

Approved 08/12/10, 4-0-0 on a motion by Hynes, second by Driscoll.

TOWN OF YARMOUTH
COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE
MINUTES
July 22, 2010

Location: Town Hall, Room A.

Present:

Peter Smith, Chairman, Jack McCormick, Jack Hynes, Robert Dubois (tardy), Ken Driscoll

Not Present:

Tom George, John Barker

Staff:

Karen Greene

Guests: None.

List of Exhibits:

- Correspondence
 - 7/19/10 Memo from Karen Greene to Robert C. Lawton, Jr.
 - 7/19/10 Email from Bill Snowden to Karen Greene
- Open Meeting Law and Receipt
- Draft Minutes of September 3, 2008; September 23, 2008; February 19, 2009; April 30, 2009; May 4, 2009; May 21, 2009; May 28, 2009; June 4, 2009; July 16, 2009; August 20, 2009; July 1, 2010
- Draft – Economic Development Section (Local Comprehensive Plan)
- Draft – Proposed Changes to Growth Incentive Zone Regulations

(Copies of the exhibits listed here may be found in the Department of Community Development at Yarmouth Town Hall, 1146 Route 28, South Yarmouth, MA.)

Called to Order: 5:35 by Peter Q. Smith

1. Committee Business:

- a. **Minutes:** The committee reviewed minutes of July 1, 2010. The minutes were approved 4-0 on a motion by Jack McCormack, seconded by Ken Driscoll, to approve the minutes as amended with a correction to the spelling of his name.

The committee reviewed draft minutes for September 3, 2008; September 23, 2008; February 19, 2009; April 30, 2009; May 4, 2009; May 21, 2009; May 28, 2009; June 4, 2009; July 16, 2009; and August 20, 2009. All minutes were approved as presented, 5-0, on a motion by Jack McCormack, seconded by Jack Hynes.

- b. **Correspondence:** Correspondence was reviewed. The committee discussed the process for reviewing grant applications going forward, noting that applicants should be notified directly when grant applications would be considered and that feedback from the restaurant and motel business communities should be sought as they are the source of grant revenues.

Relative to future grant rounds, a motion was made by Ken Driscoll, seconded by Jack McCormack, with no further discussion, to notify applicants that their applications had been received and that grant applications would be considered at a date-specific CEDC meeting. The letter will note that attendance is not mandatory and that not attending would not negatively impact the grant award.

Approved 08/12/10, 4-0-0 on a motion by Hynes, second by Driscoll.

The Committee also discussed the situation where marginally incomplete applications are received and agreed that staff would contact the applicant in each case to request missing information. Missing information would then be due on a date certain prior to the CEDC's consideration of grant applications.

- c. **Staff Updates:** Staff distributed copies of the Open Meeting law and receipt provided by the Town Clerk's office. Staff collected completed receipts from Committee members to turn into the Clerk's office.

Note: Mr. McCormack left the meeting at approx. 6:50.

2. **LCP – Economic Development Section:** Staff reviewed the presented materials, noting that materials were a draft and very much a work in progress. The committee agreed that the material was dense and that they needed additional time to review prior to discussing. It was agreed to move this item to the next agenda.
3. **Cape Cod Commission - Proposed Revisions to Growth Incentive Regulations:** The Committee reviewed the proposed changes to the Growth Incentive Zone regulation (dated 6/14/10 draft), noting that the material was very complicated and sometimes confusing. Questions were raised relative to the impact of the proposed regulations as they would pertain to the future redevelopment of Route 28.

On a motion by Bob DuBois, seconded by Ken Driscoll, with no further discussion, the Committee voted 4-0 to send a memo to the Board of Selectmen notifying them of the proposed changes to the Growth Incentive Zone regulations and requesting that the Selectmen request that the Commission postpone their review, scheduled for August 5th, to review and better understand the proposed changes.

4. **OLD & OTHER BUSINESS** – On a motion by Ken Driscoll, seconded by Jack Hynes, the Committee voted 4-0 to have staff draft a memo to George Allaire requesting an update on the background, current status, and future of Yarmouth's bike trail.

5. CEDC MEETING DATES

- a. August 5, 2010
- b. August 19, 2010

Future meetings were discussed and the Committee agreed to

5. **Adjournment:** On a motion by Jack Hynes, seconded by Ken Driscoll with no further discussion, the meeting voted 4-0 to adjourn at 7:50.

Respectively submitted

Karen M. Greene