

AGENDA

SOUTHERN MAINE PLANNING AND DEVELOPMENT COMMISSION

EXECUTIVE COMMITTEE

April 24th, 2025

9:00 AM - 10:30 AM

SMPDC Conference Room, Saco Island or

Join Zoom Meeting

<https://us02web.zoom.us/j/88278545380?pwd=6REljyRTcKtKGRa77DfNmTiHp06Lad.1>

Meeting ID: 882 7854 5380

Passcode: 465987

1. Minutes of the March 27th meeting (Chair)

The minutes for the meetings are enclosed.

Move to accept the minutes of the March 27th Executive Committee Meeting.

2. Executive Director Report (Stephanie)

Staff Changes

We are in the process of scheduling second interviews for our new Senior Planner position in the Sustainability and Resilience Division. We hope to move forward with a hire in the next few weeks.

Annual Meeting Update

This year SMPDC's annual meeting will be held on **Wednesday evening, June 11th**, with the venue yet to be confirmed. In addition to highlighting how we have evolved through the changes of the last year, we will provide a spotlight presentation and workshop related to SMPDC's work on the Southern Maine Energy Resilience Plan, a project funded through EDA's Disaster Recovery Program. It's a classic example of what we do best as an organization, bringing together local municipalities, state energy office staff, industrial and commercial businesses, utility providers, and critical service providers to identify energy reliability challenges and propose solutions through increased cooperation and partnership.

Board membership

Stephanie will provide an update on our efforts to fill the remaining vacant board position. A candidate will be presented for appointment at our May meeting, along with the full slate of officers and Committee members to present to the General Assembly at the Annual meeting.

No Action-For Information Only

3. Treasurer's Report (Randy)

There are a few items for the Treasurer's report.

We have included:

1. The accounting "dashboard" for March 2025.
2. The most recent Financial Statement from QuickBooks
3. The most recent loan activity and info

Move to accept the most recent financial reports.

4. Brownfields Loan Application- 2 York Street, Biddeford (Building 30) (Raegan)

This month, SMPDC received a new loan application from Reveler Development for \$750,000 in EPA Brownfields RLF funding for the clean up and remediation of hazardous building materials and soil management at 2 York Street in Biddeford. This building, also known as Building 30, or the Counting House, was previously part of the Pepperell Mill campus. It's a medium sized historic brick building, with various chemicals found in the plaster compounds, window openings, and soil. Reveler is proposing to build 11 apartments in the structure, which are intended to target the workforce housing market.

The RLF Committee will meet on Tuesday 4/22 and we will provide the recommendation of the committee when it is available.

We have lent to the Reveler Development team before, with the 30 Upper Falls Biddeford commercial project, and the Riverdam Mill housing in Biddeford. Both loans progressed normally, and we have had no problems leading to them in the past.

Move to accept the recommendation of the SMPDC RLF Committee for the 2 York Street, Biddeford EPA RLF Loan application.

5. Strategic Plan Update- Vision, Mission Values (Steph/Raegan)

Stephanie and Raegan will provide an update on the next steps for the strategic planning process, and present the most recent version of our organizational Mission, Vision, and Values. Members of the Committee are encouraged to provide any additional thoughts or feedback on this document at the meeting.

6. Next Meeting date- May 22nd 9-10:30am