

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

Minutes

July 1, 2014 – 5:15 PM – Central Fire Station

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

**Present:** Members - Bob Powers, Dianne Holden, Dave Barker, Judi Carll, Roger Macomber, and Tim Neill; and Town Planner, Tom Ursia. Guest: Frank Allen. Absent: Todd Abbott and Andy Cote

**Review & Accept Agenda:** Roger made the motion to accept the agenda. Judi seconded. Voted, passed.

**Minutes:** Roger made the motion to accept the minutes of May 12, 2014. Dave B. seconded. Voted, passed.

**Announcements:** Bob reminded the members that their tenure had been extended to June 30, 2015 and if they haven't take their Oath of Office, they should do so asap. Frank Allen was in attendance to see if fire/police safety was going to be addressed by the 20/20 Comprehensive Plan. Bob stated that he felt it should be addressed under the Governance Chapter. Tom agreed, whereas it's an asset, it should be viewed as a capital investment. Bob stated that in the past, in a discussion with the Board of Selectmen, it was agreed that there should be a needs assessment done by the Town.

**Correspondence:** None.

**Old Business:**

Review information received from the State that will be included in the Hospitality & Tourism Chapter: This report will be given at the next 20/20 meeting.

Other Unfinished Business, if any: None.

**New Business:**

Receive, review and possibly take action on draft of the Governance Chapter: A draft written by the Town Administrator was handed out and reviewed by the members. Bob suggest using the first five (5) paragraphs; suggests that the sixth and seventh paragraphs be rewritten by the Town Administrator; rewrite paragraph eight to be impersonal; include the bullet points provided by the Committee; create a revised organization chart for the Charter – including volunteers; and that the Committee write a conclusion to include action planning strategy. Roger made the motion to have Bob talk with the Town Administrator and give him all the

recommendations above made by the Committee and to have the new draft completed by the end of September, 2014. Dave B. seconded. Voted, passed.

Take action, if any that the 20/20 Committee deems appropriate regarding the Economic Development Chapter: Bob reported to Committee his and Tom's efforts to have the 20/20's \$8,000. +/- of unused funds on June 30<sup>th</sup>. be carried over and applied to the EDC for the Tourism Marketing Study. They were told it could not be done, but there may be a Special Town Meeting in the near future where monies can be appropriated to the EDC.

Sub-Committee members report on status of progress (hopefully receive draft) on Open Space and Natural Resources Chapter: Todd, Dianne No report.

Set and vote on calendar dates for July through December: Tim made the motion to hold 20/20 meetings on the following dates: August 11, September 8, October 20, November 17 and December 29, 2014. Roger seconded. Voted, Passed. The goal is to finalize all the Chapters by December and hold meetings with different sections of Town in 2015.

Other New Business, if any: None.

**Adjournment:** Dave B. made the motion to adjourn at 6:50 PM. Roger seconded. Voted, passed.

Respectfully submitted,

Dianne Holden  
Committee Secretary

Approved July 1, 2014