

DRAFT Meeting Minutes for Future Open Space Preservation Committee February 29<sup>th</sup>  
7 pm – Cape Elizabeth Town Hall, Jordan Conference Room

Attendees: John Greene (Chair), Wayne Brooking, Carol Anne Jordan, Caitlin Jordan, Frank Governali, Craig Cooper, Richard Bauman, Bo Norris, Maureen O’Meara (Staff)  
Absent: Jessica Sullivan and Chris Franklin

- 1) **Call to Order:** John Green calls to order 7:00 pm
- 2) **Public Comment:** No members of the public present.
- 3) **Approval of Meeting Minutes:** Minutes from the previous meeting, January 25, 2012 were reviewed and approved on motion by Wayne Brooking, seconded by Bo Norris, and passed unanimously.
- 4) **Correspondence:** John Greene checked to make sure everyone received the revised committee schedule.
- 5) **Public Opinion Survey:**
  - a. Frank Governali updated the committee that the subcommittee had one meeting and scheduled another meeting to meet with the consultant, and that the consultant will have a draft for the sub committee next Monday 9:00am
  - b. The survey should be 10 -12 minutes, cost estimated \$17,000 dollars, the survey will talk with 400 people, 10% cell phone only people.
  - c. One question from comp plan will be re-asked for comparison.
- 6) **Public Forum:**
  - a. Everyone assigned a topic to talk about at the public forum. There will be Power point slide made for each talking point
    - i. Use our tool definitions as a basis for your topic so all presentations are uniform
      1. Description – Benefits – Limitations
  - b. Committee agreed to move through the points quickly, so to have more substantive talking at the end of the presentation of the tools and criteria.
  - c. Agreed to have focus questions displayed on the power point screen behind committee.
  - d. We agree to not just take in information, but also ask questions in return
- 7) **Key Parcels:**
  - a. **Discussion ensued:**
    - i. Frank Governali: If we create a key parcel list it will bog us down and hinder us from achieving our true goals and forces us to focus and be more specific as to the criteria for parcels.
    - ii. John Greene :Having the criteria helps the land owner understand the purpose of the town beyond just having a list that your parcel is named on
    - iii. Richard Bauman: Wants to be sure we complete our work with something that is capable of implementing the criteria and making a positive approach that is not entirely passive – so that we can make a judgment about a particular parcel, wants to make sure

there is a mechanism in place as to who or how that parcel will be evaluated

- iv. Carol Anne Jordan: Even with a list who is going to actively seek them, maybe that is something we need to think about – who is going to make that decision
- v. Bo Norris: what is the partnership between the town and the land trust, we want this to be used going forward might want to talk with land trust more
- b. Discussion concluded that some kind of mechanism be in place going forward as to who will be working with the criteria
- c. Carol Anne Jordan moves we go to council to amend charge to remove the requirement of making a key parcel list.
  - i. Motion seconded Frank Governali –
  - ii. Discussion Wayne Brooking wants committee to be prepared for a no, and Richard Bauman wants to ensure we have a chance to properly explain it to the council;
  - iii. Pass unanimously
- d. Discussion continued with reference to the Mechanism or process needs to be put in place so that there is a continuation, we need a process instead of a list. So that the work we have been doing does not just stop, there must be something in place to implement this plan.
- e. When the charge change is presented, the committee will also present a status update, listing what we have accomplished and what we are currently working on
- f. Craig Cooper motions we provide a status report with the request for charge change, Wayne Brooking seconds the motion and it passes unanimously.

**8) Next Steps**

- a. Public Opinion Survey
- b. Public Workshop
- c. Council Decision on our request

9) **Public Comment:** No members of the public present

10) **Adjourn** – Wayne Brooking moves to adjourn, Motion Seconded by Craig Cooper; Passed unanimously.

Respectfully Submitted by Caitlin Jordan, acting Secretary