

# Town of Yarmouth

Per M.G.L.: All town and school boards, committees, commissions, and authorities shall post a notice of every meeting at least 48 hours prior to such meeting, excluding Saturdays, Sundays, and legal holidays. Notice shall contain a listing of topics/agenda that the chair reasonably anticipates will be discussed at the meeting.

## Notice of Meeting

Name of committee, board, etc:	<b>Community &amp; Economic Development Committee (CEDC)</b>
Date of Meeting:	<b>June 25, 2019</b>
Time:	<b>4:30 p.m.</b>
Place:	<b>Room A Yarmouth Town Hall 1146 Route 28 South Yarmouth, MA 02664</b>

### Agenda

1. Tourism Revenue Preservation Fund
  - o Budget/Votes
  - o Marketing RFP – Possible Vote
  - o Banner Project – Possible Vote
2. Committee Member Updates
3. Staff Updates
  - o Water Resource Advisory Committee Update
  - o Fencing Project
  - o Textile Box Project
  - o Opportunity Zone Academy
  - o Mass Development Collaborative Workspace RFP
4. Minutes for Review
  - o June 10, 2019
5. Upcoming Meetings
  - o July 8, 2019
6. Adjourn

YARMOUTH TOWN CLERK  
'19JUN20AM9:35 REC

Posted By (Name):	Kyle Pedicini
Signature:	<i>Kyle Pedicini</i>

*Copies of documents and other exhibits listed here may be found in the Department of Community Development at Yarmouth Town Hall.*





# Order Confirmation

Date	Estimate #
2/6/2019	14632

<b>Bill To</b>
Yarmouth Chamber of Commerce Mary Vilbon 424 Route 28 West Yarmouth, MA 02673

<b>Ship To</b>
Yarmouth Chamber of Commerce Mary Vilbon 424 Route 28 West Yarmouth, MA 02673 (508) 778-1008

P.O. No.	Terms	Need By	Rep
	Net	3/1/2019	MD

Description	Qty	Rate	Total
Qty: (7) Digital Banners Custom (Boat)- 28"x 60"; ;Mainstreet Fabric: 2-sides; 3.25"pockets top & bottom; 4 grommets; Clear Coat	7	148.00	1,036.00T
Qty: (8) Digital Banners Custom (Beach)- 28"x 60"; ;Mainstreet Fabric: 2-sides; 3.25"pockets top & bottom; 4 grommets; Clear Coat	8	148.00	1,184.00T
Qty: (15) 30" Spring Load Bracket System	15	130.00	1,950.00T
Shipping and Handling	1	105.21	105.21
Customer is responsible for noting any damage, perceived damage, or missing items at the time of delivery - clearly detailing on the delivery receipt from the carrier. You must immediately notify Downtown Decorations within 24 hrs. of delivery at (877) 369-6332. If the shipping cartons appear damaged, immediately open the cartons to inspect the contents to check for damage while the driver is on premises. DO NOT REFUSE THE SHIPMENT. Downtown Decorations is not liable for damage or missing items not noted on the delivery receipt.		0.00	0.00T
Pricing subject to change after 30 days		0.00	0.00T

Please sign and return to execute order	<b>Subtotal</b>	\$4,275.21
Payment methods accepted are Visa and MasterCard. Downtown Decorations, Inc. will impose a 3% surcharge on all credit card amounts of \$3,000.00 or more.	<b>Sales Tax (0.0%)</b>	\$0.00
	<b>Total</b>	\$4,275.21

Signature & Date \_\_\_\_\_

Phone #	Fax #	E-mail	Web Site
877-369-6332	315-432-1948	clarosa@downtowndecorations.com	www.downtowndecorations.com



Simple Signs of Cape Cod, Inc.  
 650 Rt 28  
 West Yarmouth, MA 02673  
 (508) 778-0536  
 info@simplesigns1.com  
 simplesigns1.com

# ESTIMATE

**ADDRESS**

Kyle Pedicini  
 Town Of Yarmouth Economic  
 Development

ESTIMATE # 2681

DATE 06/19/2019

DATE	ACTIVITY	QTY	RATE	AMOUNT
06/19/2019	<b>AFP 2436 W</b> Install BannerSaver banner brackets on poles in town. Per Pole price. This price is for the installation All manufacturers install procedures and specs will be followed (Includes installation of banner if it is installed at same time)	1	325.00	325.00
06/19/2019	<b>AFP 2436 W</b> Removal of 1 banner Installation of 1 banner or Removal and Installation of 1 banner (change out)  Any single event of the above on any single pole  * The initial Banner install is included in line item 1 providing that the banner is installed at the same time that the BannerSaver bracket is installed	1	225.00	225.00

50% Deposit is due upon acceptance of this estimate.  
 Balance due upon completion.  
 You signature is required for acceptance.

**TOTAL**

**\$550.00**

X \_\_\_\_\_

Date: \_\_\_\_\_

This estimate is good for 30 days.

Signature: \_\_\_\_\_



## Pedicini, Kyle

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**From:** Pedicini, Kyle  
**Sent:** Monday, June 17, 2019 9:07 AM  
**To:** 'oliver02675@comcast.net'  
**Cc:** Greene, Karen; Court, Dick  
**Subject:** RE: Fence on Yarmouth Port Common (or Green)

Hello Mr. Oliver,

First off, thank you very much for all of your efforts over the past two years to repair/maintain the fencing along the Route 6A Common. It is selfless volunteerism like this that makes our community such a wonderful place to live in.

After speaking with Dick Court (the town's Facilities Manager) regarding the Route 6A Common fence situation, he appears to have a possible solution in mind. When Reliable Fence Co replaced the front section of fencing at the Common, they left the existing posts and rails on site for Mr. Court's re-use. The plan is to paint/refurbish those posts and rails to use for replacing the remaining rough patches of fencing at that location. If there are any remaining sections in poor condition after this process is finished, we will contact Reliable Fence Co to request a quote to complete the repair/restoration work.

Please let me know if you have any questions.

Have a great week,  
Kyle Pedicini

---

Kyle Pedicini  
Economic Development Coordinator  
Town of Yarmouth  
1146 Route 28  
South Yarmouth, MA 02664-4492  
(508) 398-2231 Ext 1653

**From:** Greene, Karen  
**Sent:** Thursday, June 13, 2019 3:39 PM  
**To:** 'DUNCAN OLIVER' <oliver02675@comcast.net>  
**Cc:** Pedicini, Kyle <KPedicini@yarmouth.ma.us>  
**Subject:** RE: Fence on Yarmouth Port Common (or Green)

Hi Duncan-

Thanks for the note. We will look into getting an estimate from Reliable Fence and forward to the CEDC for their consideration as a Tourism Fund project. Thanks for taking care of the fence over the years. It's an iconic spot and it needs to look good.

We'll keep you posted and apprised of any CEDC meetings.

Regards,  
Karen

Karen M. Greene, Director of Community Development  
Town of Yarmouth  
[kgreene@yarmouth.ma.us](mailto:kgreene@yarmouth.ma.us)  
508-398-2231 x1278

**From:** DUNCAN OLIVER [<mailto:oliver02675@comcast.net>]  
**Sent:** Thursday, June 13, 2019 3:19 PM  
**To:** Greene, Karen <[KGreene@yarmouth.ma.us](mailto:KGreene@yarmouth.ma.us)>  
**Subject:** Fence on Yarmouth Port Common (or Green)

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I was pleased to see that Reliable Fence had replaced the fence along 6A, but hadn't done the other three sides. I found out that the other three aren't scheduled to be replaced and that's sad.

For the past two years, I've taken on the task of putting the rotting rails back when they've fallen as well as shoring up the posts that hold them. I was able to make it look better, but the fixes weren't long term or safe. One section in the northwest corner was replaced by an insurance company after a car ran into it and I talked them into giving me some extra poles and rails. I've used these, but there is no longer any way to keep the fence up, or together.

I created the passage across from the New Church when one of the rails broke there. I figured I could use the other rail elsewhere. It didn't look too bad without that section and I filled in the holes in the post with foam so it would look better.

The fence is now a danger as people sit on it and the rails fall. If you take the fence out, cars will park on the common, and after a rain get stuck in it. So, it's a catch 22. I wish the town would find a way to get it repaired so it's safe and sturdy. It isn't either right now, and I can no longer keep up the repairs to make it look OK to the person driving by. It used to be a couple of rails a week; now it's an every day proposition and I'm not up to it.

Thanks for understanding

Duncan Oliver



# Town of Yarmouth Massachusetts

Published by Yarmouth Economic Development  
Coordinator [?] · June 20 at 10:27 AM · 🌐

👍 Like Page ...

The Community and Economic Development Committee (CEDC) recently invested in a physical improvement project to replace fencing at various locations in Town. The project is intended to improve Town aesthetics and to make Yarmouth a more desirable place to visit.

For more information regarding the Yarmouth CEDC please visit:  
<https://www.yarmouth.ma.us/350/CED-Committee>



🌱 **Get More Likes, Comments and Shares**  
Boost this post for \$30 to reach up to 5,400 people.

881  
People Reached

188  
Engagements

**Boost Post**

👍 Kara Macro, Dadene Robert Gonet and 15 others      1 Comment 1 Share

👍 Like      💬 Comment      ➦ Share      🌐

Write a comment...      😄 📷 📄 😜

Most Relevant ▾

**Joe Glynn** BSU / State should pay for the fence at MacArthur/Simpson's-Sears field.

Like · Reply · Message · 4d

## Performance for Your Post

**881** People Reached

**19** Likes, Comments & Shares 🔍

**17** Likes      **17** On Post      **0** On Shares

**1** Comments      **1** On Post      **0** On Shares

**1** Shares      **1** On Post      **0** On Shares

**169** Post Clicks

**89** Photo Views      **4** Link Clicks      **76** Other Clicks 🔍

### NEGATIVE FEEDBACK

**1** Hide Post      **0** Hide All Posts

**0** Report as Spam      **0** Unlike Page

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### Town of Yarmouth Massachusetts

Published by Yarmouth Economic Development  
Coordinator · June 11 at 3:58 PM · 🌐

👍 Like Page ...

The Community and Economic Development Committee (CEDC) recently invested in a physical improvement project at the Drive-In site. A wood chip pile on the site has been removed, the area has been hydro seeded, and a large rock pile has been moved to the side of the site. The resulting improvements will make the site into a more usable venue for future events in Town.

Check out the upcoming Yarmouth Country Fest, which will take place at this location on July 20-21.



🟢 **Get More Likes, Comments and Shares**  
Boost this post for \$30 to reach up to 5,400 people.

1,535  
People Reached

285  
Engagements

**Boost Post**

👤 Pat Moriarty Fragaszy, Joe Mc Clure and 23 others · 2 Comments · 4 Shares

👍 Like    💬 Comment    ➦ Share    🌐

Write a comment... 😊 📷 📄 🗨️

Most Relevant ▾

**Bud Nugent** Looking forward to all the great things that this property will be used for!  
Like · Reply · Message · 1w    👍 2

**Matthew Lacrosse** Avoid doing any real improvements. Like all the basements flooding in the Presidents neighborhoods!  
Like · Reply · Message · 1w

### Performance for Your Post

1,535 People Reached

44 Likes, Comments & Shares 📊

35 Likes    25 On Post    10 On Shares

5 Comments    4 On Post    1 On Shares

4 Shares    4 On Post    0 On Shares

241 Post Clicks

90 Photo Views    2 Link Clicks    149 Other Clicks 📊

#### NEGATIVE FEEDBACK

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0 Report as Spam    0 Unlike Page

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**Collaborative Workspace Program  
SEED GRANT APPLICATION**

Please fill out all appropriate sections of the application prior to submission. Completed proposals, including this application and all required attachments, must be submitted electronically to [cowork@massdevelopment.com](mailto:cowork@massdevelopment.com) no later than 5:00 p.m. on July 12, 2019. Submission of an application automatically includes a certification as to the veracity and accuracy of the information submitted.

**ORGANIZATION INFORMATION****Contact Information**

What is the name of the intended grant recipient? *Recipient **must** be a corporation, LLC, LLP, or other form of business organization. Please note any fiscal agent relationships*

What is the NAME AND ADDRESS (or proposed address) of the Collaborative Space?

Main Contact  Role/Title   
Mailing Address  City  State  Zip Code   
Telephone  Email  Website   
NAICS Code

**Space and Applicant Details**

Grant Amount Requested \$

Brief Description of how the grant will be used

BRIEFLY – How do you describe your space to others?

Is the collaborative space:  Proposed/New  Existing If existing, how long has the space been operating?

Is the collaborative workspace best described as a coworking space, maker space, arts-related space, commercial kitchen or other? Please describe:

Is the applicant:  Nonprofit  For-Profit  Public  Other:

***The recipient must be incorporated or registered with the Secretary of State's Office. Please attach documentation evidencing that status. Please attach any articles of organization, or partnership documents that will assist the reviewer in determining what business structure that the collaborative workspace is currently operating under.***

Is the applicant:  The collaborative workspace operator  The building owner  Other:

Please describe your level of site control

**Municipal Letter of Support**

Please include a letter of support from the municipality in which you operate. The letter should outline how the municipal leadership considers this project as part of the economic development strategy for the community. Letter is attached (check)  Yes  No

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## 1. CLARITY, PURPOSE AND USERS OF THE SPACE

### Space Functionality and Users

**Describe Purpose and Functionality:** What are the proposed purpose, functions and activities for this space?

**Describe Potential Users:** Please describe any existing or target members and why the proposed space is appropriate for their needs?

**Diversity of Users:** How does your space support people underserved in the innovation community? Specifically those from diverse backgrounds, economically distressed backgrounds or other communities of need.

**Connection to New Users:** Please describe the activities that you and your team have undertaken to prove that this community is interested in this space concept?

**Operator's Connection to Users:** Please describe how the applicant/operators are connected to this particular user group. Why are you the right people to run this space?

**Number of New Users:** How many untapped potential users do you see in your community?

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## 2. ECOSYSTEM ANALYSIS AND PARTNERSHIPS

### Local and Regional Ecosystem

**Ecosystem Description:** Please describe the innovation ecosystem in the community in which the collaborative space operates or plans to operate. Please include relevant groups, industries, organizations and individuals.

**Relation to the Ecosystem:** How does your space fit into this ecosystem? Citing specific examples of other spaces, please describe how your space is complementary to, rather than duplicative of, other coworking spaces in the ecosystem.

**Partnerships:** What partnerships has your organization formed to align with this ecosystem? If none, what partnerships do you plan to form to align with this ecosystem?

Check box if letters of support from key partners are attached to this application (required).

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### 3. GOALS OF THE PROJECT

Brief description of the goals of the project:

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### 4. ECONOMIC IMPACT

How will this project result in economic growth, entrepreneurial activity, job creation and business growth in your community?

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### 5. PROJECT EXECUTION

#### Seed Grant

Provide detailed pre-development uses and costs; please summarize any discussions or attach any estimates with potential contractors and vendors regarding project scope and budget.

#### Timeline

Please explain how the funds will be used between September, 2019 and June 30, 2020.

#### Other State or quasi-public funding

Please list any other state or quasi-public funding that the space has **applied for or received** within the past five (5) years. Please specify the agency, the amount, the status of the request and the use of funds.

#### Budget

**Please attach project budget, as well as the operating budget for the space's current fiscal year and its most recent income statement and balance sheet, if available. If the space is not yet operational, attach a pro forma operating budget for the first year of operation. PLEASE DETAIL THE AVAILABILITY AND PLAN TO SECURE OPERATING FUNDS FOR THE CURRENT FISCAL YEAR.**

Check box if budgets, project and financial statements, are attached to this application.

#### Grant Match

Total Amount:	<input type="text" value="\$"/>
Funds Raised (Cash) Amount:	<input type="text" value="\$"/>
Rent Discount Amount:	<input type="text" value="\$"/>
Donated Equipment or Materials Amount:	<input type="text" value="\$"/>
Other:	<input type="text" value="\$"/>

Check box if all commitment letters, signed leases, or bank statements are attached to this application.

Note: Any matching monies in the form of rent discounts must be documented with a signed lease, a letter from the landlord amending a signed lease verifying the discount, or rent comps that verify the value of the match subsidy.

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**CERTIFICATION**

By submitting this application, the applicant hereby certifies that to the best of his/her knowledge, the information contained herein, including any attachments hereto, are true and complete and accurately describe the applicant and the proposed project.

Applicant Name

Title

Signature of Authorized  
Representative

Date

**Pedicini, Kyle**

---

**From:** Cape Cod Commission <info@capecodcommission.org>  
**Sent:** Thursday, June 20, 2019 3:40 PM  
**To:** Pedicini, Kyle  
**Subject:** OneCape Registration Open, Speaker Announcement

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## OneCape Registration Open

Visit the [OneCape website](#) to register

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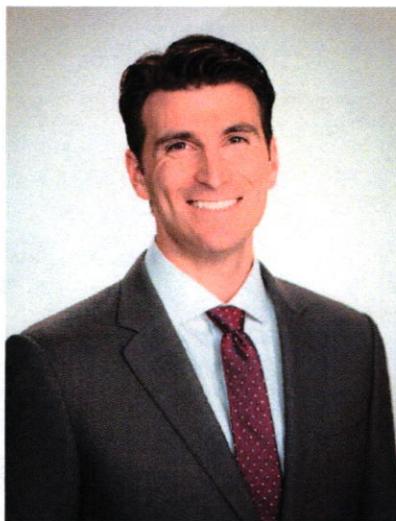
Two members of the Governor's Cabinet and one of Boston's leading meteorologists are among the featured speakers for the 2019 OneCape Summit, to be held at the Wequassett Resort in Harwich on July 29 and 30.

Hosted annually by the Cape Cod Commission, OneCape is a region-wide forum focused on the Cape's unique environment and economy. It brings together more than 300 local elected leaders, municipal staff and appointed board members, industry practitioners, community leaders, and activists to discuss shared issues, consider forward-looking solutions and hear from experts in their fields on a variety of regionally important topics. This year, OneCape will explore ongoing efforts to become a more resilient region.

Helping to kick off the first of the two-day summit, focusing on the environment, are Massachusetts Energy and Environmental Affairs Secretary **Kathleen Theoharides** and CBS Boston Chief Meteorologist **Eric Fisher**. Secretary of Housing and Economic Development **Mike Kennealy** leads off the second day, which focuses on the economy.

For more information and to register please visit [onecape.capecodcommission.org](http://onecape.capecodcommission.org).

## Eric Fisher



Mr. Fisher says there are few places on earth that produce weather like his native New England, which offers blockbuster snowstorms, hurricanes, tornadoes, heat waves, frigid cold snaps and dramatic seasonal shifts. Prior to joining WBZ-TV News, he had a front row seat to some of the nation's most extreme weather events reporting for The Weather Channel, NBC Nightly News, TODAY and MSNBC.

Among the most notable events Fisher reported from are the Moore, Oklahoma tornado in 2013; the 2011 tornado Super Outbreak; Hurricanes Sandy, Irene, and Isaac; and the massive blizzards that essentially shut down New York City in December of 2010 and Boston in February of 2013.

As Chief Meteorologist for CBS Boston's WBZ-TV News, he anchors weather segments weeknights at 5 p.m., 6 p.m., and 11 p.m., as well as WBZ-TV News at 8PM on TV38 (WSBK-TV). He is also a frequent contributor the CBS News, often found reporting on breaking severe weather across the country on the CBS Evening News.

## Secretary Kathleen Theoharides



Secretary Theoharides is among the newest members of the Governors Cabinet, but has been with the Baker/Polito administration since 2016 when she was appointed Director of Climate and Global Warming Solutions in EEA. In this and subsequent roles, she guided the development and implementation of the Administration's efforts to safeguard Massachusetts from the impacts of climate change, support cities and towns, and coordinate efforts across state government to reduce emissions and adapt to the impacts of climate change.

Secretary Theoharides oversees the Commonwealth's six environmental, natural resource and energy regulatory agencies and chairs the Massachusetts Water Resources Authority, the Energy Facilities Siting Board, and the Massachusetts Clean Energy Center.

She received a B.A. in Ecology and Evolutionary Biology from Dartmouth College and Masters of Science in Ecology and Environmental Biology from University of Massachusetts-Boston.

## **Secretary Mike Kennealy**



As Secretary of Housing and Economic Development, Mike Kennealy is responsible for advancing the Baker-Polito Administration's agenda to create economic opportunity for residents, collaborative leadership in communities, an environment that supports

job creation and business growth, and new housing for residents through targeted investments.

In early 2015, Kennealy joined the Administration as Assistant Secretary for Business Growth. As Assistant Secretary, Kennealy played an integral role in advancing the administration's strategy for job creation and business development across the entire Commonwealth and provided leadership in key sectors, including serving as co-chair of the board of the Massachusetts Life Sciences Center.

Kennealy combines a successful track record in the private sector with a strong commitment to the public good. After his career in private equity, Kennealy spent two years as Special Advisor to the Receiver at Lawrence Public Schools, where he worked with the state-appointed superintendent/receiver on strategic and financial initiatives to support the school district's turnaround plan.

He has served on the Board of Trustees of St. John's Prep in Danvers since 2009 and currently serves as Chairman, and he serves on the Board of Visitors for The Nelson A. Rockefeller Center for Public Policy and the Social Sciences at Dartmouth College. Kennealy received a A.B. in Government from Dartmouth College and an M.B.A. from Harvard Business School.



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On xx, on a motion by xx, seconded by xx, the committee voted xx to approve these minutes.

## Town of Yarmouth

### MINUTES OF THE COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE MEETING OF June 10, 2019

The Yarmouth Community & Economic Development Committee held a Business Meeting at 4:30 p.m. on Monday, June 10, 2019 at the Yarmouth Town Hall, Room A, located at 1146 Route 28, South Yarmouth, MA.

**Committee Members Present:** Jack McCormack, Ryan Castle, Peter Smith, Stephen O'Neil, Mary Vilbon

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

The meeting was opened by Peter Smith at 4:34 pm

#### **1. Tourism Revenue Preservation Fund**

Karen Greene, Director of Community Development, presented the Tourism Revenue Preservation Fund budget to the committee. She explained that the Tourism Funds voted at Town Meeting totaled \$387,842.00 for FY20. Ms. Greene also explained that \$77,568.40 must be allocated to physical improvements and that \$25,000.00 has been allocated for personal services, \$100.00 has been allocated for legal ads, and \$500.00 have been allocated for supplies leaving a total of \$284,673.60 unallocated.

Kyle Pedicini, Economic Development Coordinator, presented a request for funding for a banner installation project. He indicated that one company responded to the Town's recent RFQ for banner installation and the quote came in at \$5,795. Committee members asked if this quote was for the whole year and Mr. Pedicini responded that it was only for one season. Committee members agreed to obtain a more detailed cost breakdown from the sign contractor before taking a vote on the project. It was also noted that the banner project would have to go before the Board of selectmen at some point for their approval.

Mr. Pedicini also presented a request for funding for a new community information board. A mockup design of the board was presented to the Committee and it was decided that the Town's logo would be used on a blue header. The Committee also decided to change the subtext of the community information board to read 'PRESENTED BY THE YARMOUTH TOURISM FUND AND THE ROTARY CLUB'. It was noted that the Yarmouth Rotary Club would be donating \$5,000.00 towards the cost of the sign and that the donation request would have to be put on a future Board of Selectmen Consent Agenda.

**On xx, on a motion by xx, seconded by xx, the committee voted xx to approve these minutes.**

**Vote:** On a motion from Stephen O’Neil, seconded by Ryan Castle, the Committee voted to use the Town’s logo on the header of the community information board and to have the header be blue, by a vote of 5-0.

**Vote:** On a motion from Ryan Castle, seconded by Mary Vilbon, the Committee voted to change the subtext of the community information board’s header to read ‘PRESENTED BY THE YARMOUTH TOURISM FUND AND THE ROTARY CLUB’, by a vote of 5-0.

**Vote:** On a motion from Ryan Castle, seconded by Stephen O’Neil, the Committee voted to approve up to \$20,250.00 in funding for the community information board project (from public improvement expense funds), by a vote of 5-0.

**2. Committee Member Updates**

Jack McCormack updated the Committee on recent Cape Cod Commission business. He explained that the Commission recently published the final draft of the Comprehensive Economic Development Strategy for all of Cape Cod.

**3. Staff Updates**

Kyle Pedicini updated the Committee on various items. He informed the Committee that the Fencing project was close to being completed. Chairman Peter Smith commented that the new fence along on the Route 6A Common is missing an opening that was previously there. Mr. Pedicini indicated that he would look into that issue. The Committee was also informed that the Town of Yarmouth was recently awarded a Technical Assistance Grant to attend the Opportunity Zone (OZ) Academy. The OZ Academy will equip town staff with the skill/tools needed to help attract Opportunity Fund investments in Yarmouth.

**4. Minutes for Review**

The Committee reviewed draft minutes from their meeting on May 13, 2019.

**Vote:** On a motion from Ryan Castle, seconded by Stephen O’Neil, the Committee approved the minutes for May 13, 2019 by a vote of 5-0.

Mary Vilbon left the meeting room at 5:49 pm

**5. Marketing RFP**

Karen Greene explained that the town received five responses to its Marketing RFP and interviewed two applicants. The prices have been opening and the interviews have been rated but a recommendation to the Town Administrator (who awards the contract) has not yet been made. Ms. Greene explained that last year \$150,000.00 was allocated to the Town’s marketing contract. In addition to that figure, \$30,000.00 was awarded to the Chamber of Commerce for the administration of the Sand Sculpture Trail. The new marketing contract will be for 18 months as opposed to 12 months so Ms. Greene requested to be approved for up to \$270,000.00 (\$150k+ \$30k = \$180k x 1.5 = \$270k) for marketing.

**On xx, on a motion by xx, seconded by xx, the committee voted xx to approve these minutes.**

**Vote:** On a motion from Ryan Castle, seconded by Stephen O'Neil, the Committee approved up to \$270,000.00 from *unallocated* funds in the Tourism Preservation Fund to *marketing*, by a vote of 5-0.

**6. Adjourn**

On a motion from Ryan Castle, seconded by Stephen O'Neil, the Committee voted 4-0 to adjourn at 6:19 pm.

**7. Documents provided:**

- a. Agenda for the meeting
- b. TRPF Budget Update
- c. Banner RFQ Information
- d. Community Information Board RFQ Information
- e. Draft Minutes from CEDC meeting on May 13, 2019

Respectfully Submitted,  
Kyle Pedicini, Community Development Office