

2017 Board
Recommendations

Board	Recommendation	Address	Term Expires
Board of Assessment Review	David B. Scheffler	12 Pheasant Hill Road	12/31/2019
Community Services Committee	Amy Lombardo	11 Leighton Farms Road	12/31/2019
Community Services Committee	Sarah MacColl	4 Avon Road	12/31/2019
Ad-Hoc			
Comprehensive Plan Committee	Elizabeth Goodspeed	59 Belfield Road	12/31/2018
Comprehensive Plan Committee	Harvey Rosenfeld	9 Glen Avenue	12/31/2018
Comprehensive Plan Committee	Stephen Rees	23 Cross Hill Road	12/31/2018
Comprehensive Plan Committee	Peter Curry	8 Stonybrook Road	12/31/2018
Comprehensive Plan Committee	Timothy Thompson	6 Pine Ridge Road	12/31/2018
Conservation Committee	Robert G. Pettit	2 Katahdin Road	12/31/2019
Conservation Committee	Zach Matzkin*	77 Scott Dyer Road	12/31/2019
Conservation Committee	Jim Tasse	30 Cliff Avenue	12/31/2019
3 Year Staggered Terms			
Firing Range Committee	Town Council		
Firing Range Committee			
Firing Range Committee			
Firing Range Committee			
Firing Range Committee			
Fort Williams Park Committee	Donald E. Clark	618 Shore Road	12/31/2019
Fort Williams Park Committee	James T. Walsh	23 Rock Crest Drive	12/31/2019
Ad-Hoc			
Harbors Committee	James Casey	1 Village Lane	12/31/2017
Harbors Committee	Stephen Culver	116 Two Lights Road	12/31/2017
Harbors Committee	Susan Farady	40 Longfellow Drive	12/31/2017
Personnel Appeals Board	Leonard Cole	11 Fieldstone Road	12/31/2019
Planning Board	James H. Huebener	13 Kettle Cove Road	12/31/2019
Planning Board	Henry Steinberg*	13 Hunts Point Road	12/31/2019
Recycling Committee	Vacant		12/31/2019
Recycling Committee	Kara Lavender Law	31 McAuley Road	12/31/2019
Recycling Committee	Vacant		12/31/2019
Riverside Cemetery Committee	Sharon Smarc	84 Oakhurst Road	12/31/2019
Thomas Memorial Library Committee	Sara Hirshon	22 Pilot Point Road	12/31/2019
Thomas Memorial Library Committee	Jason O'Brien	349 Fowler Road	12/31/2019
Thomas Memorial Library Committee	Meg Baxter	59 Wood Road	12/31/2019
Board of Zoning Appeals	John K. Craford	97 Stonybrook Road	12/31/2019
Board of Zoning Appeals	Michael Tadem-Wielandt	26 Woodcrest Road	12/31/2019
Board of Zoning Appeals	Michael F. Vaillancourt	55 Stonybrook Road	12/31/2019
*Termed Out			
#Serving unexpired term			



Debra Lane <debra.lane@capeelizabeth.org>

Application for Boards and Committees

1 message

Elizabeth Goodspeed <

Tue, Nov 29, 2016 at 2:17 PM

To: debra.lane@capeelizabeth.org

Below is the result of your feedback form. It was submitted by
Elizabeth Goodspeed on Tuesday, November 29, 2016 at 14:17:07

Committee No. 1: Comprehensive Plan Committee

Address: 59 Belfield Road, Cape Elizabeth, ME 04107

Home phone:

unlisted: No

Occupation: N/A

Employer: N/A

Why these boards?: Since moving to Cape Elizabeth in 2013, I have often heard the "comp plan" referenced and am thankful that I will be around to participate in the next one - whether on this committee, or in the survey. Being the fastest growing metropolitan area in New England, Portland and its surrounding towns are facing population pressures. I would like to be part of the committee that ensures we follow the desires of the community when it comes to how Cape Elizabeth moves forward.

Skills/Talents: My professional work experience has been in strategic planning and project management for a large academic medical center. I am used to balancing competing priorities and working with multiple constituencies to find common ground. Although I have only been in town for 3 1/2 years, my volunteer work in the community has introduced me to a broad swath of Cape Elizabeth residents and I have quickly recognized that everyone values Cape for different reasons. Although I personally do value land conservation, I do not come to the table with a position of opposing all growth and development. Being fairly new to town, I feel I could approach this process without any prior town experiences shading my perspective.

Previous Service: Cape Elizabeth Land Trust: I have been a Board of Directors member at CELT since 2014, chaired the membership and development committee, governance committee, and chaired the 2015 Paint for Preservation wet paint auction.

Cumberland County Beekeepers Associations: I have been the Membership Chair for CCBA since 2014. CCBA serves as a resource for over 300 beekeepers in Cumberland County.

Employed By Town/School: No

Volunteer For Town/School: No

Flexible Schedule: Yes

Elizabeth Goodspeed
59 Belfield Rd • Cape Elizabeth • Maine • 04107

PROFESSIONAL EXPERIENCE

JOHNS HOPKINS UNIVERSITY SCHOOL OF MEDICINE

Baltimore, Maryland

May 2011 – November 2015

Administrator, Institute for International Medical Education

- Directed operations of Johns Hopkins' collaborative medical school in Malaysia
- Managed \$10mil/year operating budget and endowment
- Developed and managed government, vendor, faculty and consulting contracts
- Provided education administration consulting for foreign governments and medical schools
- Managed web presence of Institute and media inquiries
- Oversaw human resources and payroll of Institute staff and faculty
- Ensured compliance with federal law for international agreements

July 2008 – May 2011

Administrator, Office of the Vice Dean for Education

- Managed implementation of Genes to Society Curriculum and opening of Armstrong Medical Education Building
- Oversaw \$12 mil/year annual operating budget
- In collaboration with Development, prepared fundraising proposals and coordinated fundraising events
- Recruited and hired for faculty and staff positions within the Education Division

JOHNS HOPKINS HEALTH SYSTEM

Baltimore, Maryland

July 2005 – July 2008

Project Manager, Strategic Planning & Market Research

- Managed Curriculum Reform Initiative for Johns Hopkins School of Medicine
- Ensured compliance with LCME standards to maintain accreditation
- Coordinated schematic design phase of 100,000 sf medical education building
- Worked with clinical departments on strategic planning & marketing efforts
- Staffed of School of Medicine education committees

July 2004 – June 2005

Administrative Resident, Strategic Planning & Market Research

- Managed Johns Hopkins Medicine annual Management Objectives process
- Coordinated development of 10-year strategic plan
- Managed database of Johns Hopkins Medicine External Agreements

EDUCATION

Johns Hopkins Bloomberg School of Public Health
Masters of Health Science: Health Finance and Management

Baltimore, Maryland
May 2008

Johns Hopkins University, Krieger School of Arts and Science
Bachelor of Arts Major: Public Health

Baltimore, Maryland
May 2004

Phillips Exeter Academy
High School Diploma

Exeter, New Hampshire
June 2000

VOLUNTEER EXPERIENCE

Cape Elizabeth Land Trust, Board Member
Cumberland County Beekeepers Association, Membership Chair
Belfield Association, Treasurer
Maine Greyhound Placement Service, Member & Adopter

2014 – current
2014 – current
2016 – current
2015 – current



Debra Lane <debra.lane@capeelizabeth.org>

Application for Boards and Committees

1 message

Harvey Rosenfeld
To: debra.lane@capeelizabeth.org

Thu, Oct 20, 2016 at 3:57 PM

Below is the result of your feedback form. It was submitted by
Harvey Rosenfeld) on Thursday, October 20, 2016 at 15:57:54

Date: October 20, 2016

Committee No. 1: Comprehensive Plan Committee

Committee No. 2: Harbor Committee

Committee No. 3: Planning Board

Address: 9 Glen Avenue

Home phone:

Unlisted: No

Cell phone:

Occupation: Retired

Why these boards?: I have a keen interest in the future of Cape Elizabeth where my wife and I have lived for the last thirty years. Due to my vocational activities I have not had the time, until now, to take part in Town activities and now that I have retired I would like to lend my expertise to the Town. I have spent most of my working life in State and municipal government as a planner, City Manager, and Economic Development Professional and feel that I can bring a level of expertise to these committees.

Skills/Talents: My skills are in management, economic development and land use planning, negotiation, facilitation and mediation.

Previous Service: Greater Portland Landmarks, Board member 2 years
GPCOG Loan Fund, Chair, 8 years
Friends of Casco Bay, Board Member, 4 years,
MEREDA, Board Member, 5 years
Staff and assistance to many committees in both Saco and Scarborough

Employed By Town/School: No

Volunteer For Town/School: No

Flexible Schedule: Yes

Harvey R. Rosenfeld
9 Glen Avenue
Cape Elizabeth, Maine 04107

RESUME

PROFESSIONAL EXPERIENCE:

Scarborough Economic Development Corporation, (SEDCO), Scarborough, Maine
President and Executive Director **1989-2013**

City of Saco, Saco Maine
City Administrator **1986-1989**

Rockingham County Community Action Program, Inc., Portsmouth, NH
Executive Director **1984-1986**

State of Maine, Executive Department **1978-1984**

Planner and Field Representative, CDBG Program, **State Planning Office**
Supervisor of Energy Conservation Programs, **State Energy Office**
Director of Low Income Energy Programs, **Office of Community Services**
Director of the Young Adult Conservation Corps, **Office of Community Serv.**

Penobscot Boat Works, Rockport, Maine
Boat builder and Joiner **1975-1978**

Harvey Rosenfeld, Cabinet Making and Architectural Woodworking, Newburyport, Massachusetts
Owner **1972-1975**

EDUCATION:

Bachelor of Arts Degree, Art History, Windham College, Putney, Vermont **1971**



Debra Lane <debra.lane@capeelizabeth.org>

Application for Boards and Committees

1 message

Stephen Rees <

Tue, Oct 25, 2016 at 11:12 PM

To: debra.lane@capeelizabeth.org

Below is the result of your feedback form. It was submitted by
Stephen Rees on Tuesday, October 25, 2016 at 23:12:00

Date: October 25, 2016

Committee No. 1: Planning Board

Committee No. 2: Comprehensive Plan

Address: 23 Cross Hill Road, 04107

Home phone:

Unlisted: Yes

Cell phone:

Work phone:

Occupation: Lawyer

Employer: Consumer Title

Why these boards?: i have always been involved in the current planning and long range comprehensive planning process since law school. I enjoy the history and diversity of Cape Elizabeth and hope to contribute to its vibrant continuation.

Skills/Talents: After law school at U Maine, I worked in Florida in a prominent law firm and concentrated my practice in Land Use and Planning law. I represented both landowners and municipalities in land use and planning boards. My professional experience taught me to understand both sides of the comprehensive planning process.

Previous Service: City of Sarasota Florida, Historic Preservation Board, 2010-2012
Downtown Partnership (Sarasota), 2010-2011

Employed By Town/School: No

Volunteer For Town/School: No

Flexible Schedule: Yes



Debra Lane <debra.lane@capeelizabeth.org>

Application for Boards and Committees

1 message

Peter Curry <...>
To: debra.lane@capeelizabeth.org

Sun, Nov 20, 2016 at 9:58 AM

Below is the result of your feedback form. It was submitted by
Peter Curry) on Sunday, November 20, 2016 at 09:58:54

Committee No. 1: Comprehensive Plan Committee

Address: 8 Stonybrook Road

Home phone:

Work phone:

unlisted: No

Occupation: retired attorney

Employer: n/a

Why these boards?: Interest in future development policy for town, based in part on my service on Town Center committee. I am volunteering for one of the public positions. The representative from the Planning Board is Victoria Volent.

Skills/Talents: Legal training, policy analytical skills

Previous Service: Cape Elizabeth Planning Board (current chair) for 4 years; Manchester, MA Zoning Board of Appeals (2 years, 1980s); Beverly, MA Conservation Commission (2 years, 1970s)

Employed By Town/School: No

Volunteer For Town/School: Yes

Town volunteer explanation: Currently member of Planning Board, but volunteering for member of public position.

Flexible Schedule: Yes

Peter L. Curry
8 Stonybrook Road
Cape Elizabeth, Maine 04107

Professional Background

- **2011 – Date** Retired. Moved to Cape Elizabeth, Maine. Serve on mediation panels for two area non-profit organizations. Serve on Board of Governors for Maine Association of Mediators. Serve as mentor for Hispanic students at Portland High School. Member of Cape Elizabeth Planning Board.
- **2004 – 2011** Retired. Trained as mediator and served on mediation panel, and board of directors, of non-profit mediation organization in Beverly, MA. Served as arbitrator with Financial Industry Regulatory Authority. Taught GED preparation courses in math and reading. Served on boards of directors of conservation and art non-profit associations.
- **1990 – 2003** Senior legal positions with Wellington Management Company LLC, a large investment manager for mutual funds and other institutional investors. Principal duties involved investment management law, corporate law, and international regulation of advisers.
- **1988 – 1990** Partner in Boston law firm of Gaston & Snow. Practice area was primarily financial services law.
- **1976 – 1998** Senior legal positions with Putnam Investments, a large investment manager for mutual funds and other institutional investors. Principal duties involved investment management law, corporate law, and international regulation of advisers.
- **1970 – 1976** Associate lawyer in Boston law firm of Goodwin Procter. Practice areas were commercial, corporate and real estate law.

Educational Background

- **1970** Columbia University School of Law, J.D.
- **1963** Princeton University, B.A.

Other Background Information

- **1963 – 1966** United States Marine Corps, commissioned officer. Service in North Carolina, Asia and California.
- **1990 - 1996, 1998 – 2003** Taught Ethics and Professional Standards courses for Chartered Financial Analyst candidates, sponsored by Boston Society of Security Analysts.

- Proficient in Spanish (formerly near fluent), from college major in Latin American Affairs and summer work and research experience in Colombia.
- Interests include oil painting, athletics (golf, tennis, sea kayaking), history and travel.
- After residing in Massachusetts for 40 years, moved to Maine in spring of 2011.



Debra Lane <debra.lane@capeelizabeth.org>

Application for Boards and Committees

1 message

Timothy Thompson

Mon, Nov 28, 2016 at 11:50 AM

To: debra.lane@capeelizabeth.org

Below is the result of your feedback form. It was submitted by
Timothy Thompson on Monday, November 28, 2016 at 11:50:25

Date: November 28, 2016

Committee No. 1: Comprehensive plan committee

Address: 6 pine ridge rd.

Home phone: .

Unlisted: Yes

Cell phone: .

Work phone: 2

FAX:

Occupation: Insurance and investment management

Employer: Lincoln Financial Group

Why these boards?: Very interested in the future plan for Cape Elizabeth and being part of building a balanced plan for our future.

Skills/Talents: Years of experience in planning, budgets, collaboration and consensus building. I also have over 30 years in the town as a resident and involved downtown business property owner.

Previous Service: Municipal operations comm.

Employed By Town/School: No

Volunteer For Town/School: No

Flexible Schedule: Yes



Debra Lane <debra.lane@capeelizabeth.org>

Application for Boards and Committees

1 message

Robert G. Petitt

Tue, Oct 11, 2016 at 4:06 PM

To: debra.lane@capeelizabeth.org

Below is the result of your feedback form. It was submitted by Robert G. Petitt (on Tuesday, October 11, 2016 at 16:06:37

Date: October 11, 2016

Committee No. 1: Conservation Committee

Address: 2 Katahdin Road, Cape Elizabeth, Maine 04107

Home phone:

Unlisted: No

Cell phone:

Work phone: na

FAX: na

Occupation: retired

Employer: na

Why these boards?: Over the years I have served on a number of boards, and enjoyed my work supporting USM's department of Environmental Science as a member of USM's Board of Visitors and the ASET board.

Skills/Talents: Planning, fund raising, marketing.

Previous Service: Founder, Advisory Board, College of Science, Technology and Health, University of Southern Maine (4 years)

Member, Board of Visitors, University of Southern Maine (6 years)

Board Member, Greater Portland Council of Governments (4 years)

Board member, Gorham Economic Development Corporation (8 years)

Past Chairman, Board of the School of Applied Science, Engineering & Technology, University of Southern Maine (4 years)

Past Chairman of the Board, Sanford/Springvale Chamber of Commerce (2 years)

Past Chairman of the Board, Goodwill Industries of Northern New England (2 years)

Employed By Town/School: No

Volunteer For Town/School: No

Flexible Schedule: Yes

Robert G. Pettit
8 Katahdin Road
Cape Elizabeth, Maine 04107

- 2001 - 2006 **Media Paths, Inc.**, Gorham, Maine - **Owner** of technology management and marketing consulting practice. Engagements included clients in Tennessee, Maine, Canada, Massachusetts, and Europe.
- 1998 - 2000 **DOCdata USA, Inc.**, Sanford, Maine, & Canoga Park, California - **President & CEO** of a U.S. holding company engaged in the manufacture, packaging and distribution of audio and ROM compact disc media for global consumption, for a Dutch shareholder..
- 1994 - 1998 **IWC, Inc.**, Sanford, Maine - **Managing Director & CEO** of Italian-backed fashion textile manufacturing firm producing high grade worsted and woolen goods for the men's wear, and women's wear industries worldwide.
- 1990 - 1994 **US Optical Disc, Inc.**, Sanford, Maine - **Co-General Manager** responsible for marketing, sales, customer service and production planning within a manufacturer of compact discs (a DOCdata NV holding).
- 1985 - 1989 **American Bank, FSB**, Sanford, Maine - **President & CEO** of a mutual thrift doing business in Sanford and Portland, Maine.
- 1983 - 1985 **First National Bank of Boston / Casco Northern Bank**, Portland, Maine - **Vice President** in charge of Bank of Boston's attempt to purchase or build a New Hampshire franchise.
- 1980 - 1983 **Northeast Bank of Sanford**, Sanford, Maine - **President & CEO** of a nationally chartered trust company, part of Northeast Bancshare Group.
- 1977 - 1980 **Credit Suisse**, New York City - **Group Vice President**, responsible for all New York state and New England banking and corporate business for this Swiss-based institution.
- 1975 - 1977 **Chemical Bank**, New York City - **Vice President**, managed corporate banking and correspondent activities in New England including lending, cash management, and corporate trust services.
-

Education: Bachelor of Arts, Monmouth College, Monmouth, Illinois

Military Service: Captain, US Army Signal Corps
NATO Intermember Signal Liaison Officer, Seckenheim, Germany
Intelligence, Civic Action and Logistics Officer, 12th Signal Group, DaNang, Vietnam

Advisory Clients: Il Gruppo Frati, Habama, CRT Nashville, Montreal International, Community Network Systems, Dorian Group, North Atlantic Capital, Head & Associates, Katahdin Screens, The Portal of Montreal, Astral Communications, University of Southern Maine, Thomson Group, Saco River Telegraph and Telephone, InPlan Group, AG Media, Verrill Dana LLP

Activities: Founder, Advisory Board, College of Science, Technology and Health, University of Southern Maine
Member, Board of Visitors, University of Southern Maine
Board Member, Greater Portland Council of Governments
Board member, Gorham Economic Development Corporation
Past Chairman, Board of the School of Applied Science, Engineering & Technology, University of Southern Maine
Past Chairman of the Board, Sanford/Springvale Chamber of Commerce
Past Chairman of the Board, Goodwill Industries of Northern New England



Debra Lane <debra.lane@capeelizabeth.org>

Application for Boards and Committees

1 message

James Walsh <
To: debra.lane@capeelizabeth.org

Thu, Nov 3, 2016 at 10:28 AM

Below is the result of your feedback form. It was submitted by
James Walsh on Thursday, November 03, 2016 at 10:28:42

Date: November 3, 2016

Committee No. 1: Fort Williams Advisory Committee

Committee No. 2: ~~Comprehensive Planning Committee~~ *per Mr. Walsh*

Address: 23 Rock Crest Drive, Cape Elizabeth, Maine 04107

Home phone: -----

Unlisted: Yes

Cell phone: : -----

Work phone:

Occupation: Management

Employer: L.L.Bean Company

Why these boards?: Offering my time,talent and experience to these two very important town wide committees

Skills/Talents: *Six years on the Cape Elizabeth Zoning Board
*Six Years on the Cape Elizabeth Town Council
*Six years as the Town Council Liaison to the Fort Williams Advisory Commission

Previous Service: See above

Employed By Town/School: No

Volunteer For Town/School: No

Flexible Schedule: Yes



Debra Lane <debra.lane@capeelizabeth.org>

Application for Boards and Committees

1 message

James Casey

Sat, Oct 22, 2016 at 9:19 AM

To: debra.lane@capeelizabeth.org

Below is the result of your feedback form. It was submitted by
James Casey on Saturday, October 22, 2016 at 09:19:09

Date: October 22, 2016

Committee No. 1: Harbors

Address: 1 Village Lane

Home phone: :

Unlisted: No

Cell phone: :

Work phone: ---

FAX:

Occupation: Marketing Consultant

Employer: Self

Why these boards?: Coastal management is an interest of mine.

Skills/Talents: I have extensive experience working on waterways issues. For 10 years I was Chairman of the Scituate (MA) Waterways Commission. In that time the committee established an Enterprise Fund and Capital Planning strategy. The commission was successful in securing substantial funding for dredging, beach nourishment and jetty repair from Army Corp of Engineers and various state departments and agencies. The commission was responsible for rehabilitating several landings in the town. The commission recommended to the town the purchase of a marina that was for sale (and 3+ acres of land) and facilitated its purchase. No town funds were used.

Previous Service: Scituate Waterways Commission (Chairman 10 years).
MCED's Top Gun program as mentor for start ups and early stage companies -3+ years
Association for Consulting Expertise (VP) - non-profit of independent consultants - 5+ years
Board Member - Serve New England, Community service & food co-op. 20,000 volunteers throughout New England - 10 years

Employed By Town/School: No

Volunteer For Town/School: No

Flexible Schedule: Yes



Debra Lane <debra.lane@capeelizabeth.org>

Application for Boards and Committees

1 message

Stephen Culver ·

Mon, Oct 31, 2016 at 8:28 AM

To: debra.lane@capeelizabeth.org

Below is the result of your feedback form. It was submitted by
Stephen Culver on Monday, October 31, 2016 at 08:28:01

Committee No. 1: Harbors Committee

Address: 116 Two Lights Road

Home phone:

unlisted: No

Occupation: Consultant/Owner

Employer: Two Lights Group

Why these boards?: As a member of the Town's Weteam and an avid boater, I feel that there are important access issues that should be addressed

Skills/Talents: Management, boating, research, government relations

Previous Service: CE Family Fun day 10 yrs at least, Maine State Chamber of Commerce, 5 years, Big Brothers/Big Sisters, 5 years, Cape Football boosters 4 years, Cape girls Basketball boosters 7 years, Cape Rescue, 2 years

Employed By Town/School: Yes

Town employment explanation: I am a member of the Cape Elizabeth Weteam and have been for 4 years.

Volunteer For Town/School: Yes

Town volunteer explanation: I am still a member of the Family Fun Day Committee

Flexible Schedule: Yes



Debra Lane <debra.lane@capeelizabeth.org>

Application for Boards and Committees

1 message

Susan Farady

Thu, Nov 3, 2016 at 3:57 PM

To: debra.lane@capeelizabeth.org

Below is the result of your feedback form. It was submitted by
Susan Farady on Thursday, November 03, 2016 at 15:57:32

Committee No. 1: Harbors Committee

Address: 40 Longfellow Drive

Home phone:

Work phone:

unlisted: No

Occupation: College professor

Employer: University of New England

Why these boards?: I am interested in becoming involved with town governance, and have specific expertise and interest in coastal management issues. Like many Cape Elizabeth residents, I cherish the fabulous coast and public access points that we enjoy, and would like to be part of thinking of how best to manage this incredible coastline for the benefit of current and future generations.

Skills/Talents: I have 30 years of experience working on coastal and marine issues, as a researcher, a sailor, a lawyer, a conservation advocate, and now in my current position as a college professor educating students about coastal and marine management issues. I think I can contribute subject matter expertise, as well as extensive experience working with governing bodies as an advisor to state, regional and national marine management organizations.

Previous Service: I have served as an advisor to the Sea Education Association for over 20 years, the Stellwagen Bank National Marine Sanctuary for 16 years, the Maine Department of Marine Resources Advisory Council for 4 years, and the Maine Clean Marinas Working Group for 3 years.

Employed By Town/School: No

Volunteer For Town/School: Yes

Town volunteer explanation: I have volunteered occasionally at Pond Cove and the Middle School, where my daughter is now a 6th grader.

Flexible Schedule: Yes

Susan E. Farady

QUALIFICATIONS

Marine Resource and Environmental Policy Expertise

- Co-authored ocean and coastal law textbook; designed and taught marine policy classes for law and undergraduate students
- Researched and co-authored report mapping and analyzing existing marine protected areas in the U.S. Gulf of Maine
- Advised marine and environmental experts as member of Stellwagen Bank National Marine Sanctuary Advisory Council, Maine Department of Marine Resources Advisory Council, Vermont Law School, Sea Education Association, and The Coastal Society
- Participated in regional and national coalitions regarding marine spatial planning, ocean policy reform, marine protected areas and clean marina practices
- Developed and implemented corporate environmental compliance, audit and training materials
- Surveyed marine resource management issues and edited Gulf of Maine Regional Monitoring Plan

Management and Communication Experience

- Managed budgets, personnel, administrative and planning operations in non-profit and academic settings
- Presented testimony on ocean management bills and issues to state legislatures and government managers
- Chaired marine stakeholder working group and Board of Trustees nomination committee
- Published articles in Ocean and Coastal Law Journal and other media on marine resource and National Marine Sanctuary issues
- Presented marine policy lectures to professional conferences, journalists, students and community groups
- Developed marketing and business plan presentations for computerized record management company

EXPERIENCE

University of New England, Marine Science Center, Biddeford, Maine Assistant professor, marine affairs; 2014-present

Marine Affairs Institute/RI Sea Grant Legal Program, RWU School of Law, Bristol, Rhode Island; Director; 2008-14

The Ocean Conservancy, Portland, Maine; New England regional director; 2007-2008; program manager; 1999-2007

Adjunct faculty; Bates College Mellon Fellow, 2003-04; University of Maine School of Law, marine policy and law, 2005-2008;

RWU School of Law, marine policy and law, 2008-14

Kline Law Offices, Portland, Maine; Associate; 1998-1999; civil employment law practice

MacImage of Maine, LLC, Portland, Maine; General counsel/operations manager; 1997-98; database management company

Griffin & Levine, P.C., White River Junction, Vermont; Associate, 1995-97; law clerk, 1994; public defender office

NYNEX Corporation, New York City, New York; Project manager, 1995; consultant, 1993; environmental compliance and policy

Hale and Dorr, Boston, Massachusetts, and Meditrust, Inc., Newton, Massachusetts; Contract counsel, 1994-95; civil litigation

EDUCATION AND PROFESSIONAL LICENSES

Admitted to practice law: Maine, Massachusetts and Vermont

Vermont Law School, South Royalton, Vermont; J.D. 1994

1994 Alumni Association Award, Outstanding Contribution to School and Community

1994 Finalist, Best Oralist; Pace University National Environmental Moot Court Competition

1993-94 Academic Honors; Moot Court and Environmental Moot Court Advisory Boards

University of Colorado, Boulder, Colorado; B.A. Biology, 1985; emphasis on environmental biology and education

SEA Semester/Boston University, Woods Hole, Massachusetts, 1985; oceanography and maritime studies ashore and at sea

ORGANIZATIONS

SEA Semester: Corporation member, Board of Trustees member, Alumni Council member, 1997-present

Vermont Law School, Environmental Law Center Advisory Committee Member, 1996-present

Maine Bar Association, Young Lawyer's Section: Board of Directors, 1998-1999; Chair, 2000

Metcalf Institute for Marine and Environmental Reporting: Board of Directors, 2010-present

The Coastal Society: Board of Directors, 2011-present

OTHER EXPERIENCE

U.S. Coast Guard license: Able Seaman with Sail Endorsement, 1990

Research and policy assistant: Gulf of Maine Council; University of New Hampshire; NOAA; 1989-92

Professional crew: oceanography, education, delivery, and charter work aboard Tall Ships and yachts, 1985-89



Debra Lane <debra.lane@capeelizabeth.org>

Application for Boards and Committees

1 message

James H Huebener

Sun, Oct 9, 2016 at 2:11 PM

To: debra.lane@capeelizabeth.org

Below is the result of your feedback form. It was submitted by James H Huebener () on Sunday, October 09, 2016 at 14:11:58

Committee No. 1: Harbors Committee

Committee No. 2: Planning Board

Address: 13 Kettle Cove Road

Home phone:

Work phone:

unlisted: No

Occupation: Semi-retired Engineer, part-time commercial lobsterman

Employer: Enterprise Engineering

Why these boards?: For the Harbors Committee, I am a commercial lobsterman, fishing out of Kettle Cove, so I have a real interest in the rules and regulations that govern the harbors. For the Planning Board, I previously served a term on the Board. I enjoyed my time on the Board, and found it very interesting.

Skills/Talents: My use of Kettle Cove for lobstering has given me first-hand experience with the Harbor - how it is presently used, interaction with the State Parks personnel, and interaction with non-commercial users of the launching area.

My engineering background can provide valuable technical input on various proposals put before the Planning Board.

Previous Service: Planning Board - approx 3 years, beginning about 8 years ago. I resigned my seat because an increased amount of business travel prevented me from regularly attending workshops and meetings. I have since retired as a full-time engineer, so I no longer travel for work.

Employed By Town/School: No

Volunteer For Town/School: Yes

Town volunteer explanation: Coordinator of the Memorial Day Parade - approx 10 years (still hold the position)

Flexible Schedule: Yes



Debra Lane <debra.lane@capeelizabeth.org>

Application for Boards and Committees

1 message

Sara Hirshon <
To: debra.lane@capeelizabeth.org

Mon, Oct 24, 2016 at 4:50 PM

Below is the result of your feedback form. It was submitted by
Sara Hirshon on Monday, October 24, 2016 at 16:50:10

Date: October 24, 2016

Committee No. 1: Comprehensive Plan Committee

Committee No. 2: Fort Williams Park Committee

Committee No. 3: Thomas Memorial Library Committee

Address: 22 Pilot Point Road, Cape Elizabeth, Maine

Home phone:

Unlisted: No

Cell phone: |

Work phone:

Occupation: Attorney

Employer: Verrill Dana, LLP

Why these boards?: As resident who grew up in Cape Elizabeth, moved away for twenty years, and later returned, I am interested in shaping the town going forward to ensure that my children have the same experiences and resources that I had as child. These are the some of the places and resources that I used as a child, and I want to make sure that they are maintained and improved upon.

Skills/Talents: Ability to work collaboratively and listen to others opinions and points of view; strong analytical and negotiation skills; familiarity with statutes and law; knowledge of Cape Elizabeth

Previous Service: Town of Arlington, MA Equal Opportunity Committee - 2013-2015

Resources for Human Development, Inc. - 2010-2015

The Guidance Center, Inc. - 2005-2010

American Bar Association, Various Committees, 2007-Current

Family Crisis Services, Inc. - 2016-Current

Employed By Town/School: No

Volunteer For Town/School: No

Flexible Schedule: Yes



Debra Lane <debra.lane@capeelizabeth.org>

Application for Boards and Committees

1 message

Jason O'Brien ·

Mon, Nov 7, 2016 at 4:31 PM

To: debra.lane@capeelizabeth.org

Below is the result of your feedback form. It was submitted by
Jason O'Brien on Monday, November 07, 2016 at 16:31:44

Committee No. 1: Thomas Memorial Library Committee

Address: 349 Fowler Road

Home phone:

unlisted: No

Occupation: VP of Operations

Employer: NimbleNotes

Why these boards?: Having just moved back to Cape, I want to get more involved in the town I grew up in. I graduated from Boston University with a degree in English, so I love being in libraries. I currently work for a startup based out of Boston. I regularly go to TML to get work done. The renovations that were done are phenomenal! It's really awesome to have such an amazing space for our community to use and enjoy.

Skills/Talents: I worked in retail for 10 years which requires a lot of communication and collaboration. Now that I work for a startup, I get to be a lot more creative to get things done. I think the combination of those skills--and then some--would really help me to serve on the committee and be able to get things done.

Employed By Town/School: No

Volunteer For Town/School: No

Flexible Schedule: Yes

Jason O'Brien

349 Fowler Road • Cape Elizabeth, ME 04107 •

OPERATIONS MANAGEMENT

Brand Strategies – Business Development – Build / Retain Teams – Customer Satisfaction – Increased Market Share

Results-oriented professional with success in building responsive management teams, increasing client satisfaction levels, and enhancing market share in highly competitive economy. Devise and implement brand strategies that successfully grow business for startups and established operations. Combine keen insight into consumer behavior with exceptional people, team leadership, and clear communication skills. Identify problems and offer practical solutions that promote efficiency, team morale, and organizational strength.

Selected Achievements

- Earned multiple fast-track promotions to senior leadership positions. Completed Store Management training program in preparation for promotion after 13 months of hire, May 2015, *Target*.
- Chosen to attend three warehouse sales across the country to lead accelerated training of over 200 temporary hires at each location, 2016, *Lululemon*.
- Over 10 years' experience designing and facilitating training sessions for new hires, management, and train the trainer programs for international brands such as *Lululemon*, *Target*, *Club Monaco*, and *Abercrombie & Fitch*.
- Took single store from \$3.8M to over \$10M in annual revenue, 2009 to 2014 – *Club Monaco* (CM).

Core Competencies

- Strategic Planning
 - Process Improvements
 - Cost / Waste Control
 - Innovative Marketing Strategies
 - Scheduling / Payroll
 - Analytical Problem Solving
 - Agile Leadership
 - Talent Management / Development
 - Key Performance Indicators (KPIs)
-

Professional Experience

NIMBLENOTES, Boston, MA

2016 to Present

EdTech start up developing an online note-taking and study platform designed to help students learn more efficiently.

VP of Operations

Serve as strategic advisor to the CEO, specifically focusing on marketing, social media and growth initiatives.

- Execute brand awareness and customer acquisition strategies in order to increase brand awareness, customer engagement and growth.
- Manage SEO campaign with Google Analytics. Optimize website keywords based on keyword research, keyword strategy, competitive analysis and other factors in order to increase web presence.
- Conceptualize, implement and manage social media platforms and corporate blog.

THE WOODBURY COTTAGE, Portland, ME

2015 to Present

Rental property with elevated concierge services that enhance guest's vacations with authentic and unique Maine experiences.

CEO/Owner

Oversee all operations, property maintenance, renovations, guest relations and growth initiatives.

- Network and collaborate with local small businesses in order to offer guests unique Maine experiences. Some examples include: hand delivered fresh lobsters, lobster boat tours, yoga instructors and private chefs on site, kayak rentals and tours, along with others.
- Comprehensive market and competition analysis led the property to be one of the most sought after properties on Great Diamond Island with the highest occupancy rate for 2016.
- Increased occupancy rate 366% from 2015 to 2016 through grassroots, online and word of mouth marketing tactics.

LULULEMON ATHLETICA, Lynnfield, MA

2014 to 2016

High-end yoga-focused chain featuring stylish athletic wear & accessories

Educator / Product and Men's Specialist

Recruited as consultant to increase sales in men's department, create weekly communication base on new products, educate floor personnel on latest and emerging trends in menswear.

- Collaborate on product component of regional grassroots marketing initiatives including in store and community events and weekly email blasts.
- Spearheaded implementation and rollout of new wireless inventory management system by training 30 individuals on usage, best practices and troubleshooting.

TARGET, Woburn, MA

2014 to 2015

Features affordable fashion; location was also fitted with a pharmacy, grocery section, and a Starbucks.

Executive Team Leader

Oversaw the guest service, merchandising, and operations of eight departments accounting for \$20M of this \$75M location. Developed and implemented strategies that maximize service levels, meet payroll, and achieve expense control.

- Served as one of 10 executive team leaders that collectively manage up to 250 store associates.
- Monitored sales floor, set daily sales goals and expectations, and quickly identified and implemented solutions to any in-stocks, presentations, pricing, signing, or safety issues.
- Played integral role in performance management process; recognized, coached, evaluated, and provided feedback to talent; submitted written performance reviews and delivered counseling / correction action.

CLUB MONACO, Boston, Cambridge, and Natick, MA

2009 to 2014

A mid-priced, high-end, casual clothing retailer owned by Polo Ralph Lauren with 140 locations in US and abroad.

Area Manager – Prudential Center, Cambridge Side Galleria, Natick Mall

2011 to 2014

Oversaw all aspects of operations, talent management, customer experience, and visual presentation of stores; planned and implemented strategies that increased market share and client satisfaction while promoting positive company culture.

- Partnered with corporate leaders of operations, allocations, and marketing departments to resolve issues within market to drive sales and profitability.
- Analyzed and managed sales and wage budgets; monitored KPIs (Conversion, ADT, UPT, and SPH) to improve team effectiveness; coached managers based on results.
- Selected, trained, and motivated 16 managers, oversaw coaching / development of 150 part-time employees.
- Oversaw outreach programs to drive traffic / sales; trained staff to achieve 75% data capture rate at POS.

Store Manager – Prudential Center

2009 to 2011

Associate Store Manager – Prudential Center

2009

ABERCROMBIE & FITCH / HOLLISTER CO., Boston, MA

2005 to 2009

Abercrombie & Fitch (A&F) is a national clothing and fashion outlet; Hollister Co. is an offshoot brand of A&F.

General Manager

2008 to 2009

Oversaw all aspects of daily operations for two Boston area stores each with annual revenue upward of \$7M; set and exceeded annual goals.

- Supervised six-member management team while developing talent to advance within industry.
- Oversaw recruitment, hiring, and training of up to 100 part-time associates for each location.

Store Manager

2006 to 2008

Assistant Manager

2005 to 2006

Education

Bachelor of Arts, English – Boston University, Boston, MA – 2003



Debra Lane <debra.lane@capeelizabeth.org>

Application for Boards and Committees

1 message

Meg Baxter < >
To: debra.lane@capeelizabeth.org

Mon, Nov 28, 2016 at 3:07 PM

Below is the result of your feedback form. It was submitted by
Meg Baxter on Monday, November 28, 2016 at 15:07:35

Committee No. 1: Fort Williams Park Committee

Address: 59 Wood Road

Home phone: _____

unlisted: No

Occupation: NonProfit Administrator

Employer: Senator George Mitchell Scholarship Institute

Why these boards?: I am a 30 year Cape resident and love the Park.

Skills/Talents: I have run nonprofit organizations for over 25 years. I am good listener and collaborator.

Previous Service: I have chaired the Boards of Maine Medical Center and Spring Harbor Hospital. I currently serve on the Boards of the Fisher and Crewe Foundations.

Employed By Town/School: No

Volunteer For Town/School: No

Flexible Schedule: Yes

Meg Baxter

59 Wood Road, Cape Elizabeth, ME 04107

Qualifications Summary

Proven executive with a record of strategic leadership, resource development, Board management and resource allocation. Passionate advocate for the not for profit sector and the people and communities served by it. Demonstrated financial acumen resulting in revenue generation, resource diversification and strong bottom line maintenance and growth. Strong record of Board development and volunteer management. Skilled strategic thinker excelling at creating alignment around mission and vision. Superior oral and written communication skills. Established statewide leadership.

Professional History

President & CEO, Mitchell Institute, Portland, ME
Present

1/12 -

Chief executive responsible for the management of Senator George Mitchell's scholarship and research institute.

President, United Way of Greater Portland, ME

1989 – 2010

Chief executive responsible for strategic planning, board management, governance, administration, stakeholder relations, community impact, resource development and diversity initiatives. Managed organizational budget of \$14 million and staff of twenty-four. Initiated multiple collaborative programs including Maine Community AIDS Partnership, 2-1-1 Maine and Let's GO!

Selected Accomplishments

Program Development

- **2-1-1 Maine**
Directed statewide collaborative to bring 24/7 information and referral services to Maine. Created collaborative model among ten United Ways in Maine, Ingraham and multiple other service providers that led to the first comprehensive statewide data base of agencies, programs, services and volunteer opportunities. Secured state funding of \$600,000 annually as well as developed a pro rata funding agreement among the United Ways. Became the fifteenth state with a 2-1-1 organization to providing service 24/7. Expanded Board to ensure broader statewide representation.
- **Let's GO!**
Collaborated with six leading Maine corporations to develop a regional response to the epidemic of childhood obesity. \$1.25 million was committed to create a community model involving schools, workplaces, medical professionals and communities to address the issue. Recognized as a national model by the Centers for Disease Control. Included significant evaluation model to track behaviors that demonstrated consistent increases in parent and children's awareness of healthy eating habits. 100% of schools working with Lets' GO! made improvements to the nutritional quality of the school meals served.

Meg Baxter

- **Diversity Cabinet**

Led organizational commitment to diversity and inclusion through the UWGP Diversity Cabinet. Addressed cultural and educational gaps through personal learnings, outreach and funding thereby creating a more open, welcoming and adaptive organization. Established funding pool to advance the work of groups in Portland addressing issues affecting diverse communities.

- **Libra Foundation Summer Champs Program**

Managed eleven year program that provided \$600 - \$1000 in camp scholarships to children annually in grades 3 - 6 in the Portland Public Schools. At the height of the program, over 1,500 children received the scholarships. This resulted in the distribution of \$1.4 million to over 200 camps across Maine each summer.

Financial Management

- Managed creation of the United Way Foundation to provide means for donors to create a lasting impact with a planned or outright gift. Endowment grew from less than \$1,000,000 in 1997 to over \$6,000,000, not including over \$1,000,000 in expectancies.
- Annual campaign accounted for over \$170 million during tenure.

Education

- Regis College, Weston, MA *BA in Social Work*
-

Meg Baxter

Community Leadership

- Fisher Foundation, *Board of Trustees*
- Crewe Foundation, *Board of Trustees*

Past Community Leadership

- The Board Network, *Board of Directors*
- Cancer Community Center, *Board of Directors*
- Fleet Bank of Maine *Board of Directors*
- Spring Harbor Hospital, *Board of Trustees (Founding Chair)*
Maine Medical Center, *Board of Trustees, (Past Chair) Executive Committee, Governance Committee*
- MaineHealth, *Board of Trustees, Executive Committee, Governance Committee*
- Maine Public Broadcast Network, *Board of Directors*
- Park Danforth/Home for the Aged, *Board of Directors (Past Chair)*
- Peoples Heritage Bank/TD BankNorth Maine *Board of Directors*
- Pineland Farms, *Board of Directors*
- Portland Chamber of Commerce, *Board of Directors*
- State of Maine, *Advisory Council for the Reorganization and Unification of DHS/BDS*
- State of Maine Department of Health & Human Services, *Commissioner's Implementation Advisory Team, Chair*
- United Way of Greater Portland *Diversity Cabinet, Staff Leader*
- University of New England, *Board of Trustees (Past Vice Chair)*
- University of Southern Maine, *Board of Visitors*

Community Recognition

- American Heart Association *Crystal Heart Award*
- Girls Scouts of Kennebec Council *Woman of Distinction*
- Institute for Civic Leadership, *Distinguished Alumni Award*
- Junior Achievement Maine *Business Hall of Fame*
- Maine Magazine *50 Who Have Made a Difference in Maine*
- Muskie *Access to Justice Award*
- Portland Area Chamber of Commerce *President's Award*
- Salvation Army *Others Award*
- University of New England *Deborah Morton Award*
- University of Southern Maine *Distinguished Achievement Award*
- YWCA *Women of Achievement*