

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

2014

April 2, 2015

Ad-hoc Zoning Committee

Members: Stan Given (co-chair), Karen Farber (co-chair), Steve Decrosta, Rachel Reed, Bill Lunt, Jim Thibodeau, Tim Nolan, Aaron Svedlow.

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

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.

As 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.

Significant accomplishments, completed tasks, unfinished projects/tasks.

Significant progress was made in 2014 with the completion of the purchase of the Encode-360 software package and creation of the preliminary web site. This interactive software will facilitate reorganization of the ordinances to make them easier to navigate; improve their understanding; resolve issues of interpretation; streamline the application submittal process, review, and approval procedures; and generally, to update them to reflect current terminology and contemporary development practices. The software will also give staff the ability to author, edit and publish future amendments without the need to contract outside services.

Summary of ongoing duties, tasks, charge, etc.

It was determined early in the year that due to staff project commitments that the most cost effective and efficient option to accomplish the reorganization of the ordinances was for the town to contract with a third party, Kendig Keast Collaborative (KKC) to complete the rewrite. KKC is a Texas based company that writes and manages complete comprehensive plans for communities and is the creator of the Encode 360 software.

By the end of December KKC submitted an annotated outline of the complete interactive reorganization for staff and the committee's review. Project milestones are identified in the project schedule indicating the draft reorganization will be presented for staff and committee review and comment; Module No 1 in March and Module No 2 in July.

Goals or a work plan for the ensuing year.

Project schedule milestones indicate the following:

- Delivery of Draft Module No 1 – March, followed by staff and committee review and comment
- Town Council briefing – May
- Delivery of Draft Module No 2 – July, followed by staff and committee review and comment
- Public Hearing – August
- Final Deliverables and Adoption – December

Board of Assessment Review and Sewer Appeals (BAR)

Members: Richard Olson (Chair), Lois Lengyel (Secretary), Tim O'Donovan, and William Lunt. There is one vacancy.

Staff Liaison: Lisa Sangillo, BAR Administrative Assistant; Gary James, Assessor*

2014 Accomplishments

The Board did not meet in 2014.

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 had one vacancy. Pursuant to Article VI of the Code of Ordinances Section 602 a full board is five (5) members.

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.

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: Sarah Boudreau, Paul Burlin, Steve DeCrosta, Susan Gilpin, Aaron Svedlow, Jerry Goodall (Co-Chair), Nancy Lightbody (Co-Chair)

Council Liaison: Caleb Hemphill

Staff Liaison: Amanda Stearns

Significant accomplishments, completed tasks, unfinished projects/tasks.

- Discussions of how the FCC can best **support the goals and implementation of Falmouth's Comprehensive Plan**, with input from our liaison with the Town Council, the chair of the Community Development Committee, our staff liaison, the Director of Long-Range Planning, and two Town Council members.

As a result, the FCC should try to (in no particular order)

- Work toward quality open space;
 - Educate citizens about the dangers of invasive plants, including stewardship of town-owned lands;
 - Protect wetlands, including mapping of vernal pools, stream crossings, and culverts; and
 - Educate citizens about nonpoint pollution sources and possible ways to stem stormwater runoff, including information about sea level rise and erosion.
- Ongoing work on **updating the FCC mission statement.**
 - **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:

 - An educational ad about invasives ran for two weeks (April 24 and May 1) in the *Northern Forecaster*, encouraging the purchase of native and non-invasive plants for landscaping projects.
 - The cloth display poster with information about invasive plants was displayed at three local garden centers during the summer.
 - There was an invasives field trip on May 24 and a work project with volunteer eighth graders on June 11, both at Falmouth Community Park. On June 12, there was a follow-up with the rest of the eighth grade at the Middle School.
 - A table with sample cuttings from invasive plants was set up at the polls on June 10 and November 4. "Invasive-Free Falmouth" decals and updated informational flyers were handed out.
 - An informational invasives workshop was held at the Flower Shop at Winslow Farms on September 13.
 - On November 19 there was an invasives meeting with town officials to brainstorm a potential town policy that would help get rid of invasive terrestrial plants by requiring the use of clean, invasive-free fill.
 - 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**

A representative from the FCC was appointed to represent the Commission.

- **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.

- **Additional meetings attended**

- May 23: "Collaborative Approaches to Community Conservation," Greater Portland Council of Governments
- August 20: Invasive Species Field Academy, through the Casco Bay Invasive Species Network
- November 20: Neonicotinoids: Pollinator Health and Safety Conference

Summary of ongoing duties, tasks, charge, etc.

As currently written (but under revision)*, 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.

*The FCC voted to submit a revised ordinance statement to update, simplify, and remove any overlapping of responsibilities in order to strike a balance among the powers and duties described in the law of the State of Maine, the strategies of the Comprehensive Plan, and the duties of LMAC.

Goals or a work plan for the ensuing year.

- Continue implementation of the Comprehensive Plan actions relating to the Conservation Commission.
- Update the FCC mission statement.

- Support the ongoing activities of the subcommittees:
 - **Stormwater**
 - **Invasive Species**
 - **Planning Board Support**
 - **Land Management & Acquisition Committee**
 - **Ad Hoc Zoning**
 - **Ad Hoc Route 100**
 - **Vernal Pools**
 - **Comprehensive Plan Support**
- Broaden the ongoing activities of the Invasive Terrestrial Plant Species Control Plan to reduce existing populations and inhibiting the spread of new populations, including education efforts for Town residents through workshops and *Forecaster* ads; cooperation with Falmouth Middle School science classes; and collaboration with local garden centers, Maine Audubon, and subdivision homeowners associations.
- Continue existing efforts to eradicate existing invasives on Town land and along roadside rights of way. Undertake pilot study with a commercial invasive control company.
- Adopt Town policies and practices that will reduce the introduction and spread of invasives.
- Continue review of Route 1 stormwater upgrades.
- Continue update of the index of all sensitive natural resources within the Town per the recently revised Mission Statement.
- Conduct presence and absence surveys of the New England cottontail.
- Initiate and prepare detailed plan for assessment of water quality in Mussel Cove.

Budget request.

To accomplish its ongoing duties and tasks, the Conservation Commission respectfully requests **\$15,500** for the upcoming fiscal year:

Printing and miscellaneous expenses associated with invasives education:	\$ 500
Removal of invasives on certain designated Town roadside rights of way through a pilot study with a commercial invasive control company:	10,000
Removal of invasives on all Town land by a commercial invasive control company:	<u>5,000</u>
TOTAL	\$15,500

Falmouth Economic Improvement Committee (FEIC)

Members: Bill Lunt (Chair), Phil Bixby (Vice Chair), Ann Armstrong (1), Anne Theriault, Sandra Lipsey, Janice DeLima, Pamela DiPietro Hale (2), Dimitri Balatsos (2), Chris Wasileski (+), Luc Walker (+)

Council Liaison: Russ Anderson (1), Charlie McBrady (2)

Staff Liaisons: Nathan Poore, Theo Holtwijk

Accomplishments in 2014

- Met 22 times in 2014
- Developed a proposed approach for the preparation of an Economic Development Strategy for Falmouth
- Developed Request for Proposals for the preparation of an Economic Development Strategy for Falmouth
- Reviewed 4 proposals and conducted 3 interviews
- Conducted a follow-up survey with participating businesses of 2nd annual “Shop Falmouth” event
- Organized 3rd annual “Shop Falmouth” event and conducted outreach to Falmouth businesses
- Received updates on:
 - various economic development projects and initiatives
 - the Route One Infrastructure project and a Communications Strategy for that project
 - the Comprehensive Plan process by LPAC and CDC
 - the natural gas project by Summit Natural Gas
 - the Wayfinding signage project
 - the Route 100 project
- Assisted with exploring feasibility of creating a Falmouth Business Association and participated in event at the Foreside Tavern
- Wrote support letter for open space acquisition
- Developed on-line business resource information list
- Obtained contact information of Falmouth businesses for the Contact Database
- Developed business interview list for consultant
- Reviewed draft Demographic and Economic Base Analysis for Falmouth
- Reviewed draft Strengths, Weaknesses, Opportunities, and Threats Analysis for Falmouth
- Review draft key themes for economic development plan

Summary of Ongoing Duties

- Finalize Falmouth Economic Development Strategy and recommend report to Town Council
- Other tasks as assigned by Town Council

Goals for 2015

- See items 26, 27, and 28 of Council 2014-15 Annual Work Plan, October 23, 2014

Harbor/Waterfront Committee

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

Council Liaison: Sean Mahoney

Staff Liaison: Al Twombly

2014 Accomplishments

- Continue to maintain safe conditions in anchorage
- Replaced fairway buoys
- Decision not to allow concrete moorings
- Discussed making Presumpscot River “no wake” zone

Summary of Ongoing Duties

- Posting “No Wake zone suggestion sign” on Presumpscot River
- Continue to monitor safety of anchorage

Goals for 2014

- Continued support of staff - harbormaster
- Continue to educate public about marine safety
- Continue to monitor use of Town landing for both boating and non-boating activities

Human Services Committee

Members: Jane Sudds, Nancy Lightbody and Diane Moore.

Council Liaison: Claudia King

Staff Liaison: Ellen Planer

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

2014 TO BE ACCOMPLISHED:

The Committee will be distributing \$18,500 among twelve service agencies that provide services for more than 1,585 Falmouth residents. The amount to be distributed is less than 1% (one percent) of the actual costs for services provided to Falmouth residents.

American Red Cross of Southern Maine
Community Dental
Day One
Family Crisis Services
Home Health Visiting Nurses
Hospice of Southern Maine
Maine Behavioral Healthcare (Formerly Community Counseling)
The Opportunity Alliance
Regional Transportation Program
Sexual Assault Response Services of Southern Maine
Southern Maine Agency on Aging
VNA Home Health and Hospice

GOALS FOR 2015:

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

BUDGET REQUEST FOR 2015:

The budget request for 2015-2016 is \$19,000.

Land Management & Acquisition Committee (LMAC)

Members: David Gagnon, Fred Masciangelo, Jed Harris, Ted Asherman

Council Liaison: Dave Goldberg

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

Significant accomplishments, completed tasks, unfinished projects/tasks.

- Although no new open space parcels were added to the town's inventory in 2014, we did receive grants from the U.S. Forest Service (\$231,800) and Land for Maine's Future (\$243,750) for the addition of 103-acres to the North Falmouth Community Forest. Closing on those four parcels will occur in 2015. We also received donations from the Falmouth Lions Club (\$500), IDEXX (\$600), Dunkin' Donuts (\$900), and Walmart (\$1,000) in support of the Falmouth Conservation Corps projects. That brings the total amount of funds raised since 2008 for open space acquisition and management to more than \$2,858,000, with \$1,773,000 of that amount in cash, the remainder in in-kind donations.
- Submitted grant proposals to establish a handicapped accessible trail in Woods Road Community Forest and to support the acquisition of 20-acres of land on Mast Road that was once part of the Lowell Farm.
- Over 70 Falmouth Conservation Corps and other volunteers donated 1,030 hours of time to various trail building and other land management projects. The value of that time is calculated to exceed \$30,800 if town employees had to do that work.
- Constructed over three miles of new trails in North Falmouth Community Forest, including the last remaining link in the Cross Falmouth Trail. That trail now runs from River Point to the Windham town line, a distance of over ten miles. In addition to Falmouth Conservation Corps volunteers, an Eagle Scout (Aaron Thomas), IDEXX employees, 8th graders, and mountain bike riders all helped with the construction of these trails.
- Worked with the Windham Parks & Recreation Department to layout connections between the North Falmouth Community Forest section of the Cross Falmouth Trail and the trails in Windham's abutting Lowell Preserve. These trails will be built in 2015.
- Built a 120 ft. elevated walkway through the Turnpike underpass, which heretofore had been a wet, muddy barrier to Cross Falmouth Trail hikers and bikers.
- Volunteers hardened and improved many areas of existing trails on various open space parcels by building new bog bridges, rerouting problematic sections and constructing benches in strategic locations.
- Constructed a hand-carry boat launch ramp to the East Branch of the Piscataqua River on Field Road with the help of Bowdoin College volunteers.
- Built an interpretive nature trail at the River Point Conservation Area and placed QR code signs identifying historical sites on five different conservation properties.
- Eradicated a thousand or more invasive plants – honeysuckle, bittersweet, buckthorn, multiflora rose, knotweed, and barberry – on the East Branch and River Point Conservation Areas, plus additional spot treatments in N. Falmouth Community Forest, Pine Grove Park, and Hadlock Community Forest. Eighth grade students also pulled invasive plants in Community Park North as part of their community service day.
- 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 Suckfish Brook Conservation Area Discovery Day, a No. Falmouth “birds & botany” walk, and woodcock mating flights at River Point.
- Hosted a meeting of Tree Farm and Tree Growth woodland owners to discuss their forestry practices and get feedback on how we might support their efforts to keep their land undeveloped.
- Got Council approval for the installation of a new ten-foot wide steel bridge to replace the deteriorating wooden bridge into River Point Conservation Area. That bridge was in place by year’s end and now allows full, safe access to the property, including mowing equipment to keep the fields open. Began implementation of the vegetation management plan in late December.
- The Council has yet to approve our plan to create more early-successional habitat in Blackstrap Hill Community Forest by harvesting mature trees in the northwestern corner of the property. Did obtain approval to harvest ±30 acres in Woods Road Community Forest as per the DEP management agreement governing that parcel.
- At Council request, developed an ecological inventory that identified and quantified the ecological characteristics of each of our town-owned conservation properties.

Summary of ongoing duties, tasks, charge, etc.

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 or a work plan for 2015.

- Construct a hand-carry boat launch to the East Branch of the Piscataqua River on Falmouth Road.
- Clear obstructing fallen trees along the East Branch to open up the canoe trail along that river.
- Construct a trail from Longwoods Road that connects with the existing Woods Road Community Forest and another trail in Community Park North connecting Harriman’s bridge with the white trail.
- Harden areas of existing trails that need attention and place more benches along existing trails.
- Construct a handicapped trail in Woods Road Community Forest (grant funds dependent).
- Work to get Council approval for our Blackstrap Hill harvesting plan.
- Demolish the house at River Point Conservation Area that is in poor condition and has become an attractive nuisance for vandals.

- Actively pursue acquisition of additional conservation land that meets *The Greening of Falmouth* and Comprehensive Plan goals.
- Fully implement the vegetation management plan for River Point Conservation Area.
- Continue to kill invasives plants on various town conservation properties, with particular attention to the harvest area in Woods Road Community Forest should that harvest occur.
- Continue to inform the public about our work.
- Pursue high value acquisition opportunities that may present themselves.

Budget request.

- Ombudsman: \$55,000 • Acquisition Fund: \$100,000 • Land Management Fund: \$10,000

Long Range Planning Advisory Committee (LPAC)

Regular Members: Sam Rudman (Chair), Sandra Lipsey (Vice Chair), Paul Bergkamp, Kurt Klebe, Jim Thibodeau, Erin Mancini, and Bill Benzing (Planning Board representative)

Council Liaison: Claudia King

Staff Liaison: Theo Holtwijk

LPAC is the primary advisory committee to the Council on long range planning. Its current work consists of assisting the Town Council and Community Development Committee with recommendations for implementation of the Comprehensive Plan.

2014 Accomplishments

- Met 13 times
- Developed 3-volume Comprehensive Plan that was amended to include recommendations from the State of Maine. The amended plan was unanimously approved by Town Council on February 24, 2014.
- Coordinated with Community Development Committee the priorities for Comprehensive Plan implementation – Council charge: LPAC to focus on making recommendations to encourage a significant majority of new growth to occur in the growth area over next 10 years. CDC to focus on rural area.
- Developed work plan for Growth Area
- Representatives met with Board of Zoning Appeals to discuss conditional use, non-conformity, and accessory dwelling unit applications.
- Met with Codes Enforcement Officer to discuss conditional use, non-conformity, and accessory dwelling unit applications.
- Analyzed non-conformity data in Residential A and B districts using GIS
- Conducted joint outreach meeting with CDC and all other Town Boards and Committees
- Conducted joint outreach meeting with CDC and Real Estate Development Professionals
- Sought input from Community Development Director
- Developed draft proposal that addressed density and dimensional standards and enabled Accessory Dwelling Units

Summary of Ongoing Duties

- The committee is continuing to work on recommendations for specific assignments from the Council regarding implementation of the Comprehensive Plan.

Goals for 2015

- Goals for 2015 are dependent upon Council assignments. See also: Items 8, 21A, 21B, 31, and 42 of Council 2014-15 Annual Work Plan, October 23, 2014

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: Sean Mahoney

Staff Liaison: Lucky D'Ascanio

2014 Accomplishments

- The committee was at full member capacity for the year.
- The committee was pleased to learn Falmouth, Yarmouth and North Yarmouth were to share an animal control officer. There has been an ongoing problem dog waste problem and the committee felt there should be more ticketing for habitual offenders.
- As a way to seek additional public input, a few committee members assisted the staff with public open houses and informal tours of Mason-Motz facility.
- In June, the committee was invited to an informative tour of the town parks. Lead by Parks Supervisor, Jeff Mason, the tour focused on the West side of town and included the Suckfish Brook Conservation Area, (Wilshire) Blackstrap Hill Community Forest and River Point Conservation Area.
- Several committee members volunteered at the Annual Community Supper and the Tree Lighting at Village Park.

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: Jay Chace (Chair), Bernard Pender (Vice-Chair), Thomas McKeon, William Benzing, Rudy Israel, Chris Hickey, one vacant position

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 11 meetings.
- Processed 38 development applications and issued 24 approvals to applicants.
- Held five public hearings on proposed amendments to the Zoning and Site Plan Review Ordinance.
- Some of the more noteworthy approvals granted in 2014 include:
 - Amended subdivision and site plan approval for Phase 2 of the Ridgewood Subdivision.
 - Final approval of the 17-lot Overlook Farms Subdivision.
 - Various site plan amendments to the Oceanview Elementary Schools Redevelopment Project.

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), Jeffrey Gramlich, Barb DiBiase, John Haley, Peter Dootz, and Jason Ronco

Council Liaison: Russ Anderson

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 addition of the part-time Sustainability Coordinator, hired in 2013, has been a true benefit to the committee. The committee met 11 times in 2014.

2014 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 expense for home owners.
- Held the first annual Home Energy Fair in January 2014. Approximately 250 attendees were present, and vendors, organizers and REAC were all very pleased with the turnout.
- Hosted movie nights at the Falmouth Memorial Library.
- Recruited four new active committee members in late 2014.
- Continued the development of the Town's Energy database—including school and municipal buildings as well as the entire municipal vehicle fleet.
- Provided information to town residents at town election events. Polled residents regarding potential plastic bag regulation.
- Began working with the Surfriders Foundation's Maine Chapter, along with the Natural Resources Council of Maine, to develop a report on plastic bag regulation; presented and submitted to Town Council December 2014.
- Continued work with 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.
- Assisted in having an Energy Assessment completed at the Mason-Motz Community Center.

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 2015

- Continue outreach efforts: 2015 Home Energy Savings Fair, use Parties, Storm Window Workshops, tabling at Town events.
- Continue education campaign surrounding reusable shopping bags.
- Continue municipal energy monitoring.
- Prepare an update and progress report on the Green Ribbon Commission Report. Updated report will be for the Town Council, whom will offer recommendations and future work.
- Given the Town Councils recommendation, REAC will prepare an Energy Plan for the municipality and school department; outlining recommendations on how to reduce energy and emissions.
- Work with the Ordinance Committee to develop a policy regarding plastic bag regulation for Falmouth.
- Develop subcommittees with REAC members to distribute tasks and accomplish high priority projects.
- Continue to publish monthly REAC newsletter for town residents.
- Increase hours for Staff Liaison/ Energy and Sustainability Coordinator. Ideally the position will be full-time.

Budget Request

- Education and Outreach Events
Material expenses and advertising: \$300
- 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-\$500
Advertising (signs and ads in newspapers etc.)
Food and drink expenses for residents and vendors

Total estimated budget requested: \$1,400

Route 100 Vision Committee

Members: Andrea Ferrante (Chair), Joe McDonnell (Vice Chair), Sarah Boudreau, Joe Cooper, Chuck Gerry (1), Rebecca Grover, Lori Legere, Dave Libby (1), Steve Melchiskey, Anne Theriault (FEIC Liaison), Jim Thibodeau (LPAC Liaison)

Council Liaison: Charlie McBrady

Staff Liaisons: Nathan Poore, Theo Holtwijk

Accomplishments in 2014

- This new ad hoc committee started meeting in July 2014. It met 8 times in 2014.
- Conducted bus tour of the Route 100 area
- Developed Request for Proposals from Consultants
- Received 5 proposals
- Had Chair and Vice Chair participate in proposal review and consultant interviews
- Hired consulting team of Wright-Pierce and T.Y. Lin
- Developed a 3-pronged outreach effort consisting of one-on-one neighbor discussions, an on-line survey, and a Public Forum
- Coordinated with Maine Department of Transportation, Maine Turnpike Authority, and Portland Area Comprehensive Transportation System
- Received 90+ survey responses
- Conducted Community Forum
- Reviewed Existing Conditions Report
- Reviewed Traffic Analysis Report
- Prepared draft infrastructure options, including public sewer expansion options
- Prepared draft land use considerations

Summary of Ongoing Duties

- Finalize Route 100 Vision Report and recommend report to Town Council

Goals for 2015

- See item 22 of Council 2014-15 Annual Work Plan, October 23, 2014

Board of Zoning Appeals

Members: *(Members listed have served on the Board for at least a portion of the 2014 calendar year):*
Willie Audet (Chair), Stan Given (Vice-chair), Jonathan Berry, Roland Beaudoin, Wendy Paradis,
Nathan Smith, David B. McConnell

Staff Liaison: Justin Brown

Summary

The Board conducted 9 regular meetings and April meeting was postponed to May 7th due to lack of a Board quorum. The October meeting was canceled due to lack of a Board quorum. Historically, no hearing is held in December.

Accomplishments:

The Board addressed a total of 46 separate applications in 2014 (2013 total was 56).

- 23 applications were reviewed under section 6.2 for Enlargement of Non-Conforming.
- 11 applications were reviewed under section 5.22.1 for Accessory Dwellings.
- 3 applications were reviewed under section 6.9 for Teardown/Rebuilds.
- 2 applications were reviewed under Section 8.8 for an Appeal of the Code Officers Decision.
- 2 applications were reviewed under section 6.10 for Non-conforming Residential Accessory Structures.
- 2 applications were reviewed under section 5.21 for Home Occupations.
- 1 application was reviewed under section 8.3 for a Miscellaneous Conditional Use.
- 1 application was reviewed under section 8.4 for a Variance request.
- 1 application was reviewed as a request for reconsideration of a previous decision by the Board.

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:

The Board was recently fortunate enough to add a number of new members to its ranks. It is my hope that the Town Attorney will be able to speak with the Board as a whole in the form of an informal workshop to reiterate and clarify some typical practices and protocols of Board meetings as well as answer any questions members might have about the process and legal procedures. The Board members will also be encouraged to attend education potentials outside of the workshop referenced above.

Budget request:

\$1500 for Workshop cost and legal work