

Town of Waterboro

20/20 Master Planning Committee

Minutes

October 6, 2010, Waterboro Central Fire Station

Call to order at 6 pm by Tom Ursia, Town Planner.

Present: Bob Powers, Roger Macomber, Sandi Binette, Todd Abbott, Jack Seery, Kent Whitten and Steve Eveld.

Review & Accept Agenda: Motion to approve by Jack, seconded by Roger. Voted, passed.

Minutes: Tom made a clarification amendment to the Village Planning Chapter under Future Business. Roger made the motion to accept the minutes of September 8, 2010 as amended. Bob seconded. Voted, passed.

Guests: None in attendance.

Announcements:

Words of Wisdom: Dianne Holden spoke on the Waterborough Historical Society's meeting on October 7, 2010 at the Grange Hall which will include a program entitled "The Villages of Waterborough".

Words of Wisdom presenter for the 20/20 November meeting will be Kent Whitten.

Tom discussed the 20/20 meeting dates & times as it conflicts with Planning Board meetings, which he has to attend. Committee felt the 1st. Wednesday of the month is working for everyone, and are willing to meet earlier so that Tom can attend the Planning Board meetings.

NEW BUSINESS:

Comments/feedback from attending citizens: None.

CIP Plan – Draft project details & description: Tom estimates that no less than \$100,000.00 is needed to do the entire Comprehensive Plan, minus the Energy Chapter. FY11 budget in \$60 to \$75,000. range. FY12 budget in \$25 to \$40,000. range. Discussion of CIP Budget vs. Operating Budget and process. A Subcommittee was formed to report at the November meeting on a Operating Budget line items – members: Todd, Steve and Kent.

Village Planning Chapter - Funding strategy & Timelines: When looking for funding through foundations, the foundation's guidelines would have to be followed. Tom will continue to look for funding. Possibility of hiring graduate students to help, which could be part of their portfolio. Harvard would be in the \$20,000. range and Conway Schools in the \$12,000. range vs. hiring professionals. Harvard has more technology, but a lot of things we don't have use for. Tom will bring a proposal from the Dean of Conway Schools to the next meeting, along with a list of projects/prior work.

Debrief of Senior Citizen Visioning Session held September 23, 2010: Jack reported that the best portion of the Session was after dinner when only those people who wanted to participate stayed and a lot of conversation was generated. Steve felt that a PA system would have been beneficial. Sandi felt the session went well overall. Noted that the Committee attended the seniors scheduled social event, they didn't voluntarily come to a Committee's session. The Committee should be looking at what the seniors don't have, such as transportation and places to socialize, etc. Bob felt the Session was worthwhile. Feels the important information gathered is the list of Miscellaneous Questions and commended Jack for the job he did. Bob to call Mr. & Mrs. Ed Doggett and thank them for their input and encourage them to attend the General Visioning Session as well as the Committee's future meetings.

Strategic Communications:

Townpeople & Town Committee/Boards (handout): Public communication is essential. Dave Lowe, IT Tech has been busy and so there is nothing to report as yet. Agreed to have pictures and news releases for the Visioning Sessions be sent to the local newspapers. Bob to write article on Senior Session. Dianne will forward with pictures to media. Agreed that after Visioning Sessions are held, add a title page to the information gathered and electronically send to Board of Selectmen; Pam Witman, Selectmen's Secretary and Nancy Brandt, Town Administrator.

Set briefing date for all Town Committees on 20/20 work plan and their input: Agreed to start in January, 2011 meeting with the Planning Board, Economic Development Committee and other Town Committees. Discussion on a group meeting vs. individual committee meetings and inviting them to attend the 20/20 committee meeting vs. attend their committee meetings. Bob suggests that the Town Committees be invited to attend the November 12th. General Visioning Session. Jack stated that it would be a good time to engage with the citizens of Waterboro. Dianne to get mailing labels from Selectmen's Secretary. Tom will discuss with Chairman of the Board of Selectmen, TammyJo Girard and the Town Administrator about a letter being sent to each elected and appointed official and employees of the Town of Waterboro. The communication will include information about the 20/20 Committee's work, the Visioning Sessions and an invitation to come to our meetings and in January, 20/20 will meet with their committee. Todd noted that there should be feedback to those attending and Tom stated that the committee should start a data bank of e-mail addresses. Dianne to make up a sign-in sheet for each session and meeting the 20/20 Committee holds.

OLD BUSINESS:

Visioning Sessions, Subcommittee: Sandi, Tom, Jack & Kent

Young Adults Visioning Session – needs to be structured, less than 1 hour and will be done during school time.

General Visioning Session: Tom is not available on November 12 and members felt that it is vital that he attends and be the facilitator. Agreed to change to a January date. Bob to work out a Friday date with the Principal of the Middle School, with a storm date of the next day. Subcommittee's assignment: construct 1 or 2 'central questions' for participants.

FUTURE BUSINESS:

November 3, 2010 Agenda Items:

- Discuss & vote on 20/20 Operating Budget Request
- Discuss meeting date and time
- Village Planning Chapter
- Young Adult Visioning Session – Refine
- Briefing Date – Town Committees
- General Visioning Session – Reschedule to January, 2011

Next Meeting: November 3 – 6 PM – Central Fire Station

Adjournment: Jack made the motion to adjourn at 8:20 pm. Todd seconded. Voted, passed.

Respectfully submitted,


Dianne Holden
Committee Secretary