

TOWN OF CAPE ELIZABETH
MINUTES OF THE COMPREHENSIVE PLAN COMMITTEE

February 8, 2017

7:00 p.m. Town Hall

Present: Timothy Thompson, Chair
Peter Curry
Elizabeth Goodspeed
Penelope A. Jordan
Susana Measelle Hubbs
Sara W. Lennon
Harvey Rosenfeld
Victoria Volent

Absent: Stephen Rees

Also present: Maureen O'Meara, Town Planner

Mr. Thompson opened the meeting and called for public comment.

Mary Ann Lynch of Shore Road said she is against the 15 minute time limit on public comment, especially at the end of the meeting. She feels that if people have sat through the meeting there should be more time allowed for public input.

Paul Seidman said it is exciting to watch this unfold.

There was no further public comment.

Mr. Thompson called for approval of the minutes of January 11, 2017. After a minor correction, the minutes were unanimously approved as presented.

Land Use/Comp Plan relationship

The Committee discussed how they would proceed with this task. They soon agreed that they would use the 2007 Comp Plan as their base and bring it up to date with their ideas and the need to conform to the State's requirements. They also discussed the timing of the formation of a vision statement. It was decided that the vision statement would come at the end of the process after input from them and from the citizens of Cape Elizabeth.

They discussed how to prioritize the process, and decided that the data should be the first items of business.

They also discussed that Ms. O'Meara would bring forth a draft of each chapter and then the Committee would work it around to their satisfaction.

Public Participation Plan

Ms. O'Meara urged the Committee to start the process tonight to hire a consultant/s. There was a discussion of what kind/s of survey they wanted, and they decided that they would rely of the consultant/s to advise them on this.

Ms. O'Meara was tasked with getting out two RFP's before the next meeting.

FOAA

Mr. Thompson said he had consulted with Debra Lane, Town Clerk about the FOAA requirements. He said he would like to ask her to come to the next meeting to speak to the entire Committee. Several members gave their opinions about what was permitted, or not. The Committee decided to invite Ms. Lane to the next meeting to address this subject with them.

Comment at meetings

It was suggested that they allow more time for public comment at the end of the meetings.

Communication with the media

Several members felt they should start early with publicity. They would start out with some articles to educate the citizens about what a Comp Plan is. Then later as they finish each chapter, they would publish their results. It can go in the "Cape Courier" or on the Town website, or both.

Budget

Ms. O'Meara told the Committee that there is \$55,000. budgeted for the Plan.

Meeting Schedule

The Committee has decided to meet on the second Wednesday of the month.

Public Comment

David Sherman said he is impressed with what he hears. The Plan is a blueprint for the future. He said he used the 2007 Plan often when he was on the Town

Council. It is a very important document. He thanked the Committee for their work.

Mary Ann Lynch said she is a member of the State Advisory Committee on the Right To Know Law. She said you need to meet in public and make your decisions in public. This group is very different than the Planning Board, this Committee can get as much input as you like from the public, and she would encourage them to do so. You are here as an advisory group to come up with a plan and there is nothing in the Right To Know law that prohibits you from talking to the public. What you cannot do is for 3 or 4 of you to go off and have a secret meeting.

Paul Seidman said he ditto's what David Sherman said. He wants to know how many people use the website, or the newspaper. How do they find out about these things.

Penny Jordan said she wanted to ask a question. What do we want our process to be about emails. She likes to acknowledge them. Are there reports we may want to read. Such as the FOSP report.

Ms. O'Meara said she could reach out to the other department heads to get the reports they have worked on in the past 5 years. She would publish them online. You will need to keep all the emails.

Jessica Sullivan said they could set up an email account for the Committee.

They decided that any emails that come to a member should go to the full Committee. The email should go to Ms. O'Meara and she will forward it to all the members.

Mr. Seidman said he thinks this way could subvert what you talked about last meeting. If things go to Ms. O'Meara, through Ms. O'Meara, it could give the wrong impression. He would put that job onto Ms. Goodspeed to be the public commentator.

Jessica Sullivan said she does not understand Mr. Seidman's comment. It is standard practice for the Town that staff receives emails for the committees and our staff is highly competent. She was distressed about the comments made at the last meeting about Ms. O'Meara and the Planning Board.

It was suggested that emails be sent to both Maureen and Chair Tim Thompson. Mr. Thompson concluded he would prefer all emails go to Maureen and she will forward to the committee members. The committee agreed.

The agenda for the next meeting will include the consideration of the consultants, the outline of the Plan and having Debra Lane come and talk about the FOAA .

The Committee adjourned at 8:35 p.m.

Respectfully submitted,

Hiroshi Dolliver

Minutes Secretary