

Town of Waterboro
20/20 Master Planning Committee

Minutes

February 23, 2015 – 5:15 PM – Central Fire Station

Call to Order: 5:25 PM by Chair, Bob Powers

Present: Members - Bob Powers, Dianne Holden, Dave Barker, Tim Neill and Judi Carll, members. Town Planner: Tom Ursia. Absent: Todd Abbott and Roger Macomber members.

Review & Accept Agenda: Tim made the motion to add discussion for the vote to adopt the Comprehensive Plan be added to the agenda. Judi seconded. Voted, passed.

Minutes: Tim made the motion to accept the minutes of January 26, 2015. Judi seconded. Voted, passed.

Announcements:

- A. Planning Board member Judi reported that the PB was still working on section 2.08 in regards to reduction of setbacks and the driveway ordinance. The PB will hold a workshop on March 4, 2015 to work on appearance standards.
- B. Tom reported that the Maine Assoc. of Planners have requested a copy of Waterboro's Energy Chapter to use as a model.

Correspondence: None.

Old Business:

- A. Status Report on the Economic Development Chapter: Bob reported that the ED Committee will be meeting March 4 and March 18 and asked 20/20 members to attend. He reviewed the ED draft chapter with 20/20 members. Tom noted that the Town Administrator doesn't want the ED Mission Statement changed.
- B. Review Draft of Open Space and Natural Resources Chapter: Todd reviewed the Open Space and Trails draft sections he drew up. Tim volunteered to research info in regards to zoning and cluster development. Bob feels the committee needs a copy of the whole chapter in order to help Todd. It was agreed to hold a workshop session on Monday, March 2, 5:15 PM, Conference Room at The Maine Real Estate Network to look at the chapter and assign tasks for completing the chapter.
- C. Review Revised Action Planning Strategy List and Review & vote to approve the Final Draft of the Future Land Use Planning Chapter: Tom reviewed the 'Planning Action

Strategies' of the final draft of the Future Land Use Chapter, including six additional add-on action planning recommendations.

1. Engage the Code Enforcement Officer in establishing a priority system for identifying and rectifying visual blight in the Town (unregistered vehicles, junk yards, trash and unsanitary debris. *Discussion. Agree to delete and revisit for the Executive Summary.*
2. The Road Review Committee shall continue to take traffic counts throughout the town, and annually post the numbers on their town website page. *Committee agreed.*
3. Create a part-time volunteer position that would be entitled Director of Community Engagement and Volunteerism. *Committee agreed.*
4. Implement the Old Alfred Road sidewalk project by utilizing the MDOT's 80% cost-sharing monies and committing the Town's 20% matching monies. (Note: Engineering/design work and estimates were completed in November, 2012) *Committee agreed.*
5. Prepare and implement in 2015-2016, a Town readiness test for economic development. Evaluations to be prepared every calendar year and reported to the Town Administrator. *Committee agreed.*
6. Perform codification/updating of all land use and planning ordinances/regulations/ policies/fee schedules in 2015-2016. Thereafter, a review of same should be performed every 10 years, at a minimum. *Committee agreed.*

Dave B. made the motion to approve the Future Land Use Chapter with the above add-on action planning recommendations, and to authorize Tom to have it printed. Tim seconded. Voted, passed.

- D. Status Report on Executive Summary for Final Report: Bob needs help making of list of acknowledgements and would like members input on making list.

E. Other Unfinished Old Business, if any:

- a) Solidify May dates for public meetings: Agreed to hold two meetings. One on Wednesday May 13, 2015 at 6 PM in the Selectmen's Meeting Room. IT Manager will be asked to broadcast live and also tape the meeting for rebroadcasting. The second one will be on Saturday, May 16, 2015 at 10 AM at Lakeside Church. It was agreed that advertising needed to be started as soon as possible.

New Business:

- A. Review budget status for current fiscal year and take any action as necessary: Bob feels that \$2,000 is needed to cover expenses for the May meetings. He is willing to talk to Sanford Institution for Savings to help cover the costs. Motion by Tim, seconded by Judi to authorize Bob to talk with SIS in regards to the donation. Voted, passed.

Tom will ask the Town Administrator for an additional \$2,000 to complete the 20/20 Master Planning Committee's work. Motion by Todd, seconded by Dave, to authorize Tom to discuss additional funding needed with the TA for the 20/20 Committee. Voted, passed.

- B. Acceptance of Comprehensive Plan: Discussion – Written Ballot Vote vs. Town Meeting Floor Vote. Tim made the motion that due to the importance of passing the Comprehensive Plan, the 20/20 Committee strongly recommends to the Town Administrator, that the vote to adopt the Comprehensive Plan should be done by written ballot. Judi seconded. Voted, passed.

Adjournment: Judi made the motion to adjourn at 8:55 PM. Todd seconded. Voted, passed.

Respectfully submitted,

Dianne Holden
Committee Secretary

Approved March 30, 2015