



Route 1 North Committee

Meeting Minutes

Monday, December 19, 2016

Arthur Batson	✓	Chris Wasileski, Chair	✓	Laurie Leonard	✓
Paul Burlin	-	Steve Woods	-	Nathan Poore, Town Manager	✓
Nicole Favreau, Vice Chair	✓	Charlie McBrady, Council Liaison	✓	Theo Holtwijk, Director of Long Range Planning	-
Dava Davin	✓	David Woodward, VHB	✓	Ken Schwartz, VHB	✓

Others attending the meeting: Peter Kennedy

Chris opened the meeting at 6:30 PM.

1. Review of Draft Minutes of December 5, 2016 Meeting

The minutes of the December 5, 2016 meeting were unanimously approved as written.

2. Review Final Draft Survey, Public Workshop Meeting Flyer, and letter to property owners

The committee reviewed the documents and agreed that they were in order and ready for distribution with the following changes:

Survey – Change question 1 to be two questions. The first question should be “where do you work” and the second question should be “where do you live”. Fill in January 31 as the date that surveys will close.

Flyer – Insert January 31 as the date that the survey will close.

Letter to property owners - Change the date in the third paragraph from 2016 to 2017.

3. Plan Logistics for January 25 Public Workshop

Dave and Ken from VHB described their suggestions for the meeting format. Nathan and Chris shared what Theo offered. The committee decided on the following:

- 0-10: Welcome and introduction (lead by Theo)
- 10-20: Project overview/Issues/Opportunities (lead by Geoffrey and David via short PowerPoint)
- 20-35: Clicker survey of some of the on-line survey questions including – Fun question like “will the Red Sox win the World Series”, from survey - Q1 (where do you work), new Q2 (where do you live), Q7, Q9, Q 11, and Q 14. The Committee expressed concern about how to format “check all that apply” in clicker-friendly format. They agreed to let Theo work out those logistics with VHB so long as the questions are similar to the on-line survey.
- 35-75: Break-out into groups of 6-8 people each with 1-2 committee members at each table.
Three quick questions:
 - What do people like about the area
 - What do people dislike about the area
 - What is the one thing people would change in the area

- 75-85: Report out the highlights from each group and issue one dot each participant to place on preferred report out item (what people want to change).
- 85-90: Next step and thank you

Other items to consider regarding the public input meeting – There was some discussion about gathering information from Town of Cumberland regarding its vision for Route One in Cumberland and sharing it with the participants. The Committee assumed that the staff and Council will maintain communication with the Town of Cumberland and take advantage of any coordinated efforts that could benefit both Cumberland and Falmouth.

4. Committee Street Canvassing Assignments

The Committee opted not to canvass residential neighborhoods assuming at least the following outreach would be occurring –

- Falmouth Forecaster Ad
- Web site push
- Facebook postings
- E-mail distribution lists
- Mailing to properties inside the study area and abutting properties

The Committee agreed that personal calls or visits to businesses would be of value. Staff will determine whether to proceed with this approach.

5. Other Business

The committee agreed to meet on the following dates – Jan 11, Feb 6 and March 1 (all at 6:30PM)

The meeting was adjourned at 8:20 PM.

Draft minutes by Nathan Poore, December 19, 2016