

Town of Waterboro  
**20/20 Master Planning Committee**

Minutes

August 12, 2013 – 5:15 PM – Central Fire Station

**Call to Order:** 5:15 PM by Chair, Tom Ursia

Present: Bob Powers, Tom Ursia, Dave Barker, Dianne Holden, Todd Abbott, Tim Neill, Judi Carll, Andy Cote, Mesha Quinn and Sel. Dave Woodsome. Absent: Roger Macomber. Guest: Tina Smith.

**Review & Accept Agenda:** Todd made the motion to add to the agenda a discussion on meeting dates for the remainder of 2013. Tim seconded. Voted, passed.

**Minutes:** Andy made the motion to accept the minutes of July 15, 2013 as written. Dave B. seconded. Voted, passed.

**Announcements:** The Committee welcomed Mesha Quinn as a new member.

Bob reported that he had met with Gary Lamb, Town Adm. and Gary is very interested in the work the 20/20 is doing and will attend some of our meetings.

**Correspondence:** None.

**New Business:**

Discuss/build consensus on East Waterboro Village Zoning & Business Park Planning: joint meeting of the members of the Waterboro Planning Board, the Waterboro Water District and the 20/20 Master Planning Committee – The Planning Board needs better communication between them and the 20/20 committee, especially in the East Waterboro Village Zone and clarity as to what the 20/20 would like done with the Town and Malone parcels. Tom stated that the current zoning ordinance is not commercial driven, we need initiative, incentive, progressive business zoning. Andy felt that we should be looking at the General Purpose (GP) Zoning which is more commercial than residential. It was noted that a village on Public Water can create small lots for residential properties. It was suggested that the Town's and Malone's lots should be rezoned to GP and that the Town should purchase Malone's property. At the least, that the Town needs to lock up the rights of first refusal on the Malone property. Discussion of lot sizes in Village, GP, AR and state home rule zoning in regards to corporate/industrial parks. Tom would like to come up with a new zone for a business park only. Also discussed was the gravel deposits on the Town property and the fact that the

Planning Board would be the one to decide on zoning issues. A consensus vote was taken and all were in agreement that the site including the Town's property, on Bennett Hill Road, with linkage to Route 5 is a good location for a business park.

Andy made the motion that the 20/20 Committee advise the Board of Selectmen that the 20/20 would like to see the Town pursue discussions with Mr. Malone in regards to obtaining his property and would like to see the property rezoned along with the Town's Bennett Hill Road property as a business/corporate park with a new type of zoning or overlay. Dave B. seconded. Voted, passed.

Todd made a motion that Tom draft a letter to the Board and the Town Administrator from the 20/20 Committee in regards to options and negotiation discussions of the Malone property. Bob seconded. Voted, passed.

Discuss/vote on Chair or Chair people for period of August, 2013 thru June, 2014: Bob reported that the Town Administrator feels that staff members should not be chairing a committee. Discussion. Andy made the motion to table any action until the September meeting. Dave B. seconded. Voted, passed.

Discuss cross communications with the new Town Administrator, Board of Selectmen and other Town Committee/Boards: It was suggested that a quarterly joint meeting of the Planning Board and 20/20 should be held. Tina, Planning Board Secretary, will discuss with the Planning Board, holding a joint workshop on November 20th.

Communications amongst the 20/20 membership –thoughts/guidelines: Tabled until the September meeting.

Status of Sewall GIS web hosting deployment and training session: Tom reported that a new 2-member team from Sewall Co. has been assigned to the 20/20. They are currently assembling and symbolizing all the requested Town data. Deployment of the online web viewer application should be completed by the end of August. In-house training has been tentatively scheduled for September 10<sup>th</sup>. from 8 am to 3 pm. CityMap training will be from 8-noon and the GPS training will be from 1-3. Tina, Mark (CEO), Dave W., Jerry, Todd and Tom have expressed interest. Anyone else interested should let Tom know. The Town will also have the free use of a GPS system unit for approximately a month. Work with it will focus on hydrant data capture for the creation of a hydrant location map layer for the Fire Department, Water District and Town Hall GIS.

Meeting dates for the remainder of 2013: Tom passed out a calendar and suggested schedule. All agreed to the following meeting dates: September 9, October 21, November 4 and December 2. All meetings will be held at Central Station at 5:15 PM.

**OLD BUSINESS:**

State Road curb cuts permits update: Tom reported that due to conflicting information he would suggest that the Board of Selectmen and Town Administrator meet with the top management of DOT from the Scarborough office. Dave W. will discuss with the Board.

Street Map update: Tom reported that it is on third base. They have gone thru three sets of revisions and he hopes to have the final draft to the Road Review Committee in a couple of weeks.

Committee members to report on status/progress on tasks and new volunteers for task assignments: Bob passed out the final draft for the Recreation Facilities Chapter. A few minor changes were made since our last meeting. Kerry D'Angelis produced the report with pictures and all agreed it was a nice presentation. Todd made the motion to accept the report. Tim seconded. Voted, passed.

Tom reported on the hospitality task assignment. He will have a draft report completed by the Oct. 21<sup>st</sup>. meeting. He is finding that tourism is a second component of the task. He requested a budget of up to \$5,000. to complete and print. He also asked for volunteers to help him. Dave W. and Todd volunteered. Tim made the motion to spend up to \$5,000. on the Hospitality-Tourism task assignment. Todd seconded. Voted, passed.

Todd reported that he will be working on putting together the research done by Dianne for the Historical, Natural Resources etc. task assignment.

Tom discussed the Les Bois Carthage Land. Dave W., Todd and Andy are also working with him.

Tom also noted that the Committee needs to go back to the Conway School concepts and update them to real time in the Spring of 2014.

**Adjournment:** Dave B. made the motion to adjourn at 8:50 PM. Todd seconded. Voted, passed.

Respectfully submitted,

Dianne Holden  
Committee Secretary

Reminders:

- Future Web Hosting to become part of Planning Dept. budget
- Spring 2014 – Update Conway School concepts

Agenda Items:

- Committee strategy for September, 2013 thru June, 2014
- Chair or Chair people for FY 13-14
- Capital Investment Program Project FY 14-15
- Communications amongst 20/20 membership – thoughts/guidelines
- Task Assignments
- Committee recommendations/conclusions of reports produced

Approved Sept. 9, 2013