Report – Lorain reported that Rockland Downtown was in the process of applying for 3 grants that could benefit the City and at least one Downtown business.
6. Pen-Bay Regional Chamber Report – Shari Closter was unable to attend the meeting but sent along a written report for the Committee.
7. Community Development Report – Rodney Lunch was unable to attend the meeting.
8. Other – Frank asked all Committee members to come to the February meeting prepared to talk about their vision for what the Committee should accomplish in 2010 and how the

Committee could be pro-active in what they'd like to accomplish. This item will be at the top of the agenda next month.

The next regular meeting of the EDAC will be Thursday, February 18, 2010, at 3:30 PM in the Council Chambers.

The Committee adjourned at 5:05 PM.

Respectfully submitted,

Ann Matlack

**Rockland Economic Development Advisory Committee Meeting
February 25, 2010 – Rockland City Council Chambers**

Present: Committee Members – Frank Isganitis, Chair; Joanne Billington, Jeff Charland, Will Clayton
Ex Officio – Rodney Lynch, Rockland Community Development Director
Rockland Main Street – Lorain Francis, Executive Director
City of Rockland – Rosemary Kulow, City Manager; Ann Matlack, Assistant to the City Manager

1. The meeting was called to order at about 3:35 PM by Frank Isganitis. On a motion by Joanne, seconded by Will, the Committee unanimously approved the minutes from the December 2009 meeting. On a motion by Jeff, seconded by Joanne, the Committee unanimously approved the minutes from the January 2010 meeting.
2. Visioning for 2010 – This item was postponed until March.
3. City Manager's Report – Rosemary reported that the Bonner Vawter building, located at 20 New County Road, had been purchased by an O'Hara company; this property was recently rezoned by the City. She told the Committee the State of Maine had agreed to undertake repairs to Old County Road following the collapse of the road in January caused by a sinkhole. Rosemary also reported that motor vehicle re-registrations could now be done at City Hall.

Rosemary advised the Committee that the Superintendent of RSU #13 had called to officially advise the City that the McDougal School would be closing and asked the for suggestions on what to do with the property. It was the consensus of the Committee that the school itself was not worth saving and recommended the City work with a developer to create workforce housing on the lot, probably 2 homes.

4. Economic Development Report – Alan Hinsey was unable to attend the February meeting.
5. Rockland Downtown Report – In Lorain's absence, Jeff reported that Rockland Downtown would be hosting a day-long "Celebrate the Shrimp" event on March 20; that Frank and Lorain would be drumming up support for Rockland as the #1 Distinctive Destination on the 92 Moose radio station on Monday, March 1; that he had completed an application to the Maine Arts Commission for a grant to fund a marketing campaign in Rockland; and that he had attended the Camden Economic Development Advisory Committee meeting to talk about the Rockland EDAC and how it works.
6. Pen-Bay Regional Chamber Report – In his role as Chamber Board Member, Frank advised the Committee that merger talks between the Camden-Rockport-Lincolnville Chamber and the Penobscot Bay Regional Chamber were ongoing. He also mentioned that he had been asked by CruiseMaine to attend a conference in Florida in March on cruise ships.
7. Community Development Report – Rodney reported that the Lindsey Brook Interceptor grant application had been submitted and the City would hear back from DECD (Department of Economic & Community Development) at the beginning of March as to whether or not it would be receiving the funding. The Downtown Revitalization Plan grant application has also been completed and will be submitted to DECD soon. He said the City had been awarded funds by Gateway 1 and Maine DOT (Department of Transportation) and these funds would be integrated into the City's existing plans and used for Main Street crosswalk improvements this year irrespective of whether the City received funding for Downtown

Revitalization. Rockland Main Street also received funding from MDOT, which will be used in conjunction with the crosswalk projects already planned.

8. March Meeting – Frank will be unavailable March 18, the date of the next EDAC meeting, so the Committee has agreed to meet the following Thursday, March 25, at 3:30 PM. Committee members will put together their visioning goals and forward them to Ann for compiling.
9. In other matters, Frank will draft a letter in support of Many Flags, One Campus, specifically highlighting how Many Flags will improve aspirations in this area.

The next regular meeting of the EDAC will be Thursday, March 25, 2010, at 3:30 PM in the Council Chambers.

The Committee adjourned at 5:00 PM.

Respectfully submitted,

Ann Matlack

**Rockland Economic Development Advisory Committee Meeting
March 25, 2010 – Rockland City Council Chambers**

Present: Committee Members – Frank Isganitis, Chair; Joanne Billington, Jeff Charland, Will Clayton
Ex Officio – Rodney Lynch, Rockland Community Development Director
Rockland Main Street – Lorain Francis, Executive Director
City of Rockland – Rosemary Kulow, City Manager; Ann Matlack, Assistant to the City Manager
Member of the Public – Tina Plummer

1. The meeting was called to order at about 3:35 PM by Frank Isganitis. On a motion by Joanne, seconded by Will, the Committee unanimously approved the minutes from the February 2010 meeting.
2. Visioning for 2010 – Committee members were asked to submit their ideas for goals the Committees should accomplish in 2010. These goals were compiled into a draft document entitled “Economic Development Plan.” Frank volunteered to polish up the Plan and to present it to the Committee at the April meeting.

The Committee agreed that their goal this year would be to develop a “Virtual Economic Development Department.” Information to be included on such a web-based platform would include demographics; workforce data; available properties, including industrial park sites, properties in the Downtown, and other City sites; links to the Chamber of Commerce, KWRED, Rockland Main Street, etc. Rodney agreed to look into grant funding for this project, but reminded the Committee that a match would probably be required.

- On a motion by Jeff, seconded by Joanne, the Committee voted unanimously to set as their priority this year, the development of a web-based Virtual Economic Development Department to serve as a resource for those interested in doing business in Rockland.
3. Request to meet with Camden Economic Development Advisory Committee – Jeff advised the Committee that the Camden EDAC was interested in meeting with the Rockland EDAC. Jeff will contact Martin Cates to set up a time when the 2 groups can meet.

The next regular meeting of the EDAC will be determined [Thursday, April 29, 2010, at 4:00 PM in the Council Chambers].

On a motion by Joanne, seconded by Jeff, the meeting adjourned at 5:10 PM.

Respectfully submitted,

Ann Matlack

**Rockland Economic Development Advisory Committee Meeting
April 29, 2010 – Rockland City Council Chambers**

Present: Committee Members – Frank Isganitis, Chair; Joanne Billington, Jeff Charland, Will Clayton, Chris Guptil
Ex Officio – Robin McIntosh, PenBay Regional Chamber of Commerce
Rockland Main Street – Lorain Francis, Executive Director
Knox/Waldo Regional Economic Development Council – Alan Hinsey
City of Rockland – Rosemary Kulow, City Manager; Ann Matlack, Assistant to the City Manager
Member of the Public – Tina Plummer

1. The meeting was called to order at 4 PM by Frank Isganitis. On a motion by Will, seconded by Jeff, the Committee unanimously approved the March 18, 2010 minutes.
2. Introduction of Robin McIntosh – Robin is the new Director of Development at the Penobscot Bay Regional Chamber of Commerce and will serve as the Chamber's *ex officio* representative to the Committee. Robin introduced herself to the Committee and gave a brief bio. She then gave the Chamber report to the Committee:
6. PenBay Regional Chamber of Commerce Report – Robin reported: the Visitors' Center numbers continued to climb; the annual Chamber dinner was held April 17; the Wedding Expo was held April 18; and the Chamber will collaborate on a Click 80 event in September. She also advised that the Business Expo will be held May 26 at the Samoset Report. This year's Expo will include a high school mentoring program, where students work with businesses at the Expo.
5. Rockland Downtown Report – Lorain told the Committee an intern from U-Maine, Rockland will be working this summer with Rockland Main Street (RMS) to develop a business inventory of the Downtown. RMS will use a format that is compatible with the City of Rockland, KWRED and the Camden-Rockport-Lincolville (CRL) Chamber, so this information is available regionally. She also reported: she and Jeff Charland will be attending the National Main Street Conference in Okalahoma City, OK; the Economic Restructuring Committee is working on a Positioning Statement for RMS; the next Morning on Main will be May 12 at the Grasshopper Shop; and the next RMS General Meeting will be May 18 at the Waterworks.
7. Community Development Report – Rodney was attending the annual Maine Office of Community Development spring conference and could not attend the meeting. In his absence, Lorain reported she and Rodney were working on expansion of the Downtown Historic District; RMS had received the \$25,000 grant from Maine DOT for pedestrian crosswalks, bringing a total of \$42,000 in grant money to the City this year.
4. Economic Development Report – Alan reported: KWRED will meet with the Knox County Commissioners in May to discuss Recovery Zone Bonds; Many Flags/One Campus submitted its revised application to the State Department of Education by March 15; he has established a Planners Group, which includes representatives from Rockland, Rockport, Camden, Waldoboro, Thomaston and Searsport – the group meets quarterly; KWRED has established 4 Industry Sector Groups: manufacturing, health care, marine trades, financial/IT; Dan Bookham of the CRL Chamber is working on a Business Tool Kit (see #5 above) to be used regionally; and the next KWRED Board Meeting will be May 14 at Boston Financial. Alan told the Committee KWRED is participating in discussions at the state level about reconfiguring CEDS (Comprehensive Economic Development Strategy) Districts in Maine.

Currently, Knox and Waldo Counties fall under the CEDS District administered by Eastern Maine Development Corporation (EMDC). Alan presented demographic information about the Midcoast area and explained that KWRED was discussing the possibility of a new CEDS District including Lincoln and Sagadahoc Counties and the Towns of Brunswick and Harspswell. The new configuration may be presented to the Governor as soon as this fall.

3. City Manager's Report – Rosemary reported that Rockland Marine had withdrawn its application for grant funding for its expansion projects. She also said the City's Solid Waste Facility was working on a new economic structure in an effort to be self-sustaining.
9. Items for May meeting – Frank will bring before the Committee a motion in support of the cruise industry in Rockland.

At about 5:15 PM, the Committee was joined by representatives of the Camden Community Economic Development Advisory Committee (CEDAC) and others, including:

CEDAC – Martin Cates, Chair; Kipp Wright; John Arnold; Peter Gross; Jim Fullilove
Morgan Laidlaw, Camden Select Board
Roberta Smith, Camden Town Manager
Tom Ford, Rockport Planning & Community Development Director
Dan Bookham, CRL Chamber Executive Director

After introductions, Rosemary suggested the groups discuss what they were doing in common.

Martin explained that CEDAC was a new group established originally to deal with the former tannery site in Camden. They were currently working on several major projects, including 2 TIF districts, a position description for a new Economic Development Director; and participating on Gateway 1. The Town will use funding from Gateway 1 to develop an inventory of property throughout the Town.

Frank explained that the Rockland EDAC had held a visioning session in March where development of a web-based "virtual" economic development department was discussed.

Tom explained that Rockport was also participating in Gateway 1 and currently, the Town was developing a feasibility study for extending sewer connections to 5 outlying villages.

Lorain was asked about Rockland Main Street. She briefly gave a description of the Main Street program, along with the progress RMS has made in its first year of operation. She said RMS was focusing on sustainability of the Downtown.

The groups agreed the take-aways from this meeting were:

1. Working together on the Business Tool Kit and inventories
2. Finding other ways in which to collaborate
3. Continuing the conversation started at this meeting

The next regular meeting of the Rockland EDAC will be Thursday, May 20, 2010, at 3:30 PM in the Council Chambers].

By consensus, the meeting adjourned at 6:55 PM.

Respectfully submitted,

Ann Matlack

**Rockland Economic Development Advisory Committee Meeting
May 20, 2010 – Rockland City Council Chambers**

Present: Committee Members – Frank Isganitis, Chair; Joanne Billington, Jeff Charland, Will Clayton
Ex Officio – Robin McIntosh, PenBay Regional Chamber of Commerce; Rodney Lynch, Community Development Director
Rockland Main Street – Lorain Francis, Executive Director; Kristen Belya, intern
City Council – Brian Harden
City of Rockland – Rosemary Kulow, City Manager; Ann Matlack, Assistant to the City Manager; Tina Plummer; intern

1. The meeting was called to order at 3:30 PM by Frank Isganitis. On a motion by Joanne, seconded by Will, the Committee unanimously approved the April 29, 2010 minutes.

Introduction of Kristen Belyea – Kristen attends the University of Maine-Rockland and will be interning at Rockland Main Street this summer.

Chris Guptill advised the Committee via e-mail that he will no longer be able to participate on the Committee since he has sold his property in Rockland and will be moving to Searsmont. On a motion by Will, seconded by Joanne, the Committee accepted with regret Chris' resignation. The City Manager's office will send out a letter to Chris thanking him for his service.

2. Continuation of Visioning discussion – Frank circulated a revised edition of the Committee's Economic Development Plan.
 - On a motion by Joanne, seconded by Will, the Committee unanimously adopted the Economic Development Plan as revised.

The first Task to be undertaken will be the development of a "virtual economic development department" or "business tool kit" for the City's website. It was agreed Will and Robin will work on an Action Plan for determining what should be included on the website, and Lorain and Ann will assist them.

3. Cruise Industry – Frank had forwarded material to the Committee on proposed Cruise Ship Policies. The Policies were prepared by the City Harbormaster and will be presented to the City Council. Additionally, the Harbor Management Commission has suggested changes and additions to the Policies and would also be asking the City Council to review the revised Policies. The Committee discussed the size of cruise ships, the *Jewel of the Sea* visit to Rockland last fall, and the fee structure adopted in March by the City Council.
 - On a motion by Will, seconded by Joanne, the Committee voted to recommend the City Council adopt the Cruise Ship Policies prepared by City Staff because of the positive economic impact the industry has had and will continue to have on the City; the 2002 Comprehensive Plan encourages the development and promotion of Rockland as a destination port of call for the cruise industry; and revenues from the proposed fees would offset City costs to host cruise ships and contribute to a Port Development Fund that would allow the City to improve its waterfront facilities.
4. Rockland Main Street – The City Council will soon be discussing FY 2010-11 funding for Rockland Main Street and Frank suggested the Committee support this funding.

- On a motion by Joanne, seconded by Will the Committee voted 3-0-1, with Jeff abstaining, to recommend the City Council continue its support of Rockland Main Street and utilize funds from the Downtown TIF District to fund Rockland Main Street in the amount of \$25,000 for FY 2010-11.
5. City Manager's Report and Update – Rosemary reported that Eastern Maine Development Corp. (EMDC), the Economic Development District to which Knox County belongs, was asking for input on projects communities might be pursuing. Among those on the list for Rockland were: improvements to the Industrial Park; rehabilitation of the Fish Pier and the waterfront in general; renovation of Rockland Harbor Park; implementation of the Tillson/ Downtown Master Plan; and city-wide sidewalks, including expansion of the Harbor Trail. One suggestion was improving the energy efficiency of all municipal buildings.
 6. Economic Development Report – Alan was unable to attending the meeting.
 7. Rockland Downtown Report – Lorain reminded everyone that the annual Summer Solstice street party on Main Street would be Saturday evening, June 19.
 8. PenBay Regional Chamber of Commerce Report – Robin presented the Committee with a report on upcoming Chamber events, including a listing of cruise ships scheduled to visit Rockland this summer. She also provided a copy of a proposal from Cruise Maine on tapping into the North American cruise industry. And she reminded the Committee that the 2010 Business Expo will take place May 26 at the Samoset Resort.
 9. Community Development Department Report – Rodney reported that the final plan for the Streetscapes project will be presented to the City Council June 7. The project will be bid out at the end of July with work to begin this fall and be completed by next May. He advised the Committee that Chris Shrum has obtained a \$100,000 CDBG Economic Development Program Grant to be used as working capital by Nuthatch Productions to establish an apparel manufacturing facility at 412 Main Street. The grant will be administered by Ann Matlack. Chris will also be working with the Regional Micro-Loan Program to overhaul and expand the program, including increasing the number of communities that participate. Also, the Sewer Connection Program will begin later this summer, the City will applying for a second façade program next year, and the City has applied for a Safe Routes to School grant to build sidewalks near school.

Rodney has been working with Lorain to expand the Downtown Historic District. They only need one more property owner to sign on in order to have the required participation. Expanding the Historic District will give property owners within the District more opportunities to apply for tax credits and funding. There will be a workshop on Historic Tax Credits Thursday, June 24, at City Hall.

The next regular meeting of the Rockland EDAC will be Thursday, June 17, 2010, at 3:30 PM in the Council Chambers.

The meeting adjourned at 5:30 PM.

Respectfully submitted,

Ann Matlack

**Rockland Economic Development Advisory Committee Meeting
July 22, 2010 – Rockland City Council Chambers**

Present: Committee Members – Frank Isganitis, Chair; Joanne Billington, Jeff Charland, Will Clayton

Ex Officio – Shari Closter and Robin McIntosh, PenBay Regional Chamber of Commerce; Rodney Lynch, Community Development Director

Knox Waldo Regional Economic Development Council – Alan Hinsey
Rockland Main Street – Lorain Francis

Others: Tina Plummer, City intern

1. The meeting was called to order at 4:00 PM by Frank Isganitis. On a motion by Joanne, seconded by Jeff, the Committee unanimously approved the June 24, 2010 minutes.
2. Committee Meeting Date and Time – On a motion by Joanne, seconded by Will, the Committee agreed to move their monthly meetings to the fourth Thursday of the month at 4:00 PM. The Committee will deal with holiday conflicts as they arise.
3. REDAC/CEDAC – Jeff said he had met with Martin Cates, who had been a member of the Camden area economic committee but who was now on the Camden Select Board. Jeff and Martin would like to see another meeting of the larger group and also regular meetings of smaller representative groups. Tina volunteered to serve as the Rockland representative. Jeff also suggested the Committee read the article by Camden-Rockport-Lincolville Chamber of Commerce Executive Director Dan Bookham on collaboration.
4. Pedestrian Signage – Rodney reported that Pedestrian Signage was on the Main Street Design Committee agenda. Robin and Lorain are also working on updating a “subway” map of the Downtown. This map was handed out at the Lobster Festival, etc., and proved to be very useful.
5. Virtual Economic Development Department – to be discussed at September meeting.
6. City Manager’s Report – Rosemary was unable to attend the meeting.
7. Economic Development Report – Alan reported that the Camden Community Economic Development Advisory Committee (CEDAC) has begun work on its inventory project template; the University of Maine was working on waterfront access issues for the area from Rockland to Searsport; the Ocean Energy Institute was moving forward with space in the Rockland area; and the state Economic Development Districts (EDDs) will probably be reorganized, with Knox County moving to the Mid-Coast EDD (McEDD) along with the Mid-Coast Council of Governments (McCOG) and Lincoln County. Waldo County would be parsed, with Belfast and Searsport probably staying with Eastern Maine Development Corp. (EMDC), other western communities staying with Kenebec Valley COG and southern communities, including Lincolville and Northport moving to McEDD.
8. Rockland Downtown Report – Lorain said that the inventory update was proceeding along; the Downtown “subway” map was a work in progress; she had met with CEDAC to discuss the Main Street Maine program; and folks from Rockland Main Street (RMS) had spruced up the 3 Welcome to Rockland sign planters.

9. PenBay Regional Chamber of Commerce Report – Robin handed out materials to the Committee on Chamber activities.
10. Community Development Department Report – Rodney reported the City was moving forward with the Downtown Streetscape Pedestrian Improvement project: he, Lorain and Wright-Pierce engineers continued to meet with stakeholders; the project should go out for bid in August; phase I of the project (Summer Street to North Main Street) will take place this fall and phase II will take place in the spring; the City may still receive a grant to do sewer work along Limerock Street, which may cause some changes to phase II of the project. He also reminded the Committee of the upcoming Historic Tax Credit Workshop; and the proposed 2011 Downtown Façade and 2011 Multi-Family Housing programs public workshops; and that an RFP for Gateway 1 planning services had been sent out. He also mentioned that a CDBG Economic Development grant had been awarded to 412 Main Street.

Rodney reported that the City would like to expand its Downtown Historic District. He explained that by doing so, the City would assist property owners in being able to obtain Historic Tax Credits that would allow them to do needed work on their buildings.

- On a motion by Jeff, seconded by Joanne, the Committee unanimously agreed to support the expansion of the Rockland Downtown Historic District, as presented by Rodney Lynch.

11. Items for ~~August~~ September meeting – none at this time.

The meeting adjourned at 5:20 PM.

Respectfully submitted,

Ann Matlack

**Rockland Economic Development Advisory Committee Meeting
September 23, 2010 – Rockland City Council Chambers**

Present: Committee Members – Frank Isganitis, Chair; Pinney Beebe-Center, Joanne Billington, Jeff Charland, Will Clayton
Ex Officio – Shari Closter and Robin McIntosh, PenBay Regional Chamber of Commerce; Rodney Lynch, Community Development Director
Rockland Main Street – Lorain Francis, RMS Inc.
City of Rockland – City Manager Rosemary Kulow and City Councilor Brian Harden

1. The meeting was called to order at 4:35 PM by Frank Isganitis. On a motion by Joanne, seconded by Will, the Committee unanimously approved the July 22, 2010 minutes.
2. Pinney Beebe-Center was introduced as the newest Committee member.
3. REDAC/CEDAC – The item to set a date for meeting with the Camden Economic Development Advisory Committee and to appoint a member to represent Rockland was tabled until October.
4. Pedestrian Signage – Robin and Lorain reported that the updating work on the “subway” map of the Downtown has been completed. The RMS Design Committee is working on pedestrian and waterfront signage for the downtown.
5. Virtual Economic Development Department – Robin has researched how other municipalities have done their webpages and linked them to economic development and other economic and business development links. Presently trying to find gateway or portal to the City’s webpage and to link it to other webpages.
6. City Manager’s Report – Rosemary reported on the following:
 - a) potential traffic concerns created by a Walmart Store located in Thomaston near the City line, and for the Town and DEP to keep us informed about the project including wetland and drainage issues;
 - b) proposed Thomaston downtown by-pass that would feed more traffic onto Old County Road, and that the issues surrounding Old County Road traffic should be addressed before any bypass is considered;
 - c) traffic signal at Park and Main Streets will be repaired on September 29th;
 - d) Midcoast RPC has been hired to integrate the Gateway 1 Plan into the Rockland Comprehensive Plan and Zoning Ordinance; and
 - e) City is applying for a Brownfield grant which is being written by Justin Holmes of the Midcoast Economic Development District.
7. Economic Development Report – Alan Hinsey was not in attendance.
8. Rockland Downtown Report – Lorain stated:
 - a) that the inventory update by the intern was still progressing;
 - b) working with the owner of the Thorndike Building, City of Rockland and private consultants concerning finding ways to preserve the structure;
 - c) conducted Maine Downtown Center training for the Design Committee on September 21; and
 - d) provided information on the upcoming Day in the Life of Rockland for October 9, 2010.

9. PenBay Regional Chamber of Commerce Report – Robin handed out materials on the Committee on Chamber activities:
 - a) the current on-going chamber auction;
 - b) business networking event on September 29;
 - c) sustainable island living conference on November 5-7;
 - d) October 18 Jewel of the Sea Visit; and
 - e) avoiding events scheduling conflicts with neighboring towns.

10. Community Development Department Report – Rodney reported:
 - a) the Downtown Streetscape Pedestrian Improvement project has been awarded to JBI of Owls Head and will start the first week of October going from Summer Street to North Main Street, and be substantially completed by November 30th;
 - b) the documentation for the expansion of the Main Street Historic District is underway;
 - c) over \$800,000 in letter of commitments have been received from Downtown property owners for the proposed Second Façade Improvement Matching Grant Program; and
 - d) Ann Matlack has assumed the administration of the regional micro-loan program

11. Items for October 28 Meeting: Business tool update, Lyman Morse building.

Meeting adjourned at 6:10PM.
Respectfully submitted,
Rodney Lynch for Ann Matlack

**Rockland Economic Development Advisory Committee Meeting
October 28, 2010 – Rockland City Council Chambers**

Present: Committee Members – Frank Isganitis, Chair; Pinny Beebe-Center, Joanne Billington, Will Clayton
Ex Officio – Shari Closter and Robin McIntosh, PenBay Regional Chamber of Commerce; Rodney Lynch, Community Development Director
Rockland Main Street – Lorain Francis, RMS Inc.
City of Rockland – City Manager Rosemary Kulow; Ann Matlack, Assistant to the City Manager
Members of the Public – Justin Holmes, MidCoast Economic Development District

1. The meeting was called to order at 4:03 PM by the Chair. On a motion by Joanne, seconded by Pinny the Committee unanimously approved the September 23, 2010 minutes. Since Rodney had another meeting attend, his report was moved to the top of the agenda.

9. Community Development Report – Rodney reported:
 - ◆ The City of Rockland received the Plan of the Year award from the Northern New England Chapter of the American Planning Association for its 2009 Downtown Revitalization Plan Update. The Plan was prepared by Woodard & Curran and funded by a CDBG planning grant.
 - ◆ Justin Holmes of MidCoast Economic Development District (McEDD) was in attendance. Justin prepared the Brownfields Initiative grant recently submitted by the City.
 - ◆ The Downtown Streetscapes project was underway. This fall, work would concentrate on the area above Summer Street on the shore side of Main Street, with substantial completion of fall work by November 30. Work would continue in the spring, when the remainder of the work above Summer Street would be completed along with work from Limerock Street to Rock Coast Sports. Because of the very favorable bids, additional work can be added to the project. Both DECD and MeDOT, primary funders of the project, have agreed that grant monies awarded to the project may be used for additional work. After fall work is completed, finances will be reviewed to determine what funds would be available and which projects should be undertaken.
 - ◆ A Communities for Maine's Future grant application will be submitted this spring, with matching funds coming from the Downtown Streetscapes project. Rodney said the application would highlight work proposed to update the Thorndike parking lot. A draft plan has been prepared using funding from the Wastewater Treatment Facility. Some work on the parking area is already underway, with some propane tanks consolidated in one underground area and dumpsters being stored in another enclosed area.
 - ◆ Wright-Pierce has offered the services of Landscape Architect Jennifer Claster to complete planning work on the Harbor Trail. The plan will link the Trail from Snow Marine Park in the south end to the Rockland Breakwater.
 - ◆ The City will be submitting a Downtown Façade Grant application this spring. Rodney has received substantial support from downtown property/business owners.
 - ◆ Ann has now taken over the Knox County Regional Micro Loan Program. This program is a revolving loan fund that provides up to \$25,000 to qualifying businesses. The Program currently has about \$75,000 available to loan, with more than \$1,000 coming back in each month as loan payments.

2. REDAC/CEDAC – Robin will contact Matthew Eddy in Camden about a date and time for the next joint meeting.

3. Virtual Economic Development Department – Robin and Ann met to review materials to be included on the webpage. Work is ongoing on this project.
4. Discussion of 250 Main Street (formerly Hollydachs) was moved to the November meeting.
5. City Manager's Report – Rosemary reported:
 - ◆ The GEI train emissions study will be presented to the City Council November 1.
 - ◆ The City's Management Team has prepared Issue Papers for the new City Council. This will be an ongoing report, updated regularly.
 - ◆ DEP is requiring the City to move forward immediately with sewer line work on Maverick Street. A Request of Bids would be issued shortly, with work to begin in about 6 weeks.
 - ◆ Culvert replacements along Park Street – across from Domino's and at Walnut Street – are set to begin. Aqua Maine will also be doing work on their lines in these areas.
 - ◆ The Fish Pier was damaged by a barge; repairs are estimated at \$85,000-\$95,000.
 - ◆ The engineering study at the Community Recreation Center is underway.
 - ◆ Planning work folding Gateway 1 into the Comprehensive Plan is also underway.
 - ◆ The Planning Board will be reviewing applications for a 13-lot subdivision and the building proposed for 250 Main Street.
 - ◆ KWRED will be interviewing application the first week of November.

Rosemary was asked about recent discussions in Thomaston about a potential Super Wal-Mart. She said the City will ask to be included in discussions since the truck travel route under consideration was along Old County Road in Rockland.

She also reported that after many requests, improvements have been made to the former Getty gas station site at the corner of Camden and Maverick streets, though remediation of the site has still not been completed.

6. Economic Development Report – Alan Hinsey was not in attendance.
7. Rockland Downtown Report – Lorain reported:
 - ◆ The Discovery Channel will be filming the lighting of the Trap Tree.
 - ◆ The new RMS website is up and running.
 - ◆ A working group headed by Denis Lachman has been convened to work with Merrill Williams on the Thorndike Building. This group includes tax credit specialists, developers, architects and representatives from Rockland Main Street and the City.
8. PenBay Regional Chamber of Commerce Report – Robin distributed a report on Chamber activities.
9. Items for November 17 Meeting:
 - ◆ Setting date for December meeting.
 - ◆ 250 Main Street.
 - ◆ Brainstorm potential uses for Wal-Mart site, should it become available.
 - ◆ Thorndike Building and how the Committee can assist.

Meeting adjourned at 5:40 PM.

Respectfully submitted, Ann Matlack

**Rockland Economic Development Advisory Committee Meeting
November 18, 2010 – Rockland City Council Chambers**

Present: Committee Members – Frank Isganitis, Chair; Pinny Beebe-Center, Joanne Billington, Will Clayton
Ex Officio – Shari Closter and Robin McIntosh, PenBay Regional Chamber of Commerce; Rodney Lynch, Community Development Director
Rockland Main Street – Lorain Francis, RMS Inc.
City of Rockland – Mayor Brian Harden; City Manager Rosemary Kulow; Ann Matlack, Assistant to the City Manager

1. The meeting was called to order at 4:04 PM by the Chair. On a motion by Joanne, seconded by Will the Committee unanimously approved the October 21, 2010 minutes.
2. REDAC/CEDAC Joint Meeting – Robin will be attending the CEDAC meeting following the EDAC meeting and inquire about a joint meeting. Lorain mentioned that Rockland Main Street had nearly completed its Downtown Inventory and was wondering how far along CEDAC was with their Tool Kit.
3. Virtual Economic Development Department – Robin and Ann reported that work on the project was continuing.
4. Discussion Items:
 - a. Wal-Mart site – Frank advised that Wal-Mart does not hold onto property.
 - b. Thorndike Building – Discussed in Rodney's report.
 - c. 250 Main Street (former Hollydach's) – Planning Board is reviewing.
5. City Manager's Report – Rosemary reported the City would be supporting KWRED's request for funding in the 2011 Knox County Budget.
6. Economic Development Report – Alan was unable to attend the meeting; he was attending a Many Flags meeting.
7. Rockland Downtown Report – Lorain reported:
 - ◆ A crew from Bolduc had assisted with Festival of Lights decorations
 - ◆ The Lobster Trap Tree would be lit November 19 in order to accommodate a crew from the Discover Channel. The Trap Tree would be featured in a 2011 Learning Channel program.
 - ◆ Coastal Living magazine was sending a writer to cover the Festival of Lights and would include it in a 2011 article.
 - ◆ J Magazine, a Japanese language magazine out of Boston, had also done an article on Rockland, as had "Chronicle" and Boston magazine.
 - ◆ Michael Good had moved a jewelry store next to Fiore.
 - ◆ 449 Main Street was getting ready and would have retail space on Main Street.
 - ◆ The Masonic Building / Rock Coast Sports was undergoing exterior repairs.
8. PenBay Regional Chamber of Commerce Report – Robin submitted a written report of Chamber activities. Additionally, she reported the upcoming Business Expo would be more of a community event and they Chamber had set aside more money for PR. Shari reported talks of a merger between the two area Chambers were ongoing: the Executive Boards

were looking at governance and by-laws, and the merger would be discussed at both Chambers in the first quarter of 2011.

9. Community Development Report – Rodney reported:

- ◆ Fall work on the Streetscapes project, including sidewalks, curbing and catch basins on the inland side of Main Street, would be completed by November 29. In the spring, the work would be completed.
- ◆ He had received 22 Letters of Commitment from business owners along Main Street who were interested in participating in a 2011 Downtown Façade Program.
- ◆ Conceptual design work for the Thorndike parking lot was being finalized. A Communities for Maine's Future grant application for work in this area will be submitted in 2011.
- ◆ A team to work on the redevelopment of the Thorndike Building had been put together. Headed by Denis Lachman, the team will examine the various alternatives for renovating the building. Options include both public and private funding. As part of a potential public grant application, the Code Enforcement Officer and the Assistant Fire Chief would inspect the building.

10. The Committee agreed not to meet in December. In order to accommodate a possible meeting with CEDAC at the end of January, the Committee will meet on Thursday, January 6, 2011, at 4 PM.

11. Items for January 6 Meeting:

- ◆ 250 Main Street.

Meeting adjourned at 5:12 PM.

Respectfully submitted, Ann Matlack