

Town of Waterboro
20/20 Master Planning Committee

Minutes

October 21, 2013 – 5:15 PM – Central Fire Station

Call to Order: 5:15 PM by Chair, Bob Powers

Present: Bob Powers, Dave Barker, Dianne Holden, Todd Abbott, Tim Neill, Judi Carll; Town Planner Tom Ursia and Sel. Dave Woodsome. Guests: John Vacari, Supt.; Dave Benton and Bob Gobeil, Water District Trustees. Absent: Roger Macomber, Andy Cote and Mesha Quinn.

Review & Accept Agenda: Todd made the motion to accept the agenda as written. Dave B. seconded. Voted, passed.

Minutes: Tim made the motion to accept the minutes of September 9, 2013 as written. Tim seconded. Voted, passed.

Announcements:

- October 28th .: Open House at Woody's Sports Grille for Town Administrator Gary Lamb and his wife.
- Todd reported on the training session given by Sewall Co. for Town employees and staff in regards to the GIS system. Todd stated that employees saw how easy it will be to access information on the system. Todd trained and used the Trimble device, and used it to GPS two parcels that the Waterboro Land Trust owns. Ideally it would be great to have someone (ie: student) to do site work. The device is rentable.
- Water District Supt. John Vacari presented GIS maps for the Town's use, or the District's water lines, the district location and wellhead protection areas. These will be layered into the Town's GIS mapping system.

Correspondence: Tom passed out copies of a letter from Sewall Co. dated Oct. 16, 2013, in regards to parcel data dissemination, refinement and maintenance. The Committee agreed that it needs to move forward to the Board of Selectmen and Town Administrator.

Old Business:

The Committee Members received final copies of the Recreational Facilities Chapter from Bob and Judi. All agreed it was a great job, well done.

Discuss/vote on next steps and timelines for Committee Recommendations on specific Sewall recommendations/findings, including collaboration with Water District: (see attached)

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Item 1. Tom reported that the Board of Selectmen and Town Administrator have discussed the possibility of the Town negotiating a right of first refusal option agreement for Lot 44-2-1, the

Malone property. Obtaining this property would allow direct access to Route 5 from the Bennett Hill Road Town owned property. Tom has had communication with Mr. Malone and the Town Administrator is working on it. Discussion. Sel. Dave stated that the BoS are aware of the importance of the property. Others spoke on the need for more tax base in the Town; the Committee's business is to suggest sites, not set them; there's a possibility that many other lots could be combined to make the acreage that could be used. Sel. Dave feels that it is critical for the Town Administrator, Town Planner, Planning Board and CEO sit down to discuss future land use as soon as possible.

Item 2: Tom reported that the Town owned site on Bennett Hill Road is currently being forested. Water Trustee Dave stated that this property is a possible site for a future Water District tower/stand pipe, which will solely be determined by elevation. Tom stated that an RFP will need to be done to accomplish the recommended work, in collaboration with the Water District to obtain a joint report. Todd made the motion to accept as written and to send a letter to the BoS and TA informing them of the 20/20 Committee's support of investigating the potential of making the site into a business/industrial park. Tim seconded. Voted, passed.

Item 3: Dave B. made the motion to recommend that a comprehensive plan be prepared and adopted to protect Little Ossipee Lake from manmade degradation. Judi seconded. Voted, passed. The Town Planner will monitor any potential grants and red flag them for work in 2015, to be completed in 2016, pending funding.

Item 4: Todd made the motion to recommend that the Town Planner, Town Administrator and Water District Supt. conduct a search for funding to extend public water from Route 5 into the proposed business park site. Dave B. seconded. Voted, passed.

Item 5: Todd made the motion to recommend initiating a series of winter 2013-2014 meetings with the Waterboro Water District, BoS, Town Planner, Town Administrator, Planning Board, Economic Development Committee, and Code Enforcement Officer to answer questions regarding the best site for large capacity well(s) for Waterboro's next 27 years. Dave B. seconded. Voted, passed.

Item 6: Tim made the motion to merge the collaborative work with the Water District for engineered designs etc. with Item 5. Todd seconded. Voted, passed.

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Todd made the motion that even though the Town may be faced with future Collection and Treatment issues, the Committee feels water is the #1 priority and that future Collection and Treatment systems should be addressed in the next Town Comprehensive Plan. This item is important, however, not urgent. Tim seconded. Voted, passed.

Adjournment: Due to the time of day, Todd made the motion to table the remainder of the agenda until the November 4, 2013 meeting. Tim seconded. Voted, passed. Meeting adjourned at 7:50 PM.

Respectfully submitted,
 Dianne Holden
 Committee Secretary

APPROVED: November 18, 2013

Reminders:

- Future Web Hosting to become part of Planning Dept. budget
- Spring 2014 – Update Conway School concepts
- Tom: status of letter to Board of Selectmen in regards to Malone property
- Sel. Dave: status of curb cut question with Dept. of Transportation
- Town Planner will monitor potential grants and red flag them for a comprehensive plan that will be prepared and adopted to protect Little Ossipee Lake from manmade degradation. Work to be done in 2015, with completion in 2016, pending funding.

Agenda Items:

- Committee strategy for November, 2013 thru June, 2014
- Task Assignments
- Committee recommendations/conclusions of completed chapters
- Strategy for dealing with State
- October: Draft of Hospitality/Tourism Chapter – Tom
- October: Recommendations/conclusions of Sewall Report
- From Oct. 21, 2013 meeting agenda:

OLD BUSINESS: (cont.)

- Revisit & finalize proceedings/format and timeline for organizing the Committee's final report: Full Committee discussion/vote
- Committee members report on status/progress of sub-committee tasks:
 - Population/School Enrollment Chapter – Bob
 - Recreational Facilities Chapter – Bob & Judi
 - ATV/Snowmobile Trails Chapter – Todd & Dianne
 - Governance Chapter – Town Administrator & Board of Selectmen
 - Future Land Use, including LeBois Carthage Property Chapter – Tom, Andy, Todd
 - Economic Development/Tourism Chapter
 - Hospitality Chapter – Tom
 - Other Chapters?

NEW BUSINESS:

- Receive, review and provide input on draft of Hospitality Chapter: Tom
- Discuss/vote on updating of financial commitment in collaboration with Tom and academia: Tom