

## **Pownal Economic Development and Sustainability Committee**

**~ Agenda – October 9, 2024 ~**

**3:30 p.m.**

1. Welcome new members and introductions
2. Review minutes of 08.05.2024 minutes
3. Review our history
4. Review Committee's "Final Report"
5. Other general thoughts / questions

## Pownal Economic Development and Sustainability Committee

~ Minutes – August 5, 2024 ~

6:00 p.m.

Attendees: Paul Schumann, Andy O'Brien (Select Board liaison), Susan Peters (Chair)

Excused: Pat Hodgdon

1. Reviewed and approved minutes from March 4, 2024 and May 08, 2024
2. GPCOG
  - a. Susan sent an e-mail to Matt and Kristen at GPCOG requesting confirmation that the 1977 date on page three is correct. No response was received.
  - b. We discussed how we want to present our final report.
3. Budget request –
  - a. The town did approve (at town meeting) \$40,000 for the coming year.
  - b. The Select Board has approved \$24,481.00 in carry-over funds to be moved from the 2023/2024 budget to the 2024/2025 budget.
4. Other

September 3, 2024

TO: Pownal Select Board

FROM: Economic Development and Sustainability Committee

RE: Final Report

Members included: Pat Hodgdon (Secretary), John Libby, Andy, O'Brien (Select Board Liaison) Susan Peters (Chair) and Paul Schumann.

In the beginning the committee spent numerous meetings discussing what the Economic Development and Sustainability Committee (the Committee) needed to accomplish and how to get there.

At the outset, the committee knew there would be a lot of work, and it could not be done all at once. It would not be possible to make the perfect Village District for Pownal just appear. It will take years. A very clear message from residents was the desire to keep the rural character that Pownal now enjoys...the question remains how to meet the desires of the community while bringing necessary changes to help Pownal thrive in the future?

In September 2022, the committee asked the Select Board to consider a new form of Government. Our current form of Government is made up of three very hard-working Select Board members. We asked that the Board appoint a separate committee to investigate the option of adopting a new form of government for Pownal.

In June 2023, the committee contracted with Greater Portland Counsel of Government (GPCOG) to work to develop a future vision for the Village District. Their report (attached) is meant to be a fact-finding document, not necessarily the conclusion of the committee.

In September 2023, a Town Planner was hired for Pownal. He began participating in committee work, adding valuable input to discussions.

In September 2023, the committee, along with GPCOG, hosted a Visioning Session for Town of Pownal residents. The purpose of the session was to give the committee and GPCOG a feel for what town residents envisioned for a Village District. In addition, an on-line survey asking the same information was offered for those who could not attend the session in person. (Please see Public Participation Summary Town of Pownal – Village District Plan attached.)

In addition to the visioning session and survey results, the committee and GPCOG reviewed the 2021 Comprehensive Plan for information regarding a Village District.

One of the main challenges for Pownal's future is not knowing what the water capacity for Pownal is. In the Spring of 2024, the Town Planner was able to obtain a grant from the State of Maine. This grant will allow the town of Pownal to do a Water Capacity study which will shape the path forward.

This information will be crucial in determining Pownal's development opportunities. At the time of this writing, the study is due to begin in September.

In the Spring of 2024, the committee discussed offering an Outdoor Farmer's Market during summer months. A separate committee was appointed by the Select Board to research and move this forward.

Zoning is a challenge for the future development of a Village District. While the committee did not take on this challenge directly, discussions with GPCOG lead to them adding zoning suggestions for the Village in their report. It should be noted that the current zoning requirements for the Village District are the same as for residential Zones A & B. A future committee will need to work with the Planning Board to incorporate Zoning for a Village District that allows for the development of the Village District that meets the needs of the community.

The committee would like to thank the Town for giving us the opportunity to work on this very important committee. We are a great town with great people.

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### **Pownal Economic Development and Sustainability Committee Charge**

The Pownal Economic Development and Sustainability Committee will, in conjunction with the Pownal Select Board, Promote a sustainable local economy, utilizing resources and strategies to meet the current and future needs of the community, by:

1. Developing initiatives to support existing and encourage new businesses that complement the character of Pownal.
2. Reviewing and researching funding sources and determining the most viable strategies for funding Pownal's current and future needs.
3. Working with other Boards and Committees within the town, to promote the Town's economic wellbeing.
4. Assisting the Select Board with the implementation of any policies or strategies required to ensure the economic stability of the town.

The members of the Economic Development and Sustainability Committee shall be appointed by the Select Board, with no less than five members, nor more than seven members, for a three-year term. The terms will be staggered.

A quorum shall consist of three members for a committee of five, or four members for a committee of six or seven.

The committee cannot conduct business without a quorum present.

The Select Board shall appoint a Select Board Liaison to this committee, though ALL Select Board members' input and attendance is encouraged.

When there is a permanent vacancy, the Select Board shall, as soon as possible, appoint a person to serve for the unexpired term. The Select board will advise the Chair of the potential candidate prior to appointing the new member.

The Chairperson shall call meetings of the committee, which will meet monthly or as needed. Agendas and Minutes of each meeting shall be submitted to the Town Clerk.

c: Town Administrator  
Town Planner  
Economic Development and Sustainability Committee Members

Approved 08.05.2024

**Pownal Economic Sustainability and Development Committee  
March 4, 2024 Meeting Minutes**

Call to order – 3:30 pm

Present – Susan Peters -Chair, Andy O'Brien – Select Board Liaison, Tom Ursia - Town Planner, Paul Schumann

Excused - Pat Hodgdon – Secretary

1. Reviewed/approved minutes from 02.13.2024
2. GPCOG – Decided to request 11x8.5 paper for final copies
3. Discussed Water Capacity Grant – See Attachment A
4. Discussed Marketing and Promotion. Phase 3? Best case scenario/worst case scenario for coming fiscal year.
5. Budget request – Confirmed we will be requesting \$40,000 at this year's town meeting
6. Farmers Market update – See attachment B

Approved 08.05.2024

**Pownal Economic Sustainability and Development Committee  
May 8, 2024 Meeting Minutes**

Call to order – 3:30 pm

Present – Susan Peters -Chair, Andy O’Brien – Select Board Liaison, Tom Ursia - Town Planner, Paul Schumann, Pat Hodgdon – Secretary

The meeting began with a discussion regarding the map on page 13 of the final draft of the Pownal Village Plan by GPCOG.

Discussion turned to responses on the RFP for a Test Well and Water Capacity Study.

- Tom was pleased with the proposals we received.
- Paul brought up that the scope of our study was to test the water supply while both proposals include actual development of a water supply. Tom wants to work towards a vision for the village which in his opinion cannot be developed without water. Lively discussion ensued.
- Tom handed out scoring sheets for the two proposals from Drumlin Engineering & C.A. White Associates and Haley Ward. The committee took time to read the proposals and discuss timelines for preserving grant money and completion of the project. Susan collected score sheets from Andy, Paul, Pat & herself.

Susan suggests we all review the final draft of the Village Plan. She will send a digital version for committee members to edit. Tom asked about drone photos that we had previously asked GPCOG to provide if possible.

Next meeting to be June 5<sup>th</sup> at 3:30 pm.

There was no move to adjourn. The meeting adjourned at approximately 5:25 pm.

Respectfully submitted by Pat Hodgdon, Secretary