

On April 8, 2019, on a motion by Stephen O'Neil, seconded by Ken Smith, the committee voted 5-0-2 to approve these minutes.

Town of Yarmouth

MINUTES OF THE COMMUNITY & ECONOMIC DEVELOPMENT
COMMITTEE MEETING OF
March 25, 2019

The Yarmouth Community & Economic Development Committee held a Business Meeting at 4:30 p.m. on Monday, March 25, 2019 at the Yarmouth Town Hall, Room A, located at 1146 Route 28, South Yarmouth, MA.

Committee Members Present: Ken Smith, Norm Weare, Jack McCormack, Stephen O'Neil

Staff: Karen Greene, Director of Community Development; Kyle Pedicini, Economic Development Coordinator

The meeting was opened by Ken Smith at 4:30 pm

YARMOUTH TOWN CLERK
'19APR9AM9:54 REC

1. RFP Marketing Review

Karen Greene, Director of Community Development, presented a draft of the Request for Proposals (RFP) for town marketing. She explained that the RFP is very similar to what it has been in year's past with some minor changes. Committee members suggested requesting a schedule of expected deliverables from respondents so that there are timelines attached to marketing initiatives. Committee members also agreed to leave the budget for the Marketing RFP open ended until all the responses to the RFP have been received.

Vote: On a motion from Stephen O'Neil, seconded by Jack McCormack, the Committee voted 4-0 to proceed with the Marketing RFP as drafted and amended.

2. Committee Member Updates

Jack McCormack updated the Committee on the recent approval by the Board of Selectmen of the CPA Article for Drive-In site improvements. Committee members asked town staff to invite Jim Saben, Chairman of the Drive-In Site Utilization Committee (DISUC) to a future meeting to discuss possible physical improvement projects on the site. Mr. McCormack also explained that the Cape Cod Commission will be meeting with the Selectmen in the near future to discuss road work that will be completed on Willow Street. Norm Weare explained there are 4 proposed zoning articles on the Town Warrant for the upcoming Town Meeting. Ken Smith informed the Committee that he and Ryan Castle are continuing to give presentations on the new short term rental law to different community group across the Cape.

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3. Staff Updates

Karen Greene, Director of Community Development, presented the topic of redevelopment authorities to the Committee. She asked Committee members if this is a topic the CEDC is interested in investigating. Members expressed support for investigating redevelopment authorities for the Town of Yarmouth and it was noted that the topic would be discussed at a later meeting. Kyle Pedicini, Economic Development Coordinator, updated the Committee on the ongoing fencing project and stated that the town has received 10 quotes from contractors.

4. Minutes for Review

The Committee reviewed draft minutes from their meeting on March 11, 2019.

Vote: On a motion from Stephen O'Neil, seconded by Norm Weare, the Committee approved the minutes for March 11, 2019 by a vote of 4-0.

5. Adjourn

On a motion from Norm Weare, seconded by Stephen O'Neil, the Committee voted 4-0 to adjourn at 5:34 pm

6. Documents provided:

- a. Agenda for the meeting
- b. Irish Festival Post-Event Information
- c. Draft Minutes from CEDC meeting on March 11, 2019

Respectfully Submitted,
Kyle Pedicini, Community Development Office