

Town of Waterboro

20/20 Master Planning Committee

Minutes

January 14, 2013--5:00 PM--Central Fire Station

Call to Order: 5:02 PM by Tom Ursia

Present: Dave Barker, Judi Carll, Andy Cote, Tim Neill, Robert Powers, Dwayne Prescott, Tom Ursia, Sel. Dave Woodsome. Absent: Todd Abbott, Dianne Holden, Roger Macomber.

Review & Accept Agenda: Moved by Dave Barker, seconded by Dwayne Prescott: To accept the Agenda as printed. The motion was carried.

Minutes: Moved by Dave Barker, seconded by Tim Neill: To accept the Minutes of the Meeting of 12-3-12 as printed. The motion was carried with Andy Cote and Dwayne Prescott abstaining because they were not in attendance at the meeting.

Announcements: Tom Ursia reminded Committee Members that the Selectmen will be meeting with the Economic Development Committee on 1-17-13 and that 20/20 Committee Members are invited to attend and participate.

Bob Powers reported that the Committee's 12-11-12 presentation to the Board of Selectmen on the Committee's past, present and future activities seemed well received by the Selectmen.

Old Business:

Review of January 12 Village Listening Sessions: It was agreed that although attendance was not as great as was hoped, the sessions went well and the Committee was pleased with the in-put that it received. Highlights of in-put generated included:

~Try to avoid "short term infrastructure" fixes on Route 5 which might impact the Town's long term chances of having the State do a quality job of up-grading the road.

~Continue and refine trail systems which will contribute to economic development.

~Parking everywhere in Town is an issue that needs to be addressed.

~Find a different location for the Bandstand in the Center Village.
~Consider pursuing formalizing zoning for Carthage area holdings. Also pursue the possible benefits to “incentive zoning.”
~Need recreational facilities (bowling alleys, sports centers, etc.)
~Most ordinances need to be reviewed and many need to be up-dated

Progress on Sewall Company Activities: Tom reported that he has been in weekly contact with Mike Riley and work is progressing on the Committee’s scope of services. Details and costs for the Town web-based mapping has been discussed and will be ready to be voted on by the Committee after Mr. Riley’s progress report to the Committee on February 11th.

Task List Up-Dates: It was agreed that a regular agenda item for all future Committee Meetings would include up-dates on the progress / developments of the several Committees.

New Business:

Committee Actions: It was agreed that the Committee endorses Tom Ursia’s efforts to get the Sewall Company to serve as the primary host for the Town’s GIS / Planimetric Mapping through the collaborative efforts of the 20/20 Committee and the Sewall Company.

Consensus was arrived at by the Committee to continue working on the tasks of:

1. Extending web hosting by Sewall through FY 14
2. Exploring Muskie School matching grant monies
3. Exploring consultant support services as deemed necessary

Meeting Dates: It was agreed to confirm the Committee’s earlier decision to continue to hold Committee Meetings at 5:00 PM at the Central Fire Station on the 2nd Monday of each month.

Adjournment: Moved by Tim Neill, seconded by Dwayne Prescott: To adjourn the Meeting. The motion was carried and Tom Ursia announced that the Meeting was adjourned at 6:53 PM.

Respectfully submitted,

Robert Powers for Dianne Holden

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Town of Waterboro

20/20 Master Planning Committee

Minutes

February 11, 2013--5:00 PM--Central Fire Station

Call to Order: 5:00 PM by Tom Ursia

Present: Todd Abbott, Judi Carll, Tim Neill, Robert Powers, Dwayne Prescott, Tom Ursia, Sel. Dave Woodsome, Greg Masalsky, and Ray Corson of the Sewall Company. Absent: Andy Cote, Dianne Holden, Roger Macomber.

Review & Accept Agenda: Moved by Todd Abbott, seconded by Robert Powers : To accept the Agenda as printed except to act on the Minutes of the 1-14-13 Meeting at the next Meeting. The motion was carried.

Announcements: Tom Ursia shared an article on *Village Listening Sessions* that appeared in the 2-6-13 *Reporter* and it was agreed that a letter thanking Kerry Deanagelis for attending the “East” session and for doing a nice job with the article would be sent to the *Reporter*. Additionally, a special “thank you” ad will be placed in the *Reporter* thanking Biddeford Savings Bank and Kerry.

Tom Ursia also shared an e-mail that he received from Rhoda Butler regarding her attendance at the “South” session. In her e-mail, Mrs. Butler suggested checking out the concept of incorporating a cooperative greenhouse in a village area. She also recommended a book titled *Independence for Life (Homes and Neighborhoods for an Aging America)* edited by Henry Cisneros, etc.

New Business:

Presentation & Report by Sewall Company: Ray Corson, GIS Manager, reviewed with the Committee what the Sewall Company has been doing since they started working on the Committee’s behalf. His presentation began with an overview of GIS and how Sewall Company uses it in planimetric mapping. His power point type presentation included several sample town-wide maps of Waterboro that Sewall is developing for the Town. Committee members asked questions and provided in-put during the session that both the Sewall Company and the Committee found very helpful. Several times during and after the session Committee members expressed the opinion that the product being developed would be very beneficial to the Town and that it had long awaited benefits to many

Town committees and the Planning Department.

The discussion next focused on the possibility of Sewall Company serving as a web-based host for Waterboro. It was agreed that Tom Ursia and the Sewall Company would develop a specific proposal for the Committee to consider at the March 11 meeting. This proposal would work within the Committee's existing budget and would serve as a public outreach component.

The final phase of the session with Sewall Company involved the Committee directive that the Sewall Company team research and propose business / industrial park site locations for presentation at the next Committee meeting.

Note: Sewall's Senior Project Manager Mike Riley was involved in an automobile accident enroute to the meeting and thus was unable to attend .

Old Business:

Review of February 2 Village Listening Sessions: Committee members expressed their satisfaction with the "South" and "East" Listening Sessions because good input was received. When "next steps" were discussed, Robert Powers suggested that perhaps an "Executive Summary" could be generated to supplement the products that were developed by the Conway School students. The "Executive Summary" concept was endorsed and it was agreed that it might include a summary of suggestions / comments made as well as Committee recommendations for specific planning actions.

Adjournment: Moved by Todd Abbott, seconded by Tim Neill: To adjourn the Meeting. The motion was carried and Tom Ursia announced that the Meeting was adjourned at 7:20 PM.

Respectfully submitted,

Robert Powers for Dianne Holden

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Town of Waterboro
20/20 Master Planning Committee

Minutes

March 11, 2013 – 5 PM – Central Fire Station

Call to Order: 5:05 PM by Tom

Present: Bob Powers, Dave Barker, Dianne Holden, Todd Abbott, Tim Neill, Roger Macomber, Judi Carll, Any Cote, Sel. Dave Woodsome and Dwayne Prescott, Planning Board member.

Guests: Mike Riley and Ray Corson of Sewall Company

Review & Accept Agenda: Bob made the motion to accept as presented. Roger seconded. Voted, passed.

Minutes: Moved by Tim, seconded by Roger to accept the minutes of the meeting of February 11, 2013 as printed and to accept the minutes of the meeting of January 14, 2013 as printed, acknowledging the fact that Dwayne Prescott who is technically not a member of the Committee, seconded two motions at the January 14, 2013 meeting (the motion to accept the agenda as printed and the motion to adjourn the meeting). Voted, passed.

Announcements: Tom spoke on the educational/connectivity meetings with MEREDA and MITC, noting that members of the 20/20 can attend seminars and workshops, which will be paid by the Committee's budgeted monies. Tom passed out handouts on three upcoming meetings.

Correspondence: None.

New Business:

Sewall Co. Progress Report: Mile Riley and Ray Corson gave a progress report of the planimetric mapping and also a progress report on site location analysis of possible future business/industrial/campus parks and subsurface disposal area concentrations. This report was very informative and created a lot of conversation and discussion. They pointed out that Waterboro contains 53.5 sq. miles and once unsuitable areas are eliminated (ie: Resource Protected areas/wetlands, poor soils, Wellhead Protection area, critical wildlife habitat area, slopes exceeding 10%, and no public sewer/limited capacity for subsurface wastewater disposal) there are very few suitable sites in the East and Center areas of Town. Key criteria for Industrial Parks include: proximity to thoroughfare (no more than 1 mile from it), availability of 3-phase power, adequate acreage (minimum of 50 ac.), availability of public water and sewer, willingness of owners to sell, proximity to other business parks and zoning restrictions. A suitable site should have 5% or less sloping with well drained soils, ideally owned by the Town, have a min. of 50 acres and the utilities necessary for operation.

The northern section of Town has possibilities, but at this time, appears to be too remote. The south-easterly section of Town from the intersection of Rts 202 & 5 and west toward South Waterboro, appears to be too wet for development, but possibly could support a strip mall. The area around Ossipee Mountain (Middle Rd/Route 5) and the areas of Deerings & Roberts Ridge Roads should stay rural. There is possible development on the Rt. 202 side of the triangle that includes Old Alfred Road and Rt. 5.

The preliminary findings for wastewater concludes that the need for public sewer is not as great where public water exists. If necessary in the future, they see each village area potentially having a small wastewater system. The Little Ossipee Lake is the best natural resource in Waterboro and it needs to be protected. Sewall feels this should be the first priority for a Town wastewater system, to preserve the lake. The Lake Arrowhead community may have to do something in the future.

Noted that it would be helpful to get future development information from the Water District. The District would like a standpipe near Roberts Ridge Road in the future. They need additional storage and more gallons. For future planning purposes, the Town needs to know what their plans are. Tom will try to obtain that information. Sewall feels the 1st. priority for future public water would be Old Alfred Road.

Agreed that the Final Presentation from Sewall Co. will be April 22nd. , which the Board of Selectmen and all Town Committee members will be invited. It will be held at 5 PM at Central Station. April 29th. will be an alternative date.

A 10 min. break was taken to give Mike & Ray time to take care of the presentation tools.

Tom conducted a debriefing of the presentation with Sewall Co:

- It was noted that perhaps parcels under more than one ownership could be put together for a business park site – it doesn't necessarily have to be land under one ownership. Also, it was noted that a business park may consist of only one building, not necessarily many buildings.
- Discussed the Goodall Hospital campus and it's future.
- Some felt that zoning changes need to be dealt with now due to the possibility of development in the near future, not wait until the Final Report is completed in 1 yr +.
- Some want Incentive Zoning that is pro-business.
- Some felt that new Wellhead Protection zone areas should be made a Conditional Use.
- Conclusion: Sewall Company's presentation of three potential industrial development locations are suitable, however, within the Committee's discussion, they felt that there may be an additional location, and recognize there may be other locations that are

suitable along the connecting Rt 5 corridor. Additionally, they feel that the Planning Board needs to start acting on the zoning in this area. Tom will relay this conclusion to

3.

- Sewall and will ask for a Draft for the Committee's review before completing the Final Presentation.

Population Demographics & Conversation with Planning Decisions: Bob reported on his conversation with Planning Decisions. It was agreed to have a forecast analysis done by Planning Decisions and the data merged into the Population Chapter.

Public Web-Based Hosting: Discussion was held about Sewall Co. hosting all the Town's planimetric map layers at a cost of \$5,000.00 that would cover the time period of April, 2013 thru June, 2014. The Committee will discuss this proposal again in May.

Old Business:

Due to the length of the meeting, the Committee members agreed to hold another meeting on March 25th. to discuss the following items:

Subcommittee Updates on Task Assignments: Committee members:

Ownership and tract reference of old railroad bed locations: Todd & Dianne

Current Population & Growth Forecasting: Bob

Status of Les Bois Carthage holdings: Tom & Todd

Natural Resources & Open Space/Recreation Planning: Todd & Dianne

Tourism & Hospitality Industry Marketing: Tom, Kerry D'Angelos & Leo Binette

Economic Development Strategies: Tom, Kerry & Leo

Infrastructure (water, sewer & air access) (short and long-range needs with capital investment necessary to achieve): Work on after July 1, 2013

Implementation Strategy & Policy Development: After July 1, 2013

Compilation of final summary report: After July 1, 2013

Draft of Summary Report for Village Planning Listening Sessions: Tom handed out the draft and will do the first cut of the 'Action Planning Strategies' so that the Committee can refine and modify them at the next meeting.

Adjournment: Todd made the motion to adjourn at 8:47 PM. Roger seconded. Voted, passed.

Respectfully submitted,

Dianne Holden

Committee Secretary

Approved March 25, 2013

Town of Waterboro
20/20 Master Planning Committee

Minutes

March 25, 2013 – 5 PM – Central Fire Station

Call to Order: 5:07 PM by Tom

Present: Tom Ursia, Bob Powers, Dave Barker, Dianne Holden, Todd Abbott, Tim Neill, Roger Macomber, Judi Carll, Any Cote and Sel. Dave Woodsome

Review & Accept Agenda: Roger made the motion to accept as presented. Bob seconded. Voted, passed.

Minutes: Roger made the motion to accept the minutes of March 11, 2013 as written. Bob seconded. Voted, passed.

Announcements:

- Tim, a Planning Board member, is proposing an addition to Section 7.06 Well-head Protection District: Any well that requires a Well-head Protection Zone which extends into abutting properties shall be a Conditional Use in all zones. The suggestion has been forwarded to the Board of Selectmen for their approval to move forward with the addition.
- Andy, a Planning Board member, reported that the Planning Board was asked by the Board of Selectmen to look at cisterns and to talk about a fire ordinance in regards to who pays for maintenance, owns them, etc. He feels sprinkler systems may be involved in buildings with over 4,000 sq. ft. The Fire Chief is trying to make a draft ordinance for fire protection that's not development/business friendly, especially with mix uses. The draft is very intense as to hydrants.
- Sel. Dave reported that the Board has written a letter to the Waterboro Water District asking them to become involved in the 20/20 meetings.

Correspondence: 20/20 reporting at April 16th. Board of Selectmen's meeting: Bob & Tom will give the report, encouraging all members to attend.

New Business:

Business/industrial/corporate/medical park locations on Route 202/4 corridor & Route 5 corridor: Agreed that the Town needs to take the initiative of where businesses should be located. Next Wed. the Planning Board will look at a market driven, mini self-storage on Rt. 5 across from the Jellerson Rd. The 20/20 Committee's job is not to promote land, but to do planning of land in Town. It was felt there's a need to get wording done for linear lots. Sewall Co. is looking at the

land in Town, scientifically and objectively, in regards to slopes, wetland, etc. Dianne noted that Doug Foglio had been invited to the meeting in regards to his property on Rt. 202 in So. Waterboro.

Public web-based hosting: Sewall Co. has proposed a one-time set up charge for planimetric map layers, web-based hosting, including updates, to cover until June, 2014 for \$5,000. The annual fee would be \$2,500. Per year beginning July 1, 2014. They would host and maintain files and do updates as needed, up to a specified maximum amount of work, which the Town probably would not utilize. It was suggested that someone in the Town should be trained to add items to the program. Additionally, a Sebago Technics group is working on a program that the Town may want to become part of to aid in cleaning up boundary lines on tax maps. Tim motioned to have Sewall Co. host and build a web-based system of all the Town's planimetric maps, including any updates needed, from May, 2013 thru June, 2014; and, they will provide training to Board of Selectmen selected staff (suggested: IT Mgr., CEO, CEO Secretary, Town Planner and 20/20 member Todd Abbott) for the sum of \$5,000.00. Roger seconded. Voted, passed.

Old Business:

Subcommittee Updates on Task Assignments: Committee members:

Bob reported that he received a call from Rick Matthews, a Consultant for Goodall Hospital in regards to participating in the Rural Active Living Assessment (RALA) which will be done in Waterboro and Acton. Bob thinks it can be worked into recreational uses, which was something people wanted at the Visioning Sessions. There could be possible grants in the future. Agreed that Bob should pursue and include the findings as part of our Committee's action plans.

Ownership and tract reference of old railroad bed locations: Todd & Dianne

Current Population & Growth Forecasting: Bob

Status of Les Bois Carthage holdings: Tom & Todd

Natural Resources & Open Space/Recreation Planning: Todd & Dianne

Tourism & Hospitality Industry Marketing: Tom, Kerry D'Angelos & Leo Binette

Economic Development Strategies: Tom, Kerry & Leo

Infrastructure (water, sewer & air access) (short and long-range needs with capital investment necessary to achieve): Work on after July 1, 2013

Implementation Strategy & Policy Development: After July 1, 2013

Compilation of final summary report: After July 1, 2013

Summary: Todd & Dianne's compiled information will need to be put into a presentation format. Bob's Population information should be completed soon. Tom has talked with Kerry,

but she's very busy. Tom will work on some tourism/hospitality items and have it ready for late summer/early fall.

Draft of Summary Report for Village Planning Listening Sessions: Tom handed out the draft with the first cut of the 'Action Planning Strategies' as starting points for conversation. The Report was reviewed and discussed by the Committee. It was agreed to bring back the finished product to the April 8th. meeting for a final review and vote. It will be used as a handout at the Board's April 16th. meeting.

Economic Development Committee (EDC): Sel. Dave reported that there has been no activity in regards to setting up the Committee, other than post for members. He will bring it up again at the next Board meeting. He will also check with the IT Manager to see if he could tape Sewall's final presentation on April 22nd., then replay it on the Municipal Cable Channel.

Adjournment: Judi made the motion to adjourn at 7:52 PM. Todd seconded. Voted, passed.

Respectfully submitted,

Dianne Holden
Committee Secretary

Town of Waterboro
20/20 Master Planning Committee

Minutes

April 8, 2013 – 5 PM – Central Fire Station

Call to Order: 5:04 PM by Vice Chair, Bob Powers

Present: Bob Powers, Dave Barker, Dianne Holden, Todd Abbott, Tim Neill, Roger Macomber, Judi Carll, Andy Cote and Sel. Dave Woodsome. Guests: Dwayne Prescott, John Vacari, Supt. Waterboro Water District and Douglas Foglio, Sr.

Review & Accept Agenda: Roger made the motion to accept as presented. Judi seconded. Voted, passed.

Minutes: Roger made the motion to accept the minutes of March 25, 2013 as written. Tim seconded. Voted, passed.

Announcements:

Congrats to Tim Neill for becoming the Planning Board's new Chairman.

Correspondence:

E-mail from Adm. Asst. Christina to all Town Committees inviting them to the 20/20 meeting on April 22nd. for the Sewall Company's Final Presentation

New Business:

Business/industrial/corporate/medical park locations on Route 202/4 corridor & Route 5 corridor

Doug apologized for not being able to attend the March 25th. meeting. He owns 79+/- acres on Rt. 202, surrounding the Howe & Howe company. There are 50+/- acres suitable for development. He obtained Planning Board approval for 100 ft. setbacks from the wetlands (normally 150 ft.) He showed the members a survey of the land, that he has lots for sale as a business/commercial park. The property has access to a 12" water main, 3-phase power and the wetlands study has been completed.

He has encouraged the Planning Board to give commercial/business properties conceptual subdivision approval without boundaries, within the parcel. Therefore, lot sizes can be created to meet the buyer's needs. Lot lines would be drawn in at Site Plan Review.

As Road Commissioner, Doug suggested that due to the State's Urban Compact requirement on Town's having to take over State Roads, the Planning Board needs to promote internal roads for housing vs. individual curb cuts, especially along Routes 5 & 202.

Old Business:

Discuss/vote of Summary Report for Village Planning Listening Sessions – Bob: The Committee reviewed the updated draft. Judi made the motion to accept as written. Roger seconded. Voted, passed.

Review Summary Outline for Sewall presentation on April 12th. – Bob: The Committee reviewed the draft outline as provided by Sewall Company. Tim motioned and Dave B. seconded to add the following sites to the list of areas of known groundwater contamination under Section 3: lagoons at the Transfer Station, Southern Maine Finishing site on Rt 5 and Owens property on Garland Hill Road. Voted, passed.

Water Supt. John, gave an overview of the Water District's current wells and usage, also, the plans for future expansion, especially if the need arises for commercial use.

Subcommittee Updates on Task Assignments: Committee members:

Bob reported that Tom will be working on hospitality. Leo Binette and Kerry D'Angelos will be working on tourism.

Bob presented an overview of the population and growth forecasting section that he has been working on. He has compiled a lot of information and with the timelines that will be included, the report will be impressive.

Other: Bob reminded the members that the 20/20 reporting date at the Selectmen's meeting will be Tuesday, April 16, at 6 PM and all members are encouraged to attend.

Adjournment: Todd made the motion to adjourn at 7:05 PM. Tim seconded. Voted, passed.

Respectfully submitted,

Dianne Holden
Committee Secretary

Town of Waterboro
20/20 Master Planning Committee

Minutes

May 6, 2013 – 5 PM – Central Fire Station

Call to Order: 5:05 PM by Vice Chair, Bob Powers

Present: Bob Powers, Tom Ursia, Dave Barker, Dianne Holden, Todd Abbott, Tim Neill, Roger Macomber, Judi Carll, Andy Cote and Sel. Dave Woodsome. Guests: Andy, Gail & Dwayne Woodsome, Pam Orcutt, Mary Sanborn and Rick Matthews.

Review & Accept Agenda: Roger made the motion to accept as presented. Tim seconded. Voted, passed.

Minutes: Tim made the motion to accept the minutes of April 8, 2013 as written. Andy seconded. Voted, passed.

Announcements: None.

Correspondence: Tom read the e-mail from Planning Board Chair, Tim Neill, in regards to a rezoning request for Map 25, Lot 11.

New Business:

Review, comment and recommendation of the 20/20 Committee to the Planning Board on the rezoning of Map 25, Lot 11 in the Village Zone: Dwayne and Andy Woodsome spoke on the request, giving the Committee members background on the request. This request was initiated in February of 2011 when the Board of Selectmen accepted a rezoning request for abutting property, which was originally part of the subject lot. Discussion held in regards to the expansion of the Village Zone; GP vs Village Zones and whenever possible, zone lines should follow lot lines. The feeling of the 20/20 Committee was positive, that this request should move forward and Tom, as Town Planner, will do a presentation to the Planning Board in this regard. The PB will have to get a consensus vote from their members to move forward, hold a Public Hearing and vote to recommend the change to the Board of Selectmen, who will also have to hold a Public Hearing and vote on the change.

Additionally, Andy suggested that a new zone be made for the parcels of land in Waterboro that should never be built on, such as the old dump and the leather mill lagoons.

Progress report on the status of the Rural Active Living Assessment - Bob & Judi: Rick Matthews, Consultant for Goodall Hospital was introduced by Bob who gave the background of the RALA worked on by Mr. Matthews, Bob, Judi and Mike D'Angelis, Director of Parks & Rec. This Assessment is part of Pres. Obama's Childhood Obesity Program. The 16 page assessment information was condensed into a five page report and handed out to the Committee Members for their review. It was noted that the items in this report repeatedly came up in the village visioning and listening sessions that the Committee has held. Members were asked to review and make suggested changes on their copy and return to Bob at the May 13th. meeting.

DRAFT report by Sewall Company for May 13th. presentation – Tom: Draft handed out for the Committee members to take home and review. This report will be very helpful in doing policy making, capital investments, obtaining grants, etc. in the future. Bob suggested and the members agreed, to do the May 13th. presentation in near final draft form to gain input from those present before the final product is completed. Tom noted that Sewall Co. has given this report a grace period of a month with no additional charges to the contract agreement. The presentation on May 13th. will focus on Business Park locations and subsurface systems concentrations. Several potential sites based on typical park location siting would be identified. Sel. Dave agreed to talk with the IT Manager about having the May 13th. meeting taped.

Discussion held in regards to the GIS hosting contract with Sewall Co. They have agreed to host thru June of 2014 and include some training for \$5,000. Todd made the motion to have the contract covering this agreement done as an amendment to the existing contract we have with them. Tim seconded. Voted, passed.

Old Business: None.

Adjournment: Judi made the motion to adjourn at 7:10 PM. Todd seconded. Voted, passed.

Respectfully submitted,

Dianne Holden
Committee Secretary

Approved July 15, 2013

WASTEWATER INFRASTRUCTURE

Work plan for 20/20 Committee

PRIMARY QUESTIONS:

- Is there a way to calculate the land carrying capacity to meet the potential growth based demand to the year 2032?
- Will there be a need for a wastewater treatment facility before 2032? If so, where should such a facility be located in the Town of Waterboro?
- How many subsurface waste water systems can be approximated in the Town?

CONTINUUM:

- Establish and expand a strong communication and coordination system with the Board of Selectmen, the Town Administrator, the Waterboro Planning Board, the Waterboro Water District, the RSU 57 School District, the Waterboro Land Trust, the Conservation Committee and all other appropriate Town Committees/Boards on wastewater issues/discoveries.

THE TASKS AHEAD:

- Examine the soil types, wetlands and all significant sand & gravel aquifer systems and their relationships with existing concentrations of subsurface systems
- Determine priority areas and forecasted costs to be served by a sewer collection & treatment system
- Prepare a planimetric map showing residential, commercial and institutional uses with their anticipated subsurface wastewater concentrations. Prepare scaled overlay maps for soil, wetlands and aquifers.
- Determine best possible alternative locations for future economic development, business and/or industrial parks areas.

Town of Waterboro
20/20 Master Planning Committee

Minutes

July 15, 2013 – 5 PM – Central Fire Station

Call to Order: 5:00 PM by Chair, Tom Ursia

Present: Bob Powers, Tom Ursia, Dave Barker, Dianne Holden, Todd Abbott, Tim Neill, Roger Macomber, Judi Carll, Andy Cote and Sel. Dave Woodsome.

Review & Accept Agenda: Judi made the motion to accept as presented. Tim seconded. Voted, passed.

Minutes: Tim made the motion to accept the minutes of May 6, 2013 as written. Andy seconded. Voted, passed.

Announcements: Roger, Chm. of Road Review Committee discussed Urban Compact and a letter that was sent to the Board of Selectmen in regards to it, as roads are being turned over from the State to the Towns. There have been three recent curb cuts on Route 202 and a fourth one could throw a portion of that road into an Urban Compact area. Tom will discuss with CEO Mark and State Officials and will do a follow-up to the Board, Town Administrator, Road Review, Planning Board and 20/20 Committee.

Correspondence: None.

New Business:

20/20 Meetings: Discussion held in regards to not having a meeting June and whether the Committee should meet once a month or twice a month. The majority of the members liked once a month, with the option of having a second meeting during the month if it is warranted. Also, it was agreed to change the starting time to 5:15 PM to give additional time for members arriving from work.

Old Business:

Review Status of: 1)Final Report; 2)Web Hosting; 3)Other Matters, from Sewall Co.: Tom reported that the Final Report was received today. Each member received a copy and Tom provided an overview of the Table of Contents. The technology is available for web access. The hosting and maintenance price of \$5,000. will cover the Town until June 30, 2014, including a

live person to work with. It will also include 4 hours of in-house training this fall, which will include 2 hours in the field training with GPS equipment. In future years, web hosting and maintenance cost should be included in the Planning Department budget.

All was in agreement that the Final Report, dated July, 2013, was professionally done and contained a lot of information. Dave B. motion to accept the Final Report – July, 2013. Roger seconded. Voted, passed.

Update on official street map: It is currently being worked on and should be in draft form to the Road Review Committee for their review, then it will go back to Sewall Co. for completion. As soon as Tom has further information, he will update the 20/20 members via e-mail.

Planning Board: Discussion in regards to a letter being sent to the Planning Board noting that the 20/20 Committee would like any suggested work to be done in regards to zoning, etc. be started now, rather than wait for the 20/20 Comprehensive Plan Final Report.

Receive and Review Population/Enrollment Chapter Report: Bob presented the research done of where the Town has been, is now and will be in the future. All the data was compiled with information gathered from the Maine Registry, Federal Census, Reflections of Waterborough, So. Maine Regional Planning, Waterborough Historical Society, Post Offices, Real Estate Agent, etc. Planning Decisions provided the projections from the data. All agreed that it was an excellent presentation. Todd made the motion to accept the Population/Enrollment Chapter as presented. Tim seconded. Voted, passed.

Review Draft of Revisions to the Rural Active Living Assessment Chapter and possibly take action on finalizing the Chapter: Bob met with Rick Matthews and Mike D'Angelis in regards to the Town's roads and streets for another Goodall Hospital assessment. Forty pages of background data was culminated into the new Draft, dated June 26. After discussion, the following changes were made:

- 7. Last sentence: These Trails are all season, multi-use Trails which are utilized by snowmobiles, ATVs, horseback riders, mountain bikers, cross country skiers, etc.
- 12. The Waterboro Pine Barrens, owned, maintained and managed.....
- Short Range.....: Add 5. Encourage landowners to grant access/permission for multi-purpose trails/walkways.

- Longer Range, yet moderately expensive or..... (delete 'not extremely' and replace with moderately) Also, Add 4. Examine the likelihood of constructing a sidewalk on Old Alfred Road connecting the school system to the Friendship Park area, as specifically designed in the Town's 2012 Safe Routes to School Plan.
- Long Range..... 1. Build a new Community Center facility. (delete 'a new Library close to')

Andy made the motion to accept the Recreation Facilities Chapter with the above changes.
Dave B. seconded. Voted, passed.

Committee's recommendations/conclusions: Todd noted the need of the Committee's recommendations/conclusions being done in regards to the professional reports produced.

Items for the August meeting:

East Waterboro Village Zoning/Sewall Business-Industrial Park

Tom to give update on discuss with CEO Mark & State Officials in regards to curb cut permits on State Roads

Update on Street Map

Adjournment: Todd made the motion to adjourn at 7:30 PM. Roger seconded. Voted, passed.

Respectfully submitted,

Dianne Holden
Committee Secretary

Approved August 12, 2013

Town of Waterboro
20/20 Master Planning Committee

Minutes

August 12, 2013 – 5:15 PM – Central Fire Station

Call to Order: 5:15 PM by Chair, Tom Ursia

Present: Bob Powers, Tom Ursia, Dave Barker, Dianne Holden, Todd Abbott, Tim Neill, Judi Carll, Andy Cote, Mesha Quinn and Sel. Dave Woodsome. Absent: Roger Macomber. Guest: Tina Smith.

Review & Accept Agenda: Todd made the motion to add to the agenda a discussion on meeting dates for the remainder of 2013. Tim seconded. Voted, passed.

Minutes: Andy made the motion to accept the minutes of July 15, 2013 as written. Dave B. seconded. Voted, passed.

Announcements: The Committee welcomed Mesha Quinn as a new member.

Bob reported that he had met with Gary Lamb, Town Adm. and Gary is very interested in the work the 20/20 is doing and will attend some of our meetings.

Correspondence: None.

New Business:

Discuss/build consensus on East Waterboro Village Zoning & Business Park Planning: joint meeting of the members of the Waterboro Planning Board, the Waterboro Water District and the 20/20 Master Planning Committee – The Planning Board needs better communication between them and the 20/20 committee, especially in the East Waterboro Village Zone and clarity as to what the 20/20 would like done with the Town and Malone parcels. Tom stated that the current zoning ordinance is not commercial driven, we need initiative, incentive, progressive business zoning. Andy felt that we should be looking at the General Purpose (GP) Zoning which is more commercial than residential. It was noted that a village on Public Water can create small lots for residential properties. It was suggested that the Town's and Malone's lots should be rezoned to GP and that the Town should purchase Malone's property. At the least, that the Town needs to lock up the rights of first refusal on the Malone property. Discussion of lot sizes in Village, GP, AR and state home rule zoning in regards to corporate/industrial parks. Tom would like to come up with a new zone for a business park only. Also discussed was the gravel deposits on the Town property and the fact that the

Planning Board would be the one to decide on zoning issues. A consensus vote was taken and all were in agreement that the site including the Town's property, on Bennett Hill Road, with linkage to Route 5 is a good location for a business park.

Andy made the motion that the 20/20 Committee advise the Board of Selectmen that the 20/20 would like to see the Town pursue discussions with Mr. Malone in regards to obtaining his property and would like to see the property rezoned along with the Town's Bennett Hill Road property as a business/corporate park with a new type of zoning or overlay. Dave B. seconded. Voted, passed.

Todd made a motion that Tom draft a letter to the Board and the Town Administrator from the 20/20 Committee in regards to options and negotiation discussions of the Malone property. Bob seconded. Voted, passed.

Discuss/vote on Chair or Chair people for period of August, 2013 thru June, 2014: Bob reported that the Town Administrator feels that staff members should not be chairing a committee. Discussion. Andy made the motion to table any action until the September meeting. Dave B. seconded. Voted, passed.

Discuss cross communications with the new Town Administrator, Board of Selectmen and other Town Committee/Boards: It was suggested that a quarterly joint meeting of the Planning Board and 20/20 should be held. Tina, Planning Board Secretary, will discuss with the Planning Board, holding a joint workshop on November 20th.

Communications amongst the 20/20 membership –thoughts/guidelines: Tabled until the September meeting.

Status of Sewall GIS web hosting deployment and training session: Tom reported that a new 2-member team from Sewall Co. has been assigned to the 20/20. They are currently assembling and symbolizing all the requested Town data. Deployment of the online web viewer application should be completed by the end of August. In-house training has been tentatively scheduled for September 10th. from 8 am to 3 pm. CityMap training will be from 8-noon and the GPS training will be from 1-3. Tina, Mark (CEO), Dave W., Jerry, Todd and Tom have expressed interest. Anyone else interested should let Tom know. The Town will also have the free use of a GPS system unit for approximately a month. Work with it will focus on hydrant data capture for the creation of a hydrant location map layer for the Fire Department, Water District and Town Hall GIS.

Meeting dates for the remainder of 2013: Tom passed out a calendar and suggested schedule. All agreed to the following meeting dates: September 9, October 21, November 4 and December 2. All meetings will be held at Central Station at 5:15 PM.

OLD BUSINESS:

State Road curb cuts permits update: Tom reported that due to conflicting information he would suggest that the Board of Selectmen and Town Administrator meet with the top management of DOT from the Scarborough office. Dave W. will discuss with the Board.

Street Map update: Tom reported that it is on third base. They have gone thru three sets of revisions and he hopes to have the final draft to the Road Review Committee in a couple of weeks.

Committee members to report on status/progress on tasks and new volunteers for task assignments: Bob passed out the final draft for the Recreation Facilities Chapter. A few minor changes were made since our last meeting. Kerry D'Angelis produced the report with pictures and all agreed it was a nice presentation. Todd made the motion to accept the report. Tim seconded. Voted, passed.

Tom reported on the hospitality task assignment. He will have a draft report completed by the Oct. 21st. meeting. He is finding that tourism is a second component of the task. He requested a budget of up to \$5,000. to complete and print. He also asked for volunteers to help him. Dave W. and Todd volunteered. Tim made the motion to spend up to \$5,000. on the Hospitality-Tourism task assignment. Todd seconded. Voted, passed.

Todd reported that he will be working on putting together the research done by Dianne for the Historical, Natural Resources etc. task assignment.

Tom discussed the Les Bois Carthage Land. Dave W., Todd and Andy are also working with him.

Tom also noted that the Committee needs to go back to the Conway School concepts and update them to real time in the Spring of 2014.

Adjournment: Dave B. made the motion to adjourn at 8:50 PM. Todd seconded. Voted, passed.

Respectfully submitted,

Dianne Holden
Committee Secretary

Reminders:

- Future Web Hosting to become part of Planning Dept. budget
- Spring 2014 – Update Conway School concepts

Agenda Items:

- Committee strategy for September, 2013 thru June, 2014
- Chair or Chair people for FY 13-14
- Capital Investment Program Project FY 14-15
- Communications amongst 20/20 membership – thoughts/guidelines
- Task Assignments
- Committee recommendations/conclusions of reports produced

Approved Sept. 9, 2013

Town of Waterboro
20/20 Master Planning Committee

Minutes

September 9, 2013 – 5:15 PM – Central Fire Station

Call to Order: 5:15 PM by Vice Chair, Bob Powers

Present: Bob Powers, Dave Barker, Dianne Holden, Todd Abbott, Tim Neill, Judi Carll, Andy Cote, Mesha Quinn, Roger Macomber and Sel. Dave Woodsome. Guests: Gary Lamb, Town Administrator and Bob Gobeil, Water District Trustee

Review & Accept Agenda: No changes.

Minutes: Andy made the motion to accept the minutes of August 12, 2013 as written. Tim seconded. Voted, passed.

Announcements: None.

Correspondence: Bob read an e-mail from Sel. Girard, in regards to the Village Chapter.

New Business:

Town Administrator to address: governance & communication: Bob introduced Gary. Gary reviewed the new Charter with the members and stated he would like to receive comments on the draft flow chart included in the Charter. Bob stated that improvement in communication with other governing bodies needs to be encouraged. He asked Gary if the 20/20 should address that issue (ie: between Town, Water District, County government, RSU 57, etc.) Gary agreed and said he would be willing to help with it. Gary reported that he had spoken to Goodall Hospital executives and they assured him that Goodall will be staying in Waterboro.

Discuss/vote on Chair or Chair People for period of October, 2013 thru June, 2014: Tim made the motion to elect Bob Powers as Chairman of the Committee. Judi seconded. Voted, passed.
7-0-2

Committee Strategy October 2013 thru June 2014: Todd suggested making recommendations like was done for the Village Chapter, at the end of each chapter, or at the end of each book. Tim stated that the list of actions needed to be prioritized. Gary asked what the plan was to collate the Chapters into one book. He's willing to help with that and also felt that Southern Maine Regional Planning Commission (SMRPC) could be used in this process. (see Old Business below)

- October: work on recommendations/comments of Sewall Report

Old Business:

Discuss cross communications with the new Town Administrator, Board of Selectmen and other Town Committee/Boards: Discussed under New Business.

Communications amongst the 20/20 membership –thoughts/guidelines: Members agreed to speak-up on any issues that bother them.

Sewall GIS web hosting deployment and training session: Bob reported that the training session will be tomorrow, Sept. 10th., @ 8 am at the Town Hall. Discussion of maps: suggested to add cemetery layer.

Committee members to report on status/progress on tasks and new volunteers for task assignments: Tabled until next meeting.

Committee recommendations/conclusions of completed chapters: Bob passed out 2 proposed scenarios on how to give Chapter recommendations/conclusions, and tying them into each Chapter, which will be put into digital format and posted on the Town website. Specific reference will be made to each Chapter. Gary felt SMRPC could help with this work. Gary suggested having a professional consultant put the final copy together to be assured that it is consistent with the Growth Management Act. He also stated he would be willing to speak to State officials about the compliancy of our work, completed to date, in order to get State approval.

Adjournment: Todd made the motion to adjourn at 7 PM. Dave B. seconded. Voted, passed.

Respectfully submitted,

Dianne Holden
Committee Secretary

Reminders:

- Future Web Hosting to become part of Planning Dept. budget
- Spring 2014 – Update Conway School concepts
- Tom: status of letter to Board of Selectmen in regards to Malone property
- Sel. Dave: status of curb cut question with Dept. of Transportation

Agenda Items:

- Committee strategy for November, 2013 thru June, 2014
- Task Assignments
- Committee recommendations/conclusions of completed chapters
- Strategy for dealing with State
- October: Draft of Hospitality/Tourism Chapter – Tom
- October: Recommendations/conclusions of Sewall Report

Approved Oct. 21, 2013

Town of Waterboro
20/20 Master Planning Committee

Minutes

October 21, 2013 – 5:15 PM – Central Fire Station

Call to Order: 5:15 PM by Chair, Bob Powers

Present: Bob Powers, Dave Barker, Dianne Holden, Todd Abbott, Tim Neill, Judi Carll; Town Planner Tom Ursia and Sel. Dave Woodsome. Guests: John Vacari, Supt.; Dave Benton and Bob Gobeil, Water District Trustees. Absent: Roger Macomber, Andy Cote and Mesha Quinn.

Review & Accept Agenda: Todd made the motion to accept the agenda as written. Dave B. seconded. Voted, passed.

Minutes: Tim made the motion to accept the minutes of September 9, 2013 as written. Tim seconded. Voted, passed.

Announcements:

- October 28th.: Open House at Woody's Sports Grille for Town Administrator Gary Lamb and his wife.
- Todd reported on the training session given by Sewall Co. for Town employees and staff in regards to the GIS system. Todd stated that employees saw how easy it will be to access information on the system. Todd trained and used the Trimble device, and used it to GPS two parcels that the Waterboro Land Trust owns. Ideally it would be great to have someone (ie: student) to do site work. The device is rentable.
- Water District Supt. John Vacari presented GIS maps for the Town's use, or the District's water lines, the district location and wellhead protection areas. These will be layered into the Town's GIS mapping system.

Correspondence: Tom passed out copies of a letter from Sewall Co. dated Oct. 16, 2013, in regards to parcel data dissemination, refinement and maintenance. The Committee agreed that it needs to move forward to the Board of Selectmen and Town Administrator.

Old Business:

The Committee Members received final copies of the Recreational Facilities Chapter from Bob and Judi. All agreed it was a great job, well done.

Discuss/vote on next steps and timelines for Committee Recommendations on specific Sewall recommendations/findings, including collaboration with Water District: (see attached)

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Item 1. Tom reported that the Board of Selectmen and Town Administrator have discussed the possibility of the Town negotiating a right of first refusal option agreement for Lot 44-2-1, the

Malone property. Obtaining this property would allow direct access to Route 5 from the Bennett Hill Road Town owned property. Tom has had communication with Mr. Malone and the Town Administrator is working on it. Discussion. Sel. Dave stated that the BoS are aware of the importance of the property. Others spoke on the need for more tax base in the Town; the Committee's business is to suggest sites, not set them; there's a possibility that many other lots could be combined to make the acreage that could be used. Sel. Dave feels that it is critical for the Town Administrator, Town Planner, Planning Board and CEO sit down to discuss future land use as soon as possible.

Item 2: Tom reported that the Town owned site on Bennett Hill Road is currently being forested. Water Trustee Dave stated that this property is a possible site for a future Water District tower/stand pipe, which will solely be determined by elevation. Tom stated that an RFP will need to be done to accomplish the recommended work, in collaboration with the Water District to obtain a joint report. Todd made the motion to accept as written and to send a letter to the BoS and TA informing them of the 20/20 Committee's support of investigating the potential of making the site into a business/industrial park. Tim seconded. Voted, passed.

Item 3: Dave B. made the motion to recommend that a comprehensive plan be prepared and adopted to protect Little Ossipee Lake from manmade degradation. Judi seconded. Voted, passed. The Town Planner will monitor any potential grants and red flag them for work in 2015, to be completed in 2016, pending funding.

Item 4: Todd made the motion to recommend that the Town Planner, Town Administrator and Water District Supt. conduct a search for funding to extend public water from Route 5 into the proposed business park site. Dave B. seconded. Voted, passed.

Item 5: Todd made the motion to recommend initiating a series of winter 2013-2014 meetings with the Waterboro Water District, BoS, Town Planner, Town Administrator, Planning Board, Economic Development Committee, and Code Enforcement Officer to answer questions regarding the best site for large capacity well(s) for Waterboro's next 27 years. Dave B. seconded. Voted, passed.

Item 6: Tim made the motion to merge the collaborative work with the Water District for engineered designs etc. with Item 5. Todd seconded. Voted, passed.

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Todd made the motion that even though the Town may be faced with future Collection and Treatment issues, the Committee feels water is the #1 priority and that future Collection and Treatment systems should be addressed in the next Town Comprehensive Plan. This item is important, however, not urgent. Tim seconded. Voted, passed.

Adjournment: Due to the time of day, Todd made the motion to table the remainder of the agenda until the November 4, 2013 meeting. Tim seconded. Voted, passed. Meeting adjourned at 7:50 PM.

Respectfully submitted,
Dianne Holden
Committee Secretary

APPROVED: November 18, 2013

Reminders:

- Future Web Hosting to become part of Planning Dept. budget
- Spring 2014 – Update Conway School concepts
- Tom: status of letter to Board of Selectmen in regards to Malone property
- Sel. Dave: status of curb cut question with Dept. of Transportation
- Town Planner will monitor potential grants and red flag them for a comprehensive plan that will be prepared and adopted to protect Little Ossipee Lake from manmade degradation. Work to be done in 2015, with completion in 2016, pending funding.

Agenda Items:

- Committee strategy for November, 2013 thru June, 2014
- Task Assignments
- Committee recommendations/conclusions of completed chapters
- Strategy for dealing with State
- October: Draft of Hospitality/Tourism Chapter – Tom
- October: Recommendations/conclusions of Sewall Report
- From Oct. 21, 2013 meeting agenda:

OLD BUSINESS: (cont.)

- Revisit & finalize proceedings/format and timeline for organizing the Committee's final report: Full Committee discussion/vote
- Committee members report on status/progress of sub-committee tasks:
 - Population/School Enrollment Chapter – Bob
 - Recreational Facilities Chapter – Bob & Judi
 - ATV/Snowmobile Trails Chapter – Todd & Dianne
 - Governance Chapter – Town Administrator & Board of Selectmen
 - Future Land Use, including LeBois Carthage Property Chapter – Tom, Andy, Todd
 - Economic Development/Tourism Chapter
 - Hospitality Chapter – Tom
 - Other Chapters?

NEW BUSINESS:

- Receive, review and provide input on draft of Hospitality Chapter: Tom
- Discuss/vote on updating of financial commitment in collaboration with Tom and academia: Tom

Town of Waterboro
20/20 Master Planning Committee

Minutes

November 18, 2013 – 5:15 PM – Central Fire Station

Call to Order: 5:15 PM by Chair, Bob Powers

Present: Bob Powers, Dave Barker, Dianne Holden, Todd Abbott, Tim Neill, Roger Macomber and Town Planner Tom Ursia. Guests: Bob Gobeil, Water District Trustees. Absent: Judi Carll, Andy Cote and Mesha Quinn.

Review & Accept Agenda: Tom requested that a discussion/vote in regards to acquiring a large format printer be added to the agenda. Tim motion to do so. Roger seconded. Voted, passed. Todd made the motion to accept the revised agenda. Roger seconded. Voted, passed.

Minutes: Todd made the motion to accept the minutes of October 21, 2013 as written. Dave B. seconded. Voted, passed.

Announcements: None

Correspondence: Tom handed out copies of an e-mail received from Lee Burnett in regards to the Trust for Public Land being interested in exploring possibilities of brokering a sale of Les Bois Carthage land to a conservation buyer. Gary Lamb, Town Administrator and Tom will be working on this possibility.

Old Business:

Revisit & finalize proceedings/format and timeline for organizing the Committee's final report:

Dissussion. It was decided to have a spiral bound separate booklet to capture summations of all the chapters and to hire a professional to create the booklet starting with an introduction, list of each chapter, including a short summation, action strategies and a postscript of actions, with updates, at end of the Final Summary Report. Bob showed the Committee his draft/format proposal. Todd made the motion to accept Bob's draft/format proposal and that a sub-committee be formed of Bob and himself to complete the task. Dave B. seconded. Voted, passed.

Reaffirm the next steps and timelines for Committee Recommendations developed at the October 21, 2013 meeting on specific Sewall recommendations/findings: All agreed the minutes reflected the discussions/vote acutely and agreed to have Bob and Tom schedule a meeting with the Town Administrator to discuss action recommendations and findings.

Committee members report on status/progress of sub-committee tasks:

- Population/School Enrollment Chapter – Bob (Completed)
- Recreational Facilities Chapter – Bob & Judi (Completed)
- ATV/Snowmobile Trails Chapter to be included with Natural Resources and Open Space Chapter – Todd & Dianne
- Governance Chapter – Town Administrator & Board of Selectmen (Tom & Bob will discuss with Town Administrator)
- LeBois Carthage Property Chapter – Non Chapter (Removed)
- Future Land Use Chapter – Tom, Judi, Andy, Todd (Will need to weave Village, water, Business Park, etc. together – probably will be the last Chapter created)
- Economic Development Chapter – Economic Development Committee (will revisit in January, 2014)
- Hospitality Chapter – Tom – Draft handed out and reviewed. Members to contact Tom with any input on draft. Agreed that Tourism & Hospitality should be weaved together, which would build hospitality. Moved by Todd, seconded by Tim to have tourism included with hospitality. Voted Passed. Subcommittee: Tom, Todd and Dave W.

New Business:

Discuss/vote on acquiring a large format printer: Tom presented information on a used printer that maps etc. could be printed on in-house. This would go hand and hand with the GIS system. Tim made the motion to spend up to \$2,000. for purchasing of the printer and supplies. Printer should be test run before purchasing. Dave B. seconded. Voted, passed.

Calendar Planning for December, 2013 through May, 2014: Todd made the motion to hold the 20/20 meetings on the 2nd. Monday of each month, at 5:15, at Central Station. Tim seconded. Voted, passed.

Discuss/vote on updating of East Waterboro Village large scale concept rendering and 20/20 Committee determination of financial commitment in collaboration with Tom and academia:

Tom suggested to upgrade the East Village graphic to the next tier of detail, using 3-D progressive drawings with an updated vision for the area. For the next meeting, Tom will define the geography that will be included. Money is needed to consult with academia (Conway School is not available) or consultants. Dave B. made the motion to spend up to \$6,000. for the project, with the work being completed in 100-120 days. Tim seconded. Voted, passed.

Adjournment: Todd made the motion to adjourn at 7:58 PM. Tim seconded. Voted, passed.

Respectfully submitted,

Dianne Holden
Committee Secretary

Approved: December 9, 2013

Reminders:

- Future Web Hosting to become part of Planning Dept. budget
 - Also, supplies for large format printer
- Spring 2014 – Update Conway School concepts
- Tom: status of letter to Board of Selectmen in regards to Malone property
- Sel. Dave: status of curb cut question with Dept. of Transportation
- Town Planner will monitor potential grants and red flag them for a comprehensive plan that will be prepared and adopted to protect Little Ossipee Lake from manmade degradation. Work to be done in 2015, with completion in 2016, pending funding.

Agenda Items:

- Committee strategy for December, 2013 thru June, 2014
- Task Assignments
- Final Summary Report – Todd & Bob
- Strategy for dealing with State
- January, 2014: Revisit Economic Development Chapter