

## **Meeting Minutes for Future Open Space Preservation Committee January 25th 7pm. Cape Elizabeth Town Hall, Jordan Conference Room.**

**Attendees:** John Greene (Chair), Wayne Brooking, Carole Ann Jordan, Caitlin Jordan, Frank Governali, Craig Cooper, Bo Norris, Chris Franklin, Richard Bauman, Jessica Sullivan, Maureen O'Meara (Staff).

**Absent:** Craig Cooper

**1) Call to order:** Chair Greene called the meeting to order at 7:00 PM.

**2) Public comment:** No members of the public were present.

**3) Approval of meeting minutes** from December 14, 2011: The minutes were reviewed and discussed. Motion by Frank Governali, Seconded by Carole Ann Jordan. Motion passed unanimously.

**4) Correspondence:** None

**5) Review Committee Progress:**

Frank Governali & John Greene met with Mike and Maureen (Councilor Walsh was not able to attend) to review FOSP progress and to discuss the outlook for prospective work. John Greene proposed to move RB zoning to the end of FOSP's work, in order to avoid any slowdown in this task delaying the rest of FOSP's obligations.

New schedule provided by Maureen O'Meara to facilitate a more streamlined schedule.

Jessica Sullivan brought up issue of scheduling a public hearing. It was noted by Carole Ann Jordan that it would be a good idea to conduct a public hearing as early as possible in order to get as much feedback as possible as soon as possible.

Jessica Sullivan proposed that we wait until March when more of our work would be completed, and therefore make a public hearing as productive as possible.

**Motion:** Jessica Sullivan made a motion, seconded by Wayne Brooking to hold the public forum in March in addition to the regularly scheduled meeting. Motion passed unanimously.

**6) Cost benefit analysis final report.** A broad discussion of the cost-benefit analysis study was undertaken:

- Chris Franklin: this study wasn't done in a way that others have been done. Provides analysis of incremental cost vs average cost. This study is a useful snapshot, but doesn't predict the future well. It will need to be applied judiciously in the future.

- John Greene: agrees with Chris's comments – that the study draws conclusions that are different than what you see from most other studies. Accepts the report with some reservations.

- It was broadly decided that we should provide an explanation that positions the report vs. an average cost per household. This should be included in order to insure that readers understand the implications of the different approach. A draft explanation of this difference will be prepared

by Frank Governali highlighting the difference between an incremental cost approach versus the more common average-cost approach, and indicating that the cost-benefit analysis does not encompass all factors necessary to consider in addressing open-space needs. There are other values that may override the fiscal calculations that need to be included.

**Motion:** Jessica Sullivan moved for acceptance of the study, Chris Franklin seconded; motion passed unanimously.

#### **7) Open Space Criteria. Approve draft criteria.**

Discussion: which criteria are important and which criteria should we use. Fine tuning of the criteria was accomplished and will be included with documents from this meeting.

Discussion: do we need key parcel list – is it a good idea? This question generated significant discussion regarding its benefits and drawbacks. If we create a list, it will then become the primary focus of future discussion. And, it can create significant concern in the community regarding actions the town may take in the future that could harm personal property rights. On the other hand, a well-crafted list of criterion that will be used to assess the benefits of obtaining parcels could lead to productive conversations and guide a future council as well or even better.

**Motions** were offered for each of the key criterion definitions:

I. Agriculture – Frank Governali made motion, seconded by Jessica Sullivan; motion passed unanimously.

II. Greenbelt Trails – Carole Ann Jordan made motion, seconded by Wayne Brooking; motion passed unanimously.

III. Habitat – Frank Governali made motion, seconded by Wayne Brooking; motion passed unanimously.

IV. An additional element was added to the Open Space Criteria list that would include special parcels that might not necessarily fit into previous criterion. Carole Ann Jordan made motion, seconded by Caitlin Jordan; motion passed unanimously.

#### **8) Public Opinion Survey. The committee began to discuss a public opinion survey, including creating a survey subcommittee.**

Critical Insights will conduct the survey. Subcommittee was formed to work with the consultants. Chris Franklin & Jessica Sullivan & Frank Governali – subcommittee. Will work with Critical Insights (see minutes of that meeting for details.)

#### **9) Public Outreach. The committee discussed additional efforts to reach out to interested groups.** The committee discussed preparations for the public forum.

Notices will be sent to interested parties with the intention of attracting the largest, most diverse group possible at the forum (including CELT, CFA, article for website; press release). Non-televised in order to promote as much attendance as possible and as much give & take as possible.

Public Forum agenda will be created in a way that will spur good conversation and invite interest. It will not be structured with a rigid agenda outline, but rather as a framework to guide discussion.

It will follow the workshop format, which means that it won't be televised, which may promote more attendance, participation, and open dialogue. We will ask the Planning Board secretary to take minutes in order to create an accurate record of the meeting. Each member of FOSP will take some of the tools in our range of tools, and describe them for the Forum.

**10) Next Steps/draft agenda for next meeting: February 29, 2012 7:00 p.m.**

**11) Public Comment Period:** No members of the public were present.

**12) Motion to adjourn** by Carole Ann Jordan, Seconded by Caitlin Jordan. Motion passed unanimously.

Meeting adjourned at 9:21 pm. Submitted by Frank Governali, acting secretary.