



Long Range Planning Advisory Committee (LPAC)

Thursday, October 11, 2018
Meeting Minutes

Attendance

Name	Present	Name	Present	Name	Present
Sam Rudman <i>Chair</i>	✓	Paul Bergkamp	✓	Claudia King <i>Council Liaison to LPAC</i>	-
Sandra Lipsey <i>Vice Chair</i>	✓	Becca Casey	-	Theo Holtwijk <i>Staff</i>	✓
Rich Jordan <i>Planning Board</i>	-	Breana Gersen	✓	Meredith Sells <i>Staff</i>	✓

The meeting began at 6:05 pm.

1. Review of Draft Minutes of August 23, 2018 and September 13, 2018 Meetings

The draft minutes of the August 23, and September 13, 2018 meetings were approved as written.

2. Discussion of LPAC Leadership

The committee discussed future leadership of LPAC. Theo confirmed with the Town Clerk that Sandra and Sam would be able to continue for a third term from Jan. 1, 2019 to December 31, 2021. Sandra and Sam suggested that they remain on the committee in a member capacity, and pass the leadership roles of Chair and Vice Chair onto other committee members. In this way, new leadership can have the support and guidance from past leadership while they remain on the committee.

The committee supported Breana's interest in the Chair position, and suggested Becca as a candidate for the Vice Chair. Theo will contact Becca following the meeting to determine her interest in the role of Vice Chair, and give an overview of role and responsibilities. LPAC will confirm the new Chair and Vice Chair by the next LPAC meeting.

3. Discussion of Next LPAC Assignment: Evaluation of 2016 Zoning Amendments

The committee further discussed its next assignment, which is addressing recent growth and density concerns in Falmouth. Theo shared a written description of the assignment and process that he had reviewed with the Town Manager. Theo categorized the approach in four segments. The first is the public forum with facilitator Craig Freshley to help gain insights by clarifying feedback, and organizing comments and dialogue. Theo provided an update on a meeting he and Meredith had with the facilitator. It was agreed the Council Chair should give the introduction at the public forum to set the stage. It was also

agreed that no development data should be presented at the first forum, as this was purely a listening session.

In parallel to the public forum, the second segment is gathering and reviewing development data since July 2016. Theo is working with Ethan to gather the data. The data will be reviewed in combination with an evaluation of public comments.

The third segment will be to conduct any site visits of development projects.

The fourth segment is to evaluate the July 2016 amendments, 2017 moratorium, and 2018 amendments. Then, the committee will need to develop preliminary recommendations and test those with the public in the second public forum.

Breana stressed the need for clarity and transparency. The committee discussed the possibility of an education portion either before or after the 1st forum. It was agreed that the messaging needed to be clear, and the stage should be set with the purpose of the forum to ensure it remains as productive as possible. Theo will reach out to the facilitator to explore coming to the next LPAC meeting in advance of the public forum.

The committee reviewed the tasks from the Council Workplan to ensure that the process and approach were aligned to address these items. The committee discussed reframing the tasks to evaluating growth and density based on the Comprehensive Plan. Paul remarked that this review could help raise the sophistication of the Comprehensive Plan in the future. Sam also raised the idea of adding a survey to the process based on the effectiveness of previous surveys during the update of the Open Space Plan. The committee agreed the process and timeline should be adjusted based on what is being learned at each step.

4. Other Business

The committee discussed the meetings for the remainder of the fall. Sam asked if the meeting on 10/25 could be moved to Wednesday, 10/24. The public forum on November 15 will serve the place of an early November meeting. Due to the holiday, Theo will send an inquiry to the absent members to explore October 24 and November 28 or 29 instead of the November 22.

5. Next meeting

The next LPAC meeting is scheduled for Wednesday, 10/24.

The meeting was adjourned at 7:55 PM.

Draft minutes prepared by Meredith Sells, October 18, 2018.