

**Annual Report of Boards and Committees of
The Town of Falmouth**

2013

March 24, 2014

Ad-hoc Zoning Committee

Members*: Stan Given (co-chair), Teresa Pierce (co-chair), Rachel Reed, Bill Lunt, Jim Thibodeau, Tim Nolan, David McConnell, Aaron Svedlow and Jonathan Berry.

Staff Liaisons: Amanda Stearns, Ethan Croce and Justin Brown.

*Aaron Svedlow has recently had to step down from the committee and Steve DeCrosta has been appointed to take his place.

The Ad-hoc Zoning Committee was created by the Town Council in August of 2013 to work with staff on an administrative rewrite of the Zoning and Subdivision Ordinances. An excerpt from the committee charge states:

Assist the Community Development Committee (CDC) and Planning staff on the completion of an administrative rewrite of the Zoning and Site Plan Review Ordinance and the Subdivision Ordinance (Ordinance) within one year of appointment, with an emphasis on the simplification, clarification and ease of use of the Ordinances.

Implement policy decisions of the Council and CDC regarding land use regulatory policies that have an impact on the administrative rewrite.

Research and analyze methods of simplifying and clarifying the existing ordinances and make recommendations to the CDC.

Provide recommendations to the Community Development Committee regarding conflicts in the ordinances that require policy decisions.

Since its appointment the committee identified and has addressed two key issues. The first is a recommendation that the rewrite should include the creation of a unified land use code, published on the Towns website that would initially combine the Zoning and Site Plan Review Ordinance and the Subdivision Ordinance, and second is that an interactive ordinance be obtained to improve code organization and use. During discussions of these two significant changes the committee agreed that the two were interdependent, and that a moving forward with a unified ordinance would not be a committee recommendation unless the interactive ordinance component was included. At the request of the committee staff conducted a comprehensive analysis of companies that provide interactive software and development services. Based on the results of the analysis the committee made the recommendation to contract with Encode-360 of Sugarland, TX to provide the necessary software to convert the existing ordinances as well as provide staff the ability to author, edit and publish future amendments without the need to contract outside services. The Town Manager agreed with the committee's recommendations and a contract with Encode-360 was finalized. The Encode vendor has completed the first stage of converting the current ordinances to the Encode 360 format, and staff is moving forward in developing the first drafts of the ordinance rewrite.

Due to the length of time that was required to properly review and analyze vendor interactive services and finalize the vendor contract, the committee has recommended to the Council that they extend the appointments of the committee members beyond the initial one year period, we anticipate the committee's work on the rewrite will extend into 2015 and be completed in that year. The committee has also recommended that another CDC member be appointed to fill Teresa Pierce's seat after she completes her council term, and recommend the new CDC member attend meetings in the interim period. The committee is currently waiting for a response from the Council on these recommendations.

Board of Assessment Review and Sewer Appeals (BAR)

Members: Richard Olson (Chair), Lois Lengyel (Secretary), Tim O'Donovan, Michael O'Connor, and Mark Porada.

Staff Liaison: Pam Given, BAR Administrative Assistant; Anne Gregory, Assessor*

2013 Accomplishments

The Board met three times in 2013 to hear the following Real Estate Appeals:

3/21/13	Xerox Corporation	PP #50	Denied
8/1/13	Falmouth Realty Associates	U12-2	Denied
	Falmouth Realty Associates	U12-6-A	Denied
	Falmouth Realty Associates	U12-7-A	Denied
	Falmouth Realty Associates	U13-2-B	Denied
10-23-13	LaBoca	U59-9	Denied

Summary of ongoing duties, tasks, charge, etc.

- The Board receives its authority to hear and decide property tax abatement appeals pursuant to State Law 36 M.R.S.A. §843(1) and 30A, §2526.6(A-H); §2552.2; §2691.3 & §8439.2
- The Board is constituted pursuant to Article VI of the Falmouth Code of Ordinances Section 601
- Any appeal from any final decision of the Board may be taken pursuant to the provision of 36 M.R.S.A. §843
- The Board is fully staffed with five (5) members pursuant to Article VI of the Code of Ordinances Section 602

Goals or a work plan for the ensuing year

- The Board's role is primarily reactive and adjudicatory, but we hope to continue to make the process transparent, equitable and user friendly to all parties who come before the BAR.
- The Board is seeking a new Board member as Michael O'Connor's term expired.

Budget Request

Since staff is entirely in-house and supports the Board of Assessment Review, it is not anticipated that the BAR will have any budget requests for the upcoming year.

*The Assessor is a defendant in the Appeal proceedings and is prohibited from discussing appeal(s) with BAR members prior to hearing.

Conservation Commission

Members: Mel Dickenson (Chair), Sarah Boudreau, Steve DeCrosta, Susan Gilpin, Jerry Goodall, Nancy Lightbody, Aaron Svedlow

Council Liaison: Chris Orestis

Staff Liaison: Amanda Stearns

Significant accomplishments, completed tasks, unfinished projects/tasks.

- **Stormwater**
 - Provided on-going support for town NPDES permit.
 - Supported implementation of Route 1 Stormwater project completed by Woodard & Curran.
- **Invasive Species**

Continued to coordinate activities with the town ombudsman (Bob Shafto), as invasive species are also present on town-owned property and along roadsides. The following activities were completed:

 - A postcard encouraging the purchase of native and non-invasive plants for landscaping projects was mailed to all Falmouth residents.
 - An “Invasive-Free Falmouth” logo was created, and the informational flyer was updated.
 - A cloth display poster with information about invasive plants was designed, printed, and displayed at local garden centers.
 - A table with sample cuttings from invasive plants was set up at the polls on June 11, the Falmouth Farmers Market on September 11, and Allen, Sterling, & Lothrop on September 28.
 - Partnerships with Maine Audubon and local garden centers continued.
- **Planning Board Support**

Continued the monthly review of Planning Board development projects that have potential conservation resource issues.
- **Land Management & Acquisition Committee (LMAC) Support:** Please see LMAC Annual Report.
- **Ad Hoc Zoning Committee**

Appointed a representative from the FCC to represent the commission.
- **Vernal Pools**

Formed a subcommittee to gather information, define issues, and plan how to go forward in developing a process to update the list of Falmouth’s vernal pools.

Summary of ongoing duties, tasks, charge, etc.

The Conservation Commission shall conduct research and give advice as to the protection, development, and use of the natural resources located within the territorial limits of the town. It

- Shall coordinate its activities with existing municipal agencies, commissions, departments and conservation bodies;
- May advertise, prepare, print, and distribute books, maps, charts, plans, and pamphlets;
- Shall prepare, keep, and index all open areas, publicly or privately owned with the town;
- May recommend to the Town Council or any municipal board a program for the better utilization, protection, development, or use of such areas;

- Shall keep records of its meetings and make an annual report to the Town;
- May employ personnel as approved by the Town Manager;
- May acquire land or interest therein in the name of the Town;
- Shall submit any recommendations to the Town (regarding land) 30 days in advance; and
- Cannot usurp the duties of the Parks and Public Works Department or the Town Tree Warden.

Goals or a work plan for the ensuing year.

- Pursue implementation of the Comprehensive Plan actions relating to the Conservation Commission.
- Support the ongoing activities of the subcommittees:
 - **Stormwater**
 - **Invasive Species**
 - **Planning Board Support**
 - **Land Management & Acquisition Committee**
 - **Ad Hoc Zoning**
 - **Vernal Pools**
- Monitor water quality in Mussel Cove before and after Route 1 Infrastructure Project.
- Support the continuing activities of the Invasive Species Action Plan, including education through workshops and *Forecaster* ads, cooperation with Falmouth Middle School science classes, and collaboration with local garden centers.
- Continue support of Route 1 stormwater upgrades to minimize/eliminate direct pipe stormwater discharges to surface waters in the Route 1 area.

Budget request.

Invasive action plan: \$300 for printing and miscellaneous expenses

Falmouth Economic Improvement Committee (FEIC)

Members: Bill Lunt (Chair), Phil Bixby (Vice Chair), Ann Armstrong, Anne Theriault, Sandra Lipsey, Mike Skillin (1), Pat Kirby (1), Janice DeLima (2)

Council Liaison: Karen Farber (1), Russ Anderson (2)

Staff Liaisons: Nathan Poore, Theo Holtwijk

Accomplishments in 2013

- Met 14 times in 2013
- Conducted a follow-up survey with participating businesses of first annual “Shop Falmouth” event
- Organized second annual “Shop Falmouth” event and conducted outreach to Falmouth businesses
- Monitored GPEDC’s Handling of Prospects Protocol
- Reviewed proposed Route One Infrastructure Plan improvements.
- Reviewed proposed zoning amendments for Route One
- Assisted with making local business community aware of Route One planning efforts
- Monitored Ad Hoc Zoning Rewrite Committee appointments
- Monitored the Business Visitation program by Town and GPEDC
- Monitored commercial construction projects and vacancies
- Monitored the Comprehensive Plan process
- Discussed feasibility of creating a Falmouth Merchants Association
- Facilitated ribbon cutting events for new businesses in Falmouth
- Discussed a Communications Strategy for Route One Construction
- Coordinated with the Falmouth-Cumberland Community Chamber regarding Route One Communications
- Monitored natural gas project by Summit Natural Gas

Summary of Ongoing Duties

- Facilitate and participate in the Falmouth Business Association Feasibility Process
- Prepare an approach for the creation of a Falmouth Economic Development Plan
- Assist with obtaining up-to-date contact information of Route 1 businesses
- Assist with making local business community aware of Route One construction efforts
- Monitor Route 100 Vision effort
- Assist with planning for Third Annual “Shop Local” Event for December 2014
- Review Zoning Ordinance rewrite recommendations, when available
- Monitor Wayfinding Signage effort

Goals for 2014

Reference: Items 1.A, B, and F, and 2.B, C, E, and G. Council 2013-14 Annual Work Plan, August 26, 2013

- Complete the ongoing tasks above

Harbor/Waterfront Committee

Members: Richard Garrett (Chair), Paul Dobbins, Jay Hallett, Emmanuel Kourinos, Bill Oliver, Richard Craven and Peter Thornton.

Council Liaison: Dave Goldberg

Staff Liaison: Al Twombly

2013 Accomplishments

- Installed gallow frames on pier to safely install/remove gangways
- Replace damaged chafe boards on pier pilings

Summary of Ongoing Duties

- Explore the use of cast concrete moorings
- Further investigate bungee/eco moorings

Goals for 2014

- Continued support of staff - harbormaster
- Committee membership requirement review

Budget request

- Operating budget FY15: \$146,853
- CIP budget FY15: \$10,000

Human Services Committee

Members: Jane Sudds, Nancy Lightbody and Diane Moore.

Council Liaison: Karen Farber

Staff Liaison: Ellen Planer

The Human Services Committee reviews all funding requests from social service agencies and determines eligibility for Town contributions.

2013 Accomplishments

The Committee distributed \$18,500 among fourteen social service agencies that provide services for more than 1,448 Falmouth residents. The amount distributed is less than 1% (one percent) of the actual costs for services provided to Falmouth residents by these agencies.

American Red Cross of Southern Maine
Center for Therapeutic, Inc.
Community Counseling Center
Community Dental
Day One
Family Crisis Services
Home Health Visiting Nurses
Hospice of Southern Maine
The Opportunity Alliance
Regional Transportation Program, Inc.
Sexual Assault Response Services of Southern Maine
Southern Maine Agency on Aging
Southern Maine Parent Awareness
VNA Home Health and Hospice

Goals for 2014

The goals of the Human Services Committee are the same: to review funding requests from service agencies that serve Falmouth residents.

Budget Request for 2014

The budget request for 2014-2015 is \$18,500.

Land Management & Acquisition Committee (LMAC)

Members: Caleb Hemphill (Chair), David Gagnon, Fred Masciangelo, Jed Harris, Ted Asherman

Council Liaison: Sean Mahoney

Staff Liaison: Lucky D'Ascanio, Bob Shafto (Ombudsman)

2013 Accomplishments

- Managed the transition of open space management responsibility from the Open Space Plan Implementation Sub-Committee of the Conservation Commission and the Land Management Team to the newly created Land Management and Acquisition Committee (LMAC), which became active in August.
- Constructed over three miles of new trails, including construction of a trailhead and parking area, in the Woods Road Community Forest, and extending from the east of that property to connect to two other town-owned parcels. These trails have become some of the most heavily used trails in Falmouth. Also constructed a 0.8 mi. trail in lower Hadlock Community Forest that creates a new loop option in that large parcel.
- Facilitated the acquisition of 38-acre parcel abutting Suckfish Brook Conservation Area by the City of Westbrook that includes a major portion of the northern peat bog also found on the Falmouth property. Constructed a 65-foot elevated walkway into Suckfish Bog, including an access trail from Mast Road, and a kiosk. Westbrook Public Works constructed a parking area. Falmouth and Westbrook will jointly manage this property.
- Volunteers hardened and improved several miles of existing trails on various open space parcels by building new bog bridges, rerouting problematic sections and constructing benches in strategic locations. Volunteers also repaired the River Point barn.
- Over 50 Falmouth Conservation Corps volunteers donated 830 hours of time to various trail building and other land management projects. The value of that time is calculated to exceed \$24,000 if town employees had to do that work.
- Oversaw the construction of an access ramp on the existing Blackstrap Road canoe launch, an Eagle Scout project done by Adam Meyer, and 0.8 miles of new trail constructed in North Falmouth Community Forest by another Eagle Scout, Chris Miller.
- Organized a 6th grade field experience for Falmouth Middle School students to Hadlock Community Forest that focused on forest ecology. This has become an annual event.
- Killed several thousand invasive plants – honeysuckle, bittersweet, buckthorn, multiflora rose and barberry – on the East Branch and River Point Conservation Areas, plus additional spot treatments in Community Park North, N. Falmouth Community Forest and Hadlock Community Forest. A \$1,209 grant from the Casco Bay Estuary Partnership paid for the needed herbicides.
- Continued to promote a bird migration research project conducted at River Point Conservation Area by the Biodiversity Research Institute.
- Hosted several field trips through Parks and Community Programs, including site walks on Suckfish Brook Conservation Area and Hadlock Community Forest; woodcock mating flights at River Point; and saw-whet owl banding at Suckfish Brook. The latter were done in conjunction with the Biodiversity Research Institute.
- Received a \$22,700 state grant that paid for the trail work and the parking area in Woods Road Community Forest and the Suckfish Brook Conservation Area bog walk. Also received contributions for Falmouth Conservation Corps work from Wal-Mart (\$1,000), the Falmouth Lions Club (\$500), Hannaford's (\$50) and Shaw's (\$50).
- Facilitated the transfer of management responsibility for Woods Road Community Forest from The Woodlands Club to the town. This required DEP approval and included a \$10,000 contribution from the Club to the town.
- Management plans for Suckfish Brook, River Point & East Branch Conservation Areas; Hadlock, N. Falmouth, Blackstrap Hill Community Forest; Falmouth Nature Preserve; and Town Forest/ Community

Park North were approved by the Town Council. Plans for High Meadows and Hardy Road Conservation Areas were also finalized.

- Received fairly extensive coverage of our various activities in both the Forecaster and Portland Press Herald/Maine Sunday Telegram.
- We were not able to build any new trails on the recently required 100-Acre Woods parcel in North Falmouth Community Forest as planned since the National Park Service did not officially authorize acceptance of the property as mitigation for the school property sale until late summer. We have flagged the location of new trails on that property and identified an Eagle Scout candidate who will take on a portion of that work this coming year.

Summary of Ongoing Duties

Our purpose is to implement the five goals specified in *The Greening of Falmouth*:

1. Retain and protect Falmouth's rural character and natural resources,
2. Protect large tracts of land for wildlife habitat,
3. Insure the availability of outdoor recreation,
4. Provide connectivity between open space areas, and
5. Actively manage open space to benefit all citizens of Falmouth.

To accomplish these goals we plan, acquire, manage, and communicate. More specifically, we

- Set strategic direction;
- Collect and manage data;
- Identify and assess key properties for acquisition;
- Create strategies for acquisitions;
- Create and implement management plans for acquired properties; and
- Communicate with town officials, other organizations and the public.

Goals for 2014

- Replace the existing River Point Conservation Area access bridge, a project that has been many years in the making.
- Acquire additional ±97-acres of undeveloped property abutting North Falmouth Community Forest, ideally with the help of a U.S. Forest Service grant and perhaps a Land for Maine's Future grant. If possible, acquire other properties abutting Hardy Road Conservation Area, Suckfish Brook Conservation Area, and Hadlock Community Forest.
- Construct trails on the former 100-Acre Woods portion of North Falmouth Community Forest, thus completing the Cross Falmouth Trail running continuously from Windham's Lowell Preserve to Falmouth Community Park. Also construct a trail and generally clean up the Hardy Road Conservation Area. Also make a portion of the Woods Road trail system handicapped accessible if the needed ±\$10,000 cost can be found.
- Harden existing trails as required, especially in the Turnpike underpass area, and place more benches along existing trails.
- Implement habitat improvement projects for Blackstrap Hill Community Forest and Community Park North, including a great deal of community education about these projects beforehand. Also implement the habitat management plan for River Point Conservation Area.
- Continue to kill invasive plants on various town conservation properties.
- Construct a hand carry canoe launch to the East Branch on Field Road.
- Continue to inform the public about our work.

Budget Request

- Ombudsman: \$55,000
- Acquisition Fund: \$?
- Land Management Fund: \$10,000

Long Range Planning Advisory Committee (LPAC)

Regular Members: Sam Rudman (Chair), Sandra Lipsey (vice chair), Paul Bergkamp, Rebecca Casey, Bud French, Kurt Klebe, and Jim Thibodeau.

LPAC + Members: Hugh Coxe, Steve Hendry, Claudia King, Julie Motherwell, Rachel Reed, and Steve Walker.

Council Liaison: Teresa Pierce

Staff Liaison: Theo Holtwijk

LPAC is the primary advisory committee to the Council on long range planning. Its current work consists of preparing Comprehensive Plan recommendations for the Town Council to help guide decision-making regarding Falmouth over the next ten years. Other work may include major ordinance work to implement the Comprehensive Plan and other tasks as assigned by the Council.

2013 Accomplishments

- Met 14 times.
- Finalized a 3-volume draft Comprehensive Plan package.
- Obtain public and councilor feedback on the draft Comprehensive Plan package.
- Obtain initial feedback from state officials relative to consistency with Maine Growth Management Act.
- Completed and submitted 2013 Comprehensive Plan to Town Council
- Plan was unanimously adopted by Council on October 28, 2013..
- Submitted adopted Comprehensive Plan for review by State of Maine.

Summary of Ongoing Duties

- The committee is awaiting specific assignments from the Council regarding implementation of the Comprehensive Plan. Work may include major ordinance work to implement the Comprehensive Plan and other tasks as assigned by the Council.

Goals for 2014

- Goals for 2014 are dependent upon the Council assignments.
Reference: Item 1.A Council 2013-14 Annual Work Plan, August 26, 2013

Budget Request

In-house staff will provide the majority of support for this project.

Parks and Community Programs Advisory Committee (PAC-PAC)

Members: Chair Karen Jones, Vice Chair Janet Lane-Dye, Dominic Sette-Ducati, Melanie Collins, Andrea Mittleider, Marylou Murphy and Daniel Smith

Council Liaison: Chris Orestis

Staff Liaison: Lucky D'Ascanio

2013 Accomplishments

- The committee welcomed new member Andrea Mittleider in November and is once again at full member capacity.
- The committee was informed in March that the Parks Division and the Open Space program are under the responsibility of the Community Programs Department.
- The committee continued to brainstorm ideas for dealing with a growing dog waste problem in parks and coordinated with the police department to be visible at Community Park and Village Park in an effort to ensure that town ordinances are being followed.
- The committee toured the Mason/Motz facility and offered input with regard to the redevelopment for use as a community center.
- In May, the committee was invited to an informative tour of the town open space properties lead by Parks Supervisor, Jeff Mason and Ombudsman, Bob Shafto. This year's tour focused on the newly acquired open space properties such as Suckfish Brook Conservation Area and the North Falmouth Community Forest.
- Acting on the committee's desire to be more visible in the community and to seek out volunteer opportunities, several members volunteered their time at the Annual Community Supper by carving turkey, waiting tables or baking apple crisps. Many committee members also volunteered their time to help out at the annual holiday tree lighting as well.

Summary of Ongoing duties

- At each PAC-PAC meeting we hear reports from the Parks Division and Community Programs Department and have discussions, provide feedback and make recommendations regarding concerns which arise, or are brought to the committee's attention by any member of the community.
- Three times each year we review the Community Programs Brochures (Winter/Spring, Summer & Fall) and make recommendations for additional course offerings.

Goals for 2014

- Continue to offer yearly Facilities/Parks & Open Space Tour for committee members
- Review and revise the committee work plan

Planning Board

Members: William Lunt III (Chair), Bernard Pender (Vice-Chair), Rebecca Casey, Kermit Stanley, Jay Chace, William Benzing and Rudy Israel.

Staff Liaison: Ethan Croce

The Planning Board is a citizen board made up of seven members appointed by the Town Council to implement the recommendations of the Comprehensive Plan by regulating development practices. With the assistance of town staff, the Planning Board reviews proposals for various development applications.

2013 Accomplishments

- Conducted 12 meetings.
- Processed 59 development applications and issued 48 approvals to applicants.
- Held six public hearings on proposed amendments to the Zoning and Site Plan Review Ordinance.
- Some of the more noteworthy approvals granted in 2013 include:
 - Final site plan and subdivision approval for the redevelopment of the former elementary school campus on Lunt and Middle Roads by Oceanview Retirement Community.
 - Site plan approval for a Mercy medical office building at 75 Gray Road.
 - Site plan approval for a self-storage facility at 50 Gray Road.
 - Final subdivision approval for the 20-lot Preserve at South Ridge conservation subdivision off Blackstrap Road.

Summary of Ongoing Duties

- Regulates development practices and implements the recommendations and policies of various Town-adopted plans and studies.
- Reviews development proposals for subdivisions, private ways, commercial site plans and signs, shoreland zoning permits, and fill permits.
- Conducts public hearings for proposed zoning amendments as the Town's designated Municipal Reviewing Authority.

Goals for the ensuing year

N/A

Budget Request

As staff support for the Planning Board is provided for entirely in-house, it is anticipated that the Planning Board will not have any budget requests for the upcoming year.

Recycling and Energy Advisory Committee

Members: Michelle Lamb (Chair), Jed Wright (Vice-Chair), Clifford Gilpin, Jeffrey Gramlich, Barb DiBiase, John Haley, Peter Dootz, and Jason Ronco

Council Liaison: Claudia King

Staff Liaison: Kimberly Darling

Mission Statement

REAC aims to save energy dollars and reduce green-house gas emissions, while moving toward more sustainable forms of energy in both the public and private sectors in Falmouth.

REAC continues to have a very active membership that is committed to helping Falmouth reduce its dependence on fossil fuels and to become a more sustainable community. The scale and scope of activities significantly increased in 2013 with the addition of a part-time Sustainability Coordinator hired by the town. The committee met 11 times in 2013.

2013 Accomplishments

- Developed a monthly REAC newsletter and distributed to mailing list of over 170 town residents. The newsletters provide energy news, a listing of local events and energy saving tips.
- Identified contractors and auditors for 2014 Home Energy Savings Fair to be held at Falmouth High School. Residential energy savings has been a focus for us as it accounts for 43% of our community footprint (2007) and represents a significant home expense. Began event outreach to Falmouth residents.
- Hosted two Warm House Parties with local vendors to showcase energy and weatherization steps undertaken by local residents.
- Hosted a storm window workshop. Thermal window inserts cut the draft and provide an extra layer of insulation inside windows.
- Hosted “Movie Nights” at the Falmouth Memorial Library.
- Gathered background material on town vehicle purchasing policies from New England town councils.
- Reviewed and commented on Natural Gas proposals received by Falmouth.
- Nominated and received ecomaine’s Eco-Excellence awards Town Manager Nathan Poore.
- Recruited two new active committee members.
- Initiated Municipal Building Energy Database
- Advised staff regarding small business recycling program subsequent to silver bullet removal.
- Provided information to town residents at town election events.
- Developed a vehicle emissions handout to be provided to all town residents renewing registration. The handout provides information on how to reduce mileage and save money. REAC is working to get this handout imbedded in the online interface.
- USM intern began in January, and worked as an intern until April. She then received her degree in Environmental Planning and Policy in May 2013, and was hired by the town and began working as part-time staff support in September 2013.
- Became involved in the Green Communities Project, originated by the chair of the Greater Portland Sustainability Council.
- Completed inventory of Falmouth Green Ribbon Commission’s recommendations, prioritizing and assigning responsibilities for recommendations. A number of recommendations have been

completed through work of the committee and staff. In other cases, work is ongoing, projected or deferred.

- Developed a map showing Falmouth energy efficiency installations.

Summary of ongoing duties:

- Endeavor to save local taxpayer dollars through increased energy-efficiency of municipal facilities and operations;
- Prioritize the ad hoc Falmouth Green Ribbon Committee's 2010 recommendations that the Council wants to pursue;
- Educate Falmouth residents and businesses about energy-efficient, waste-reducing, clean energy opportunities and choices;
- Enhance and promote the Town's recycling program;
- Promote the use of clean, renewable energy sources in Falmouth's public and private facilities through education and outreach;
- Work with surrounding communities on potential regional energy efficiency and clean energy strategies;
- Monitor new developments and options in the fields of energy and waste management as technologies evolve and change; educate the public and advise the Council on same;
- Research and report policies to accomplish the above goals and/or other related goals deemed appropriate by the Town Council including proposed natural gas infrastructure.

Goals for 2014

- Continue outreach efforts: 2015 Home Energy Savings Fair, House Parties, Storm Window Workshops, tabling at Town events.
- Develop new outreach tools: movies, map of renewable energy installations and energy upgrades for Town website.
- Continue work on high and medium priority items on the FGRC's inventory.
- Explore municipal energy monitoring. Prepare a report comparing the 2007 municipal inventory with the 2012 data collection for municipal buildings to determine if the town has been meeting the 2% reduction in green-house gas emissions each year.
- Continue to publish monthly REAC newsletter for town residents.
- Increase hours for Staff Liaison/ Energy and Sustainability Coordinator.

Budget Request

- Education and Outreach Events
 - Material expenses and advertising: \$600
- Movie Nights held at the Falmouth Memorial Library
 - Food and drink expenses \$100
 - Fees to show films in public (4-5 films): \$500
- Home Energy Savings Fair
 - Advertising (signs and ads in newspapers etc.)
 - Food and drink expenses for residents and vendors
 - *May charge vendors for table to bring down expenses next year
- Additional costs (total): \$1,500

Total estimated budget requested: \$2,700

Veterans Memorial Committee

Members: Arthur Frederiksen (until April), Carol I. Kauffman, Diane Moore, Ted Vail and Betsy Jo Whitcomb

Council Liaison: Russ Anderson

Staff Liaison: Nathan Poore

The committee was appointed by the Town Council and instructed to find a location, design a memorial, determine the costs and provide a fundraising strategy for a Veterans Memorial for the Town of Falmouth.

2013 Completed Tasks

- Two monuments were designed.
- A location was finalized for the memorial.

2013 Unfinished Tasks

- To work on the final design.
- Establish cost estimates.
- Establish fundraising strategies.
- Presentation to the Town Council.
- Design an information brochure

Goals for 2014

- Complete final design.
- Complete cost estimates.
- Complete fundraising strategies.
- Give a Town Council presentation.
- Complete a fundraising letter and information brochure.
- Construct a Veterans Memorial for the Town of Falmouth.

Budget Request

The committee has set a time frame for fundraising from February, 2014 through May 31, 2014 as the monuments need to be ordered by the middle of June for the Veterans Memorial to be dedicated on November 11, 2014. They will try their best to raise the monies needed but may need to ask the Town to contribute if the fundraising falls short.

Board of Zoning Appeals

Members: Willie Audet (Chair), Stan Given (Vice-chair), Dennis Keeler, Jay Meyer, Jonathan Berry, Roland Beaudoin, Wendy Paradis

Staff Liaison: Justin Brown

Summary

The Board conducted 11 regular meetings, with a quorum at all scheduled hearings. Historically, no hearing is held in December.

Accomplishments:

The Board addressed a total of 56 separate applications in 2013 (2012 total was 56). The majority of appeals were heard under section 6.2 Enlargement of Non-Conforming Structure (24 applications). 5.22.1 Accessory Dwellings was second with 13 applications. 8.3 and 8.4 Variance requests were third with 8 total; all of those were either denied or withdrawn.

Summary of Duties:

The Board is constituted under its Ordinance. We meet once per month on the 4th Tuesday. The Board consists of five members and two alternates. Our role is to hear applications for Conditional Uses, Variances, Mislocated Dwellings and appeals of decisions made by the Code Enforcement Officer. The Board receives and relies on assistance from CEO Justin Brown and staff member Patrice Perreault. Currently we have no recording secretary. From time to time, we will consult with Town Attorney Bill Plouffe.

Work Plan Goals:

In 2013, the Board developed an application checklist for the benefit of the public. Oftentimes, we're finding incomplete applications or documents submitted to us the night of the hearing. The Board feels that this checklist should be a required part of the submission; currently it serves as a guide.

In years past, the Board has conducted a workshop to meet with staff and the Town Attorney to discuss Ordinance amendments and law court updates. Considering we have 3 new members, I'm suggesting that we conduct a Board Workshop in the month of April.

Budget request:

\$1500 for Workshop cost and legal work