

**Planning and Development Committee  
Minutes of July 20, 2011  
6:00 PM  
Hampden Council Chambers - Town Office**

**Attendees:** Tom Brann, Chair  
Janet Hughes  
Jean Lawlis  
William Shakespeare  
Kristen Hornbrook

**Staff:**  
Robert Osborne  
Dean Bennett  
Kurt Mathies

**1. Approval of July 6, 2011 Minutes**

Approved by Majority

**2. Committee Interviews**

There were no interviews scheduled.

**3. Old Business**

a. Business Park Priorities Discussion (Ongoing)

Committee discussed options with regard to the future of the business and commerce park. Consideration was given to acquiring quantity estimates in order to determine projected costs of second phase development; marketing and advertising of the park, whole or in part; and historical perspective of park funding.

**Committee Action:** The Committee requested that the Economic Development Director contact the two interested real estate firms that responded to the previously issued RFQ and request of them a proposal which would result in an exclusive contract for the sale of the individual front lots and the phase two parcel; proposed commission percentage; and description of approach to marketing of park.

b. Hampden Academy Reuse (Ongoing)

Committee discussed the status of the schools park redevelopment plan and the long term implications on the citizens/taxpayers of Hampden.

**Committee Action:** The Committee requested that the Town Planner and Economic Development Director draft a "Position Statement" on which to develop an RFP for the development and reuse of the property based on the original citizen's concept plan developed by WBRC.

c. Recreation/Business Plan for Skeeihan Center (Ongoing)  
Kurt Mathies, Recreation Director

The Recreation Director requested clarification as to the intent of the Committee's previous request with regard to the preparation of a Recreation Plan and/or Business Plan. Recreation Director indicated that it is the desire of the Recreation Committee and a large number of recreation participants, based on his direct conversations, that the community explore the opportunity for a Recreation Facility with consideration given to the viability of the Skeeihan Center.

**Committee Action:** The Committee recommended that the Recreation Director draft a 10 year Recreation Plan which addresses the future recreational needs of the community. Upon completion of the plan, the need for a Recreation Facility could then be evaluated and determined.

d. Sign Ordinance Discussion (Ongoing)

The Economic Development Director presented the Town of Gorham's sign provision's which presents sign design and standards in graphic form. He suggested that the Committee may want to consider incorporating this technique into the future Sign Ordinance as it appears easy to understand and may articulate the requirements in a more straightforward way than the current provisions.

The Town Planner advised the Committee that there are many other components and provisions that will need to be addressed such as location, lighting etc., not addressed in the Gorham example presented.

**Committee Action:** Committee requested that the Town Planner and Economic Development Director continue drafting the sign ordinance with incorporation of Gorham's example, further requesting that the link to this document be forwarded to the Committee as they continue to review drafts presented by staff.

**4. New Business:**

a. Discussion of Land Offered to Town

Chairman Brann reflected on the past practices of the town with regard to gifts of land to the town, citing the example/opportunity presented with a property along the Patterson Road, currently offered. The potential use/value of the property was discussed should the town accept ownership of the property.

**Committee Action:** Committee Chairman Brann will discuss with Town Manager Lessard the exploration of options for potential future acquisition.

b. Billington, LLC Subdivision Open Space  
Town Planner Bob Osborne

Committee reviewed the map of the proposed open space as presented by Jim Kiser on behalf of Billington LLC along with the accompanying draft easement document.

**Committee Action:** The Committee seeks clarification of aspect of the draft easement and asked Mr. Kiser to explore the Committee suggestions and, if possible, return amendment document at the next meeting.

c. TIF Guidelines Amendment/Clarification

Economic Development Director advised the Committee that he will be working with Tom Russell on proposed amendments to the towns TIF Guidelines. Areas identified that need updating are references to an Economic Development Committee; the negotiation authority of staff; and current limitation of TIF terms and allowances.

d. Bangor Region Development Alliance

Tabled Discussion

e. Economic Development Marketing/Advertising

The Economic Development Director presented the need for a community to market its differential advantages to the region and state along with the potential and apparent benefits. Further explaining that economic development practices have changed over the years and that it is imperative that potential developers understand your willingness for development; the community's ability to be flexible and timely; and in his opinion, one of the primary functions of an Economic Development Department is the marketing and advertising community's differential advantages and failure to do so, in his opinion, is completely contrary to the last four years of the strategic direction of the Economic Development Department.

**5. Public Comments**

**6. Committee Member Comments**

**7. Adjourn**