

On June 11, 2020, on a motion by Stephen O'Neil, seconded by Joanne Crowley, the committee voted 4-0 to approve these minutes.

Town of Yarmouth

MINUTES OF THE COMMUNITY & ECONOMIC DEVELOPMENT  
COMMITTEE MEETING OF  
May 19, 2020

YARMOUTH TOWN CLERK  
'20JUL8PM8:04 REC

The Yarmouth Community & Economic Development Committee held a Remote Business Meeting at 4:30 p.m. on Tuesday, May 19, 2020. The meeting was conducted through Zoom videoconferencing.

**Committee Members Present:** Peter Smith, Mary Vilbon, Stephen O'Neil, Ken Smith, Jack McCormack, and Joanne Crowley

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

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

**1. Tourism Revenue Preservation Fund**

Kyle Pedicini, Economic Development Coordinator, presented the Tourism Revenue Preservation Budget. He explained that the Tourism Fund currently has a little over \$60,000 available in unallocated spending and a little over \$91,000 available for physical improvements. It was also explained that Town Meeting will be asked to approve a \$379,278.85 allocation to the Tourism Fund for FY21.

The committee discussed their willingness to allocate \$150,000 in their FY21 budget for town operational expenses associated with tourism-related projects. Members expressed support for this concept as they felt it was important to support the town during these challenging financial times. Mr. Pedicini explained that the Tourism Fund will have enough money to support this allocation as well as a \$90,000 allocation for marketing and a 20% allocation for physical improvement projects. After setting aside the \$150,000 allocation the Tourism Fund would have a little under \$100,000 available in 'unallocated spending' (assuming Town Meeting approves the FY21 appropriation).

It was explained that the Tourism Fund also had allocations for future projects that have yet to be encumbered, and the allocations could be returned to 'unallocated' if the committee desired. The committee expressed support for these re-allocations in order to have more funding in 'unallocated' for FY21, which could be used to support the special events grant program.

**Vote:** On a motion from Ken Smith, seconded by Stephen O'Neil, the Committee voted to re-allocate \$27,675 from the signage project fund to the unallocated fund and to re-allocate \$8,678.50 from the fencing project fund to the unallocated fund, by a vote of 6-0. The vote was conducted by roll call and Stephen O'Neil,

On June 11, 2020, on a motion by Stephen O'Neil, seconded by Joanne Crowley, the committee voted 4-0 to approve these minutes.

Mary Vilbon, Ken Smith, Jack McCormack, Joanne Crowley, and Peter Smith all voted to approve.

Karen Greene, Director of Community Development' also mentioned that there may be a future request from the DPW for a 2020 Beautification Team. Mr. Pedicini stated that the request is typically for \$20,000 and is funded out of the physical improvements fund. Committee members expressed strong support for this project and indicated a willingness to fund it if a request for funding is presented to them in the future.

Committee members agreed to not allocate the \$150,000 for tourism-related town operational expenses until an official request was made to them. It was also agreed that no allocation would be made until an opinion from Town Counsel regarding the matter and a memorandum of understanding between the town and the committee was presented.

**2. Committee Member Updates**

Joanne Crowley explained that the Capital Budget Committee has had all their capital budget recommendations suspended due to the budget issues presented to the town by COVID-19. She also noted that the Wise Living project will be reviewed again by the Yarmouth Planning Board, and they will be deciding whether or not to send a letter of support for the project to the Zoning Board of Appeals.

**3. Staff Updates**

Kyle Pedicini, Economic Development Coordinator, stated that the Board of Selectmen would be meeting later in the evening to discuss a couple items the committee may be interested in. The first item is a letter drafted by the Town Planner on behalf of the Town seeking legislative action to help Yarmouth businesses make temporary changes to deal with the COVID-19 business climate. The other item Selectmen will be discussing is whether or not to allow events on town property this summer. It was explained that there has been interest from event organizers to utilize the Drive-In site this summer.

**4. Upcoming Meetings**

The next committee meeting will take place on June 11<sup>th</sup>.

**5. Adjourn**

On a motion from Mary Vilbon, seconded by Stephen O'Neil, the Committee voted 6-0 to adjourn at 5:36 pm. The vote was conducted by roll call and Stephen O'Neil, Ken Smith, Jack McCormack, Joanne Crowley, and Peter Smith all voted to approve.

**Documents provided:**

- a. Agenda for the meeting
- b. TRPF Budget

Respectfully Submitted,  
Kyle Pedicini, Community Development Office