

# Town of Waterboro

## 20/20 Master Planning Committee

### Minutes

September 8, 2010, Waterboro Central Fire Station

Call to order at 6 pm by Tom Ursia, Town Planner.

Present: Bob Powers, Roger Macomber, Sandi Binette, Todd Abbott, Jack Seery and Steve Eveld. Absent: Kent Whitten.

Review & Accept Agenda: All agreed to accept.

Minutes: Roger made the motion to accept the minutes of August 10, 2010 as written. Jack seconded. Voted, passed.

Guests: Dennis Abbott, Board of Selectmen Liaison  
John & Patty Gardner, residents  
Dave Lowe, IT Manager for the Town

Announcements:

### NEW BUSINESS:

Discussion/Comments:

Mr. Gardner said that he would like to see an Industrial/Business Park to shift the tax burden and create jobs.

Mrs. Gardner would the Town look more attractive.

Selectmen Dennis Abbott: Words of Wisdom: There has been good success in the past with a member of the Board of Selectmen being involved with Town Committees. BoS shouldn't be driving decisions, rather what can the BoS help with. The Comprehensive Plan became a 'document' and put on a shelf in the past. There is a need for a structured plan, rather that re-act to the future. Planning documents doesn't necessarily drive action, but want that to happen this time around. The 20/20, Planning Board and Economic Development Committees need to work together for 'actions'. We have to be sure that all the pieces of Town government work together and put something in place connecting all the dots to put together the future structure of the Town. To have a meaningful plan, it must have action. Jack stated that some things can be implemented prior to completion. Tom stated that the Committee is going to deliver a product as a model for the State. Dennis to have BoS do a review of plan elements and monies available for the Committee's use.

Dave Lowe, IT Mgr.: *Commitment to new webpage & IT questions:* Committee members will get Town e-mail accounts. Everyone to send Dave their choice of password. The login website is: <https://apps.rackspace.com>  
Dave gave an overview of the Town and 20/20 websites.

## **OLD BUSINESS:**

Visioning Sessions, Subcommittee Report: Sandi reported that the Senior Citizens Luncheons are held on the 2<sup>nd</sup>. & 4<sup>th</sup>. Thurs. of the month at the Snowmobile Clubhouse with a good attendance. At the last meal they were asked to come ½ hour early and stay ½ hour later to discuss the Town. Agreed to hold the Senior Citizen Visioning Session on Sept. 23<sup>rd</sup> from 11:30 to 1:30+/-.

Jack suggested the session be done as one group. He feels the Committee members could facilitate as elders need a comfort level. All agreed. Jack & Sandi will facilitate. Dianne will be recorder. Discussion held on questions to be asked. The following three questions were agreed upon:

1. What do you value and love about the Town of Waterboro?
2. What would you like to see in the Town of Waterboro in the future?
3. What types of industry, business, or economic development would you like to see in the Town of Waterboro?

Tom doesn't want to create sessions that are well thought out. To develop good feedback, random conversation is best. Need to keep meeting focused.

Bob reported that the Middle School prefers a Friday night vs. Saturday morning usage. Todd made the motion to hold the General Visioning Session on Friday, November 12<sup>th</sup>. from 6-9 PM at the Middle School. Roger seconded. Voted, passed.

Operating Budget Request: Selectmen Abbott stated that funding was not done for the Comprehensive Planning Committee at Annual Town Meeting. The Committee needs to determine the immediate need for money and the BoS will try to take care of it. In the future, the Committee would need to do a budget – how much and for when. Committee needs to provide BoS a timeline for their budget. Tom stated that the Committee needs to show their achievements to the BoS and Town Meeting for monies requested.

Status of Zoning Maps: Tom passed out a draft copy of a new Zoning Map.

City of Biddeford's news article: Selectmen Gale and his wife have discovered the foundation used by the City of Biddeford. The Committee will receive more information once the Orton Family Foundation, a nationally based, politically funded group, has been researched.

## **FUTURE BUSINESS:**

CIP Plan: Motion made by Todd, seconded by Sandi to have Tom draft the CIP project description, a 5 yr. financial plan, for the Committee. Sandi seconded. Voted, passed.

2011 Town Meeting Budget: December, 2010

Village Planning Chapter: Funding strategy & suggestible timelines: The Committee has the money to do the Energy Chapter. Tom stated that when a consultant is hired, the Committee will want a heavy emphasis put on the visuals and graphics. What chapter does the Committee want to do next? Tom is going look for private and corporate monies before going to the townspeople. Tom

suggests that Village Planning be the next chapter that the Committee works on. Need to show in the Comprehensive Plan what a Master Plan Village should be with models. The Planning Board needs this information. There are potential funds available. In the near future will need to bring in the Planning Board and Economic Development Committees to get them on board. The next 10-15 years there is going to be change, how do we want the change to happen is important. Within the next 90 days the Committee will figure out strategy on further discussions on how the Committees are going to work together. Roger made the motion to have the Village Planning Chapter be the next chapter that the Committee works on. Steve seconded. Voted, passed.

Tom stated that the Land Use & Maps will be the toughest Chapter to work on and it should be contracted out. The Planning Board is the only one that can make changes to land use. He will get copies of the Zoning Ordinance for each Committee member's reference.

October 6, 2010 Agenda Items:

October – December: Work on discussion strategy with other Committees  
January: Meetings with other Committees  
Review of Senior Citizen Visioning Session held Sept. 23, 2010  
Village Planning Chapter  
November 12: General Visioning Session, 6-9 PM at Middle School  
Young Adults Visioning Session

Next Meeting: October 6 – 6 PM – Central Fire Station

Adjournment: Todd made the motion to adjourn at 8:55 pm. Sandi seconded. Voted, passed.

Respectfully submitted,



Dianne Holden  
Committee Secretary