

DRAFT MINUTES OF THE COMPREHENSIVE PLAN COMMITTEE

January 3, 2018

7:00 p.m. Town Hall

Present: Timothy Thompson, Chair
Peter Curry
Penelope A. Jordan
Sara W. Lennon
Susana Measelle Hubbs
Harvey Rosenfeld
Victoria Volent

Absent: Elizabeth Goodspeed, Kevin Guimond

Also present: Maureen O'Meara, Town Planner

Call Meeting to Order

Mr. Thompson called the meeting to order and asked for public comment.

Public Comment

Paul Seidman of 21 Oakview Dr. said, referring to the data memo, he was surprised by the difficulty of coming to conclusions about population stuff. It says this doesn't work and especially in a small town it doesn't work.

Ms. Volent said she missed the last meeting and its discussion of statistics. She had brought up the subject to Ms. O'Meara in reference to a large block on a graph of income level. She had hoped they could break that down into smaller levels, but was unable to because of the small size of the sample, and the resulting large error range. This is normal with small towns using data in between the census. Otherwise, all the statistics we have used are fine.

Ms. Lennon has the same problem as Mr. Seidman. The numbers say they are ambiguous in certain places.

Since no one else came forward to speak, Mr. Thompson closed the public comment.

Approval of minutes: November 9, 2017, December 6, 2017

The minutes of November 9, 2017 were approved, 7-0.

The minutes of December 6, 2017 were approved, 6-1 (1 abstain)

Conversation with: Neil Williams, Police Chief

Chief Williams has been with the department for 44 years and chief for 18 of those years. He said his main concern is to keep officers. We are on 24 hours a day, 365 days. There is stringent testing just to get into the academy. It is costly to hire a new officer and send them through 18 weeks of Police Academy. This last academy started at the beginning of August and graduated at Christmas time. We have to pay them while they are there. Some larger departments are offering hiring bonuses. We have been extremely lucky to keep our officers. The newest officer has been with us for 5 years.

Chief Williams said they have to look at future succession. There could be a large turnover when they get to 25 years of service and are eligible for retirement. He, himself is getting older.

He said technology crimes are becoming more frequent. They need training. The technology crime experts are getting overwhelmed. Another thing that is coming up is driverless cars.

He spoke about the consolidating of dispatch, animal control, the crime lab, harbormaster and a special reaction team. There is no doubt this has cut down on costs. He does not see what else we could consolidate. The building needs some updating since it was built in 2001. The historical society has taken up some of the space, and he is hoping they will move to the Spurwink School. He thinks it would be ideal, for many reasons, to have the technology department in that space.

Ms. Jordan asked what we should be looking for the future.

Chief Williams said technology is an area that is very time consuming. There is credit card fraud. We are fortunate that we do not have a heroin problem here, maybe 2-4 per year. They coordinate with South Portland on computer crime. They have sent 3 officers to Massachusetts for training.

Ms. Lennon asked why they don't have one highly trained technology officer.

The chief answered that that person would then be swamped and then would not be available for patrol. He said they have custody issues, especially at the holidays.

Mr. Curry asked if the opioid crisis gets here, what would you have to do?

The response was that they would have to get at least one officer into Maine Drug (MDEA). That would take that officer from patrol. We have not had an additional officer since 1998.

He also said that that officers often go over to the school to have lunch so the kids get familiar with the police officers. The Town does not have a School Resource Officer position. In response to a question from Ms. Measelle Hubbs, he said the postings in the paper of domestic violence are a composite of many types of incidents, such as custody issues, not all domestic violence.

Public Opinion Survey tabulation of results - Kelly Myers

Ms. Amanda Anderson from RKM presented the results of the public opinion survey. They had 783 respondents.

She outlined each question and the results of the responses. On the question about why people would move out of Cape Elizabeth, Ms. Jordan and a few other committee members said the wording of that question did not make sense.

Ms. Anderson said they would look at that question.

Mr. Curry asked if they have tabulated the demographics of the respondents.

Ms. Anderson said that is in the report.

The Committee requested that the age and gender of the respondents be included in that summary.

Mr. Curry made a motion that we defer acceptance of the draft report until they have seen the final report. The motion passed 7-0.

Public Participation

- Public Forum January 25th - Judy Colby George

Judy Colby George distributed a draft schedule for the public forum. She suggests that the committee members arrive at 6:30 pm. in order to get set up and greet the people who are arriving. Each member of the public will sign in and get a colored nametag. There will be a map for people to tag where they live, so you get an idea of what areas of town are being represented.

The Chairman (Tim Thompson) will open the meeting with a welcome and overview of the comprehensive plan and why they are doing this. The Committee chose to add a chapter summary to this segment.

There will be a break to have a snack and find a table to form smaller groups. Ms. Colby George had some ideas of activities to engage people in discussion and interactive ideas.

The last segment of the forum was to be keypad polling around key issues. The Committee chose to put this activity before the break into smaller groups. They also changed the times allotted to each segment.

Ms. Lennon wants the public to work on problem solving, not be talked to.

Ms. Jordan said she needs to have an objective and the desired outcome. Ms. Colby George agreed and will add that to future materials.

Ms. Measelle Hubbs said the objective is to get input from the public.

Ms. Lennon does not want to stick to the chapters, she wants to hear what people are really passionate about, and what ideas they may have.

Ms. Volent said she feels one objective should be to educate the public.

Ms. Colby George spoke about how she would structure the forum in order to get the most education about the chapters and the feedback from the public about those chapters.

There was a discussion about the merits of having the keypad polling before the smaller group sessions.

Ms. Measelle Hubbs made a motion to have the order of the items be, first, the welcome and executive summaries of the chapters thus far, then a quick break, followed by the keypad polling. Next would be the breakout groups. And the last would be a wrap up. The motion was seconded and passed, 7-0.

Ms. Lennon wants to have a clear agenda. Her agenda is to make people feel good, be happy, be involved and like us. This is a feel-good session and it doesn't matter if people get their facts wrong.

Mr. Rosenfeld is concerned about wrong information getting passed along as if it is true.

Ms. Colby George then spoke about how the committee members can facilitate the smaller groups.

The committee voted 7-0 to have Ms. Colby George submit questions to Mr. Thompson for his approval.

A brief discussion of the snacks was held and Ms. Lennon offered to provide them, and will keep her receipt for reimbursement. The committee agreed. Mr. Thompson will arrange for the popcorn machine.

Ms. Colby George asked if anyone had a question they would like to have included in the keypad poll.

Ms. Volent said she would like to have something in there about generating income at Fort Williams. She wasn't sure how it would be worded, but she would like to have it in the questions.

Several others want a question about affordable housing, but weren't sure how to word it.

- Online forum - Next questions, moderators
- Community Group presentations sign up

The online forum and community presentations were discussed and sign ups were made.

Status Report

Ms. O'Meara has prepared a draft status report that was requested by the Town Manager and the Town Council, and circulated it to the committee.

Mr. Rosenfeld moved to accept the Draft status report. The motion was seconded and approved, 7-0.

Public Facilities Chapter first review

Mr. Curry would like to see the school enrollment numbers broken out by grade level rather than by school. He wants to see how the declining enrollment is manifested by grade level. Since Mr. Straw has raised the issue of possible errors in the data on the population of children in the 0-5 age group, he wants to see if this is borne out in the school population.

Ms. Lennon wants less capitalization throughout the plan.

Ms. Jordan thinks we need to ensure fire and safety capacity across the town. She wants something actionable, not just continue discussions. The discussion then moved to wording of the goal about the fire department.

Ms. Lennon would like to add fuel efficiency to the recommendations for modernizing the schools. She also raised the issue of telecommunications towers. She wants more towers. She wants a stronger recommendation that includes town participation in the process.

Ms. O'Meara will bring a newly worded goal to the next month's review.

Ms. Measelle Hubbs would like to separate the school buildings into a goal of its own. There is a need to modernize and make the buildings more attractive in order to make them more competitive with other towns.

Ms. Volent said she would like to wait until the school facilities report is finished. She made a motion to not add a goal until the school facilities report is finished. No one seconded.

Mr. Rosenfeld moved to make a separate goal 4 for the schools. It was seconded and passed 4-3.

Mr. Curry made a motion to approve the 1st draft of the public facilities chapter it was approved, 7-0.

Committee member items

Mr. Thompson wanted to congratulate Ms. Measelle Hubbs on being chosen as chair of the School Board.

Public Comment

Mr. Thompson opened the public comment period.

Paul Seidman listed many of the ways a small group can get off track. He also said that for people with hearing issues, round tables work best.

No one else came forward to speak, so the public comment was closed.

Next meeting: A Public Forum is scheduled for January 25th, 7:00 p.m. The next meeting is scheduled for **Wednesday, February 7, 2018**. Items on the agenda may include:

- Town Assessor
- Public Facilities Chapter

- Fiscal Capacity and Capital Investment Plan
- Public Forum recap

The meeting was adjourned at 10:15 pm.

Respectfully submitted,

Hiroshi Dolliver
Minutes Secretary