

## **Cape Elizabeth Comprehensive Plan 2019 Summer 2017 Public Interaction Plan – Part II**

1. Strawberry Festival - It would be great if someone wrote up a one page summary of how things went, what we might do differently at another event, how the booth was received by the public, etc.
2. Community Discussion Forum
  - a. The online discussion forum is up and running. If you have not already done so, everyone on the committee should log in to the site:  
  
<https://www.loomio.org/invitations/ea4b6447553019001e5d>
  - b. It is great that you have signed up to be moderators of the discussions for the next few months. It will be important that the moderator of each question post, if not first, then early on in the question in order to encourage participation and to make sure people know they are being heard. See the moderator instructions for further details.
  - c. Currently we are posting the questions on Monday, does it make more sense to start it on Friday? If we do that, then the moderator can prepare the starting comment during the week and be ready to post on Friday afternoon when the question goes live? Let me know what you think. The next few questions are:
    - i. July 10<sup>th</sup> – What opportunities for the town do you identify in the Population chapter?
    - ii. July 24<sup>th</sup> – What opportunities for the town do you identify in the Economy chapter?
  - d. Policy Questions which the committee should address:
    - i. Should we include a statement on the home page under the group description that explains the sign up procedure? This would be something like: In order to post comments in the discussion threads, you will need to ask to be invited to the group. The moderator will approve as soon as your request is seen (during the week this will likely be within a few hours, on the weekends it will likely be longer.) Once approved you will be sent a email to confirm your membership and set up your password and profile.
    - ii. The committee should come up with a set of ground rules for discussion on the site, so it is clear how people should behave. I don't expect anyone to act poorly on the site, as everyone generally has the same goal of make Cape Elizabeth a better place to live. But, it is far easier to hold someone accountable to existing rules, than to try to make them up in the midst of an uncomfortable situation. Ground rules should include explicit consequences for not following them. If the committee agrees that this is a good idea, I have provided a draft for you to consider and modify. Once you approve such a document, we can post it on the website and the discussion site.

3. Community Groups which may want to be involved in the Comprehensive Plan process. It would be great to be working on this over the summer so that we are ready to go with this in the fall while working on chapters and organizing participatory events.
  - i. List of organizations and community groups
  - ii. Create a forum question so that people can self-identify groups that we don't have on the list
  - iii. Work on a plan for how to engage these groups during the process.