

January 17, 2008

Shore Road Path Committee Meeting, Town Hall Cape Elizabeth
(Numbers refer to agenda items)

Present:

Josef Chalot

Howard Littlefield

Andie Mahoney

Suzanne McGinn

George Morse

William Nickerson

Paul Thelin

Maureen O'Meara, Town Planner

7:00 Begin Meeting

1. Members of the committee introduced themselves
2. Welcome remarks from Mary Ann Lynch.
3. Paul Thelin was chosen to be committee chair by consensus of the group. Group agreed that minutes would be done by rotation of group members in alphabetical order. Joe Chalot agreed to prepare the minutes for this meeting.
4. Conduct of meetings:
 - a. All meetings of the committee are public. Meeting dates and meeting agenda will be posted on the website calendar. Members of the public are entitled to attend meetings, however the committee can structure their participation. The committee chair can use discretion in limiting or encouraging public input at a meeting. The committee may decide to hold a public forum for the public to comment on the project
 - b. Discussion regarding setting a structure for public comment vs "playing it by ear"
 - c. Discussion regarding opening and closing meetings with public comments
 - d. Discussion regarding outlining of public participation structure in Agenda
 - e. Committee agreed to begin with public comment and gauge how much time to allow for public comment at the end. Committee Chair will use discretion in limiting or encouraging input.
 - f. Communications from Public: any correspondence to members of the committee should be forwarded to Maureen for inclusion in the public record of the committee. Everything the committee does as a committee together or in the service of the committee is part of the public record.
 - g. There should be no discussions of substantive issues by a majority of the committee members outside the scheduled meetings of the committee. Email can be used for non-substantive communication such as informing other committee members that they will be absent from a meeting, or to share information such as websites with pertinent technical information or images. Maureen shall be copied on all emails sent between committee

members on anything pertaining to the project. Her address is maureen.omeara@capeelizabeth.org.

- h. Decision Making: the group prefers consensus, but reserves the choice to vote on issues.
 - i. Group agreed that 5 members of the committee are required to hold a meeting. Discussion regarding person to keep track of how many committee members will be available for next meeting. Members agreed to contact Maureen if they will not be able to attend a meeting. Schedule for next meetings, all start at 7:00pm: 2/27, 3/26, 4/30, 5/28, 6/18. Will try to set schedule beyond that soon.
 - j. Maureen stressed the email rule of thumb, copy Maureen with all e-mails. She also reiterated that no decisions regarding the project can be made outside of a public meeting.
5. Committee Charge is read and discussed
- a. The committee will provide a status report of its progress after 6 months
 - b. The manner in which the pathway is designed, and its final design is up to the committee.
 - c. The intent is that the pathway will not be immediately adjacent to shore road, but mostly within the ROW (right-of-way) that the town owns. There may be instances where the pathway might leave the ROW to avoid existing features worth preserving.
 - d. Discussion regarding Federal Standards. Maureen suggested that this pathway leaves Federal Standards behind and this project is more akin to greenbelt trails.
 - e. Question if project qualifies for Federal Funding
 - f. Committee to flesh out concept. Discussion of pathway with 5-10 feet of shore road
 - g. Refer to Cape Trail Map, colored areas are public
 - h. Base plans showing right of way are available and full sets will be distributed to committee members.
 - i. Discussed if path has to be adjacent to Shore Road. Maureen stated that the committee could conclude that the adjacency concept is not workable and that an interior pathway needs to be developed.
6. Maureen provided overview of related studies to date
- a. P2 committee put forth a recommendation not to install 4' wide paved shoulders on Shore Rd.
 - b. 4' wide shoulders were rejected by the Town Council and the town did not accept money for improvements to Shore Road and Two Lights Road.
 - c. Discussion of 2007 Comprehensive Plan
 - i. A land use policy document that provides overall vision to guide land use in Cape Elizabeth
 - ii. Transportation Chapter recommended a committee to study a pathway last October. Implementation Step #30 in the Comprehensive Plan recommended creation of this committee.

- d. Road Safety Work Group
 - i. 3 things decided:
 - 1. Traffic Calming
 - 2. Town Center Intersection Design Workshop
 - 3. List of projects: Top priority to Shore Road, Mitchell Rd, Fowler Rd
- e. Question raised regarding if and how pathway will cross wetlands. Response is that there are wetlands along portions of Shore Rd and how they are crossed is part of the committee's work.
- f. Maureen stated that the background materials have been handed out to provide the committee with information about what issues have been discussed previously. We can expect the public comment to revisit some of the items.
- g. Discussion regarding specific concepts for pathway. Maureen suggested that this is not a cycling trail for serious cyclists (known hereafter as the spandex crowd). Discussion of idea for adding shoulders to Shore Road in addition to pathway. Discussion of pathway users, including pedestrians, runners, casual cyclists
- h. Discussion regarding widening of Shore Road. Maureen stated that the committee can recommend widening the road if that is what it concludes.
- i. Discussion of ROW concept. Maureen stated that the town has the right to use all of the ROW for roads, ditch, utilities snow storage, sidewalks and paths. Also stated that land owners tend to inhabit land as close to the road as they can get. Many stone walls, fences, plantings are technically within the right of way.
- j. Discussion regarding whether pathway is on one or both sides of road. Maureen stated that pathway was envisioned on one side of the road with few or no crossings.
- k. Straw poll taken and committee consensus is serious cyclists would not be accommodated on the pathway.
- l. George Morse made the point that it will be important to understand the value of the pathway to people who won't be using it. He suggested that we develop some concepts such as reduced health care costs from increased exercise and safety of drivers who won't have to worry as much about avoiding pedestrians.
- m. Is there any information of usage of similar project in Yarmouth?
- n. No user counts but increased of 10 fold over last 10 years suggested. Maureen agreed to obtain information on usage of the Yarmouth path for the next meeting.
- o. Discussion of arborist checking health of trees in ROW to determine what is worth saving.
- p. Discussion of amount of usage, running parallel to road for training for beach to Beacon, and serious cyclist.

7. Agenda for Next Meeting
 - a. Discussion of \$35,000 grant for outside consultants is available. The town will need to put out an RFP in order to hire anyone. This should be done very soon because of the time involved in putting out the RFP, collecting and evaluating proposals. The group discussed not letting an engineer drive the design process. No decision made for how to proceed on that front.
 - b. Discussion of “selling “ path. Will need to show it will not detract from Shore road
 - c. Maureen discussed technique of Photo Montage.
 - d. Discussed Meeting with every landowner whose property will be affected.
 - e. Discussion of pathway entirely on inland side of Shore Road.
 - f. Maureen provided estimate that total length of trail is 10,900 feet (2.1 miles)
 - g. There are 37 lots that have frontage on the inland side of Shore Rd. The owners with 3 longest road frontage are:
 - i. Cape Land Trust, 2,200 feet
 - ii. Robinson Family, 1,700 feet
 - iii. Lot #8 Map U51, SW corner Dyer Road: 670 feetThe remaining lots are under 500 feet road front
 - h. discussion of 3 pieces of committees work: Technical, illustrative, and PR
 - i. Discussion of staking out ROW to see what space we have to work in various locations.
 - j. George Morse makes point about Force Field Analysis as method for bringing land owners on board with project. Contact with owners will need to be carefully orchestrated.
 - k. Maureen pointed out that 338 properties access Shore road via feeder streets along the proposed pathway
 - l. Discussion of what to accomplish for next meeting.
 - i. Maureen will distribute copies of existing ROW plans for committee members to look at. She stressed that plans were drawn in the 70’s and are not necessarily accurate or up-to-date.
 - ii. Discussion of Photo montage person, will need \$4,000-5,000 of the consulting grant to hire someone to do that.

The committee agreed that options other than having the pathway directly adjacent to shore road should be explored

The meeting adjourned at 9:20 p.m.

Respectfully submitted,

Joe Chalot

