

# 2018-19 Council Work Plan

Updated September 5, 2018

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| Shading Code | <p><b>Blue:</b> Task has been completed</p> <p><b>Tan:</b> Task has been started but requires more time to complete</p> <p><b>White:</b> No action has been taken</p> <p>1 = high priority, 2 = medium, 3 = staff to monitor and make progress as deemed necessary or when there are opportunities</p> |
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| Committee              | Lead Staff | Priority | Ref # | Action   | Schedule and Status Updates   |
|------------------------|------------|----------|-------|--|---|
| Appointments Committee | EP         | 1        | 22    | Develop new charge/name for the Human Services Committee. The new version of the committee could include a new name. Tasks may continue to include recommending budgets for non-profit agencies or relying on another entity such as the United Way to distribute funds. Additional tasks will include: 1. Focus on overall community health and well being; 2. Student mental health services; 3. Student drug addiction education; and 4. Firearms awareness and education.  | On 1/7/19 the appointment committee will be meeting with community stakeholders to discuss options including, but not limited to: 1. health and wellness fair 2. increasing awareness of local resources. 3. Need assessment. Several additional meetings may be needed to complete this task. The charge will evolve as the needs of the community are identified. The committee will continue to evaluate fund requests & allocate.   |
| Appointments Committee | EP         | 2        | 23    | Merge the Shellfish and Harbor Committees and refresh Shellfish ordinance. At next available meeting of Harbor Committee, invite Shellfish Committee to their meeting. Staff to identify all tasks required of the Shellfish Committee and add those tasks to the Harbor Committee.  | The Harbor and Shellfish Committee will meet on April 25 to discuss combining committees and the charge. Once this is complete an ordinance change will be submitted to the council for approval. The ordinance amendment may include changes beyond combining committees if there are housekeeping and modernization amendments necessary.   |
| CDC                    | EC         | 1        | 1     | Route 100 zoning amendments per Vision Report  | On 1/7/19, CDC finished its policy decisions around zoning recommendations and will report to the Council on status. CDC believes that zoning amendments can begin to be drafted.   |
| CDC                    | EC         | 1        | 2     | Review view ordinance and consider ordinance amendments if deemed necessary.   | CDC held several meetings on this topic in early 2018, reviewed options and needs to provide further direction. CDC will review after Route One North zoning.   |
| CDC                    | EC         | 1        |       | Temporary Signs  | This item was not on the Council work plan. Added to work plan after Council, in August, referred the proposed ordinance to CDC for further review. CDC used two meetings to discuss this topic and a re-intro was held on 11/26/18. Public hearing scheduled for 1/28/19   |
| CDC                    | EC         | 3        | 39    | Revise site plan regulations to require archeological investigations (CP 65)   | CDC agreed to have staff reach out to MHPC to discuss ideas for how this might best be done. CDC ranked 5th on their priority list.   |
| CDC                    | NP         | 2        | 24    | Small building zoning relief in VC-1 re to the 0-20 foot setback requirement.  | CDC ranked this item 6th on their priority list.  |
| LPAC                   | TH         | 1        | 4     | Review and evaluate, with public input, residential rates of growth in all areas of the community and how it is consistent with the Comprehensive Plan. Also review whether the vision created through Comprehensive Planning is still applicable or preferred policy. Specific analysis to include: impact since 2016; units developed under new zoning and those under pre-2016 density standards (those that built at a density lower than allowed under 2016 standards); identify zoning that is of particular concern; policy maker and public understanding of the foundation for growth area standards. | (1/7/2019) LPAC conducted Public Forum, is reviewing Rate of Growth data, gave Council update, and is currently focused on RA zoning rules per Council direction.   |
| Charter Commission     | AL         | 1        | 5     | Charter Review   | The Charter Review Commission completed its charge in November 2018. They presented their final report to the Council in September and two ballot questions passed in November. <b>Before the new Charter becomes effective on July 1, 2019, the Town Manager needs to work with the Town Attorney and Council to resolve a procedural issue related to Sections 202 and 402. This will require a referendum question in June 2019.</b> |

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| Conservation Commission                              | EC         | 3        | 38A   | The 2009 report on vernal pools and wetlands did not mature into clear policy. At this time, evaluate NRPA vernal pools standards to determine whether those standards could be adopted locally.  | No update.   |
| Conservation Commission                              | JR         | 2        | 25    | Apply for Tree City USA designation.  | (1/7/19) Staff have met to coordinate efforts on applying for Tree City Designation. Online application is in progress and will be completed by the end of February.   |
| Conservation Commission                              | KD         | 3        | 38B   | Create an awareness program to educate the public about the environmental effects of small engines.   | The Commission has done some initial research on this topic-would like some further guidance on next steps   |
| Conservation Commission (Formally Finance Committee) | KD         | 2<3      | 40    | Solar Farm Development (CP 5)   | With new leadership in Augusta, it is thought that more favorable solar policy development is going to happen quickly. The Town has requested a quote from our electricity broker, CES, for their assistance on feasibility analysis, request for proposal development and contract negotiation with this large scale solar project. A more thorough update will be provided once more information is gathered.  |
| Council  | EC         | 1        | 4E    | Council to review and evaluate the contract zoning process utilized by the developer of the formerly proposed Homestead Acres.  | Council will need to schedule agenda item to discuss.  |
| Council  | NP         | 1        | 1A    | Change meeting schedule to include two regular meetings each month and eliminate "special meeting". This will require a rule change. Chair to announce at each meeting people can speak under "Public Forum" for any matter not on the agenda or if there has or will be another opportunity for public comment. The Agenda should also specifically state this message so it is clear to the public. | Council will need to schedule agenda item to discuss.  |
| Council  | NP         | 1        | 4D    | Develop a standard for when and how to conduct facilitated conversations.   | Council will need to schedule agenda item to discuss.  |
| Council  | NP         | 1        | 5A    | Falmouth Memorial Library construction and funding challenges.  | Fundraising is expected to be successful and complete by the end of January.   |
| Council  | TH         | 1        | 4C    | Review current zoning in and around the MTA Spur and consider whether changes are necessary.  | (1/7/19) This topic is related to the Council's review of the Falmouth Center plan. Staff is currently awaiting Council direction.   |
| Council  | EC         | 1        | 7     | Tidewater Master Plan Extension and amendments  | Master Plan has been extended until Oct.2019. Draft amendments to Master Plan & Design Guidelines have been prepared by staff. Need to meet with Council leadership to coordinate introduction, possibly concurrent with amendments to the Tidewater LDA and MOU.  |
| Council  | JR         | 2        | 26    | Staff to first develop a methodology to categorize or characterize paper streets and role of paper street if it is abandoned or accepted. Assign a committee to work on prioritizing and dealing with batches, the paper streets matter. Also work on issue with subdivisions developed after 1997.   | Community Development Department has downloaded from Registry all recorded subdivision plans. (1/7/19) An inventory of post-1997 paper streets is in progress. Staff is not recommending an additional committee. Staff recommends the same process as the 2017 paper street review be utilized (staff-led). This will include an annual review process.   |
| Council  | NP         | 2<1      | 6     | Inform/educate and support addiction recovery and prevention programs.  | The Town is working with GPCOG and the Metro Coalition and has received a grant to be a pilot study that will focus on generating awareness of the issue within the community. The project goals include: 1. To expand municipal leaders' understanding of the root causes of opioid addiction- including Adverse Childhood Experiences- and engage them as champions for comprehensive, evidence-based solutions in their communities. 2. To increase the adoption and implementation of evidence-based policies and practices in Cumberland County municipalities. |

| Committee                               | Lead Staff           | Priority | Ref # | Action   | Schedule and Status Updates  |
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| Council                                 | TH                   | 1        | 8     | Develop and issue an RFP for consultant assistance to prepare a Route 1 North preliminary engineering Plan. (CP 35) Update Route 1 North TIF.  | Develop schedule and issue RFP. (1/7/19) It was determined to first make progress on Blackstrap Road Vision plan, before issuing this RFP. Progress is being made on Blackstrap Road work with consultant and MaineDOT. Route 1 North schedule is TBD.   |
| Council                                 | TH                   | 2        | 27    | Consider the development of affordable housing on town owned property, located behind the Police Station. (CP 39)  | (1/7/2019) A Council-staff team conducted four interviews with developers and is currently completing a developer/process recommendation for Council review in January.  |
| Council<br>(Ad hoc Marijuana Committee) | AL                   | 1        | 9     | Marijuana ordinance and regulations  | The Ad-Hoc Committee was created in 2017 and met throughout the year. While waiting for final state regulations, the group only met once in 2018. With new state rules in place, the group is moving forward with its charge in 2019. They have meetings planned with the TM, CDD, and Town Attorney to discuss impacts on land use, etc.  |
| FEIC                                    | TH                   | 1        | 10    | The Town Council requests that the FEIC work on the following matters:<br><ul style="list-style-type: none"> <li>• Business Forum/Speaker Series</li> <li>• Marketing Falmouth as a Location for Commercial/Business Enterprise</li> <li>• Creating Fun &amp; Interesting Events in Falmouth (try to develop one new annual event)</li> <li>• Collaborate with the Falmouth Memorial Library and its developing program re business incubation</li> </ul>  | The FEIC requested the Council direct it to review Site Plan Process and Zoning Ordinances, however the Council did not place this item on the 2018/19 work plan. (1/7/2019) The FEIC has organized three business forums and is in process of conducting two more forums in February and March 2019 on STEM and energy efficiency). In 2018 the FEIC issued a position on development in Falmouth. FML representatives discussed with FEIC business incubation program opportunities. |
| Finance Committee                       | TH                   | 1        | 11    | Affordable Housing TIF at Plummer and Blackstone   | Staff is evaluating TIF options and is preparing a presentation for the Finance Committee. (1/7/2019) Staff got feedback from developer and is currently preparing a proposal for Finance Committee review.  |
| LMAC                                    | LD                   | 3        | 42    | Connector bridge - aluminum bridge near Falmouth Road (CP 2)   | LMAC will revisit this in 2019.  |
| LPAC                                    | TH                   | 1        | 4A    | Review Comp Plan Growth / Limited Growth areas by developing data and GIS maps to review development patterns since the adoption of the Comp Plan and the 2016 zoning amendments.  | (1/7/2019) See task 4 above.   |
| LPAC                                    | TH                   | 1        | 4B    | Review of policy impact (other than 2016 ordinances) as a result of the 2013 Comp Plan. Also develop a plan/process/timeline to update the 2013 Comp Plan.   | (1/7/2019) See task 4 above.   |
| CDC                                     | EC                   | 1        | 3     | Review and amend Land Use Ordinances in consideration of recommendations in Route 1 North Plan. (CP 42c)   | This item was moved from LPAC to CDC. CDC will be taking this item up at next CDC meeting.   |
| LPAC+                                   | LD<br>(TH to assist) | 2        | 22A   | Develop a comprehensive Parks and Active Recreation Areas strategic plan. With the help of a consultant, develop a needs analysis and strategy to meet those needs. The LPAC+ membership should include appropriate representation from LPAC, LMAC, and PACPAC.  | (1/7/2019) This task awaits completion of other LPAC task(s) and scheduling by the Council, before being started.  |
| LPAC+                                   | TH                   | 1        | 12    | Greening of Falmouth Version 2.0 (Be sure to review impact or benefit to threatened and general water bodies) + Assess community interest in agricultural pursuits, desire for preservation of prime farm soils, promotion of farming, and need for access to agricultural opportunities. Decide whether the Town should take additional steps to protect agricultural land besides easement protection. (CP 58) + Consider preservation of agricultural land in addition to land already protected by easement (CP 59) + Focus on the acquisition of property or easements that will provide connectivity between existing blocks of park and conservation land. (CP 9) + Develop incentives in the rural area that will aid property owners in retaining their land as an alternative to developing it and evaluate the feasibility of tools such as Transfer of Development Rights (TDR). (CP 46) + Inventory lands with potential high value soils by including an inventory of land that has been farmed in the past. (CP 63) | (1/7/2019) LPAC completed the 2018 Open Space Plan. It was adopted by Council. LMAC is overseeing its implementation.  |

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| Ordinance Committee | EC                | 2        | 29    | Review options to develop regulations on blasting, with specific focus on abutting property notification. | Ordinance Committee ranked this their 3rd priority after Pesticide Ordinance and Sewer Ordinance were complete.  |
| Ordinance Committee | EC                | 2        | 29A   | Review options to develop regulations for short term rental of property and boats.                        | Ordinance Committee ranked this item at the end of its priority list. Concerns were expressed by the Ordinance Committee about about how polarizing/difficult this type of regulation is.  |
| Ordinance Committee | EC                | 3        | 31    | Review options to develop regulations on fire pits.   | The Ordinance Committee has decided to approach this matter with an educational and awareness approach rather than strict regulations beyond what is required by the State. The Fire/EMS Dept is putting together a brochure for the Ordinance Committee to review at a later date. The brochure will inform residents of the possible nuisances created with fire pits and how best to manage them.   |
| Ordinance Committee | KD                | 1        | 13    | Pesticide application ordinance.  | Council referred project to staff and Ordinance Committee. The Conservation Commission has been asked to develop a robust educational campaign on "healthy lawn care" in regards to the topic of restricting pesticide/fertilizer use. KD will be working with the City of South Portland and hopes to utilize the same marketing/branding consultant they used for their website and outreach material. The Committee and Commission will reconvene at a later date, after the launch of an education program to further explore the consideration of regulations via an ordinance.   |
| Ordinance Committee | PC                | 3        | 30    | Review sewer billing options - flat rate vs. unit cost. Finish connection fee ordinance amendments.       | The Committee has met several times with staff and will be putting forward a proposed ordinance amendment to the Council later this winter. This matter may be wrapped up at its next meeting in January.  |
| PACPAC              | LD (KD to assist) | 2<3      | 43    | Town wide public spaces improvement plan.   | Several residents have expressed interest in developing a beautification plan that would include planting flowers and other enhancements in specific locations throughout town. <b>Staff is working with members of the Conservation Commission for signage at the "Town Green" native species demonstration garden and has coordinated with Audubon Staff to offer workshops and nature walks through Community Programs beginning the Spring of 2019. Staff and others are also working on a plan to memorialize the native species garden as a Tercentennial Legacy Garden.</b> The Town Council identified this task as a higher priority at its July 2018 retreat. They also changed the charge from "beautification" plan to "improvement" plan. This adjustment in task identification may not change the nature of the project but it is meant to be more comprehensive than simply planting flowers or other species. Staff will be soliciting assistance from qualified landscape experts/architect to work with staff to develop a strategic plan and multi year budget to support the plan. This task should be coordinated with the development of a parks and active recreation plan, lead by LPAC+. |

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| REAC      | KD         | 1        | 14    | Develop an energy and sustainability plan for the municipality and school department, to include a mission statement that clearly defines the purpose and vision of sustainability for Falmouth. Update annually. Define goals and action items for the following sectors: municipal, regional, school department, residents, and business. The plan must provide a background of sustainability initiatives implemented to date, as well as priorities for future initiatives. The plan must also include an analysis of greenhouse gas emissions from the municipality and school departments, and speak to the 2% annual emission reduction goal established in 2010 within the Green Ribbon Commission Report along with Falmouth signing of the Mayor's Climate Protection Agreement.  | The Town Council adopted the Energy and Sustainability Plan by Resolution at their November 22 meeting. It was suggested that the School Dept. do the same thing through the School Board-no update on that status at this time. A further/updated emissions analysis will be conducted this month with the consultant RAPPART. A memo will be provided to the Town Council regarding that analysis likely at the end of the month, or in February.   |
| REAC      | KD         | 1        | 15    | Develop changes to the solid waste management plan to include: 1. recycling contamination reduction; 2. increasing food composting opportunities; and 3. modernizing collection systems.  | Falmouth was awarded as \$7,500 grant to expand the food-waste drop off program from the DEP; being launched in the Spring. Working with Municipal Sustainability Group (SoPo, Portland, Scarborough and Windham) on proposal to ecomaine for summer interns to assist with tagging contamination in all 5 communities (details TBD). KD conducted a survey regarding collection and presented the results in a memo in December 2018 to the Town Council.  |
| REAC      | KD         | 2        | 32    | Support businesses or organizations that are undergoing efforts to increase sustainability, while improving their bottom line. (ED 35)  | KD has been working with TH and the FEIC on a Business Energy Forum in March. FEIC will be presented a status update at their Jan 16 meeting.   |
| REAC      | KD         | 3        | 44A   | Develop awareness program and consider a ban regarding single use plastic straws.   | This should be looked at after plastic bags and styrofoam is addressed.   |
| REAC      | KD         | 3        | 44C   | Develop awareness program and consider a ban regarding single use Styrofoam containers.   | REAC will be discussing projects for the 2019 at their January meeting at which time, these items will be addressed and assigned to committee members to begin researching and developing a plan for implementation in Falmouth.  |
| REAC      | KD         | 2<3      | 44    | Consider the development of regulations that ban single use plastic bags.   | REAC will be discussing projects for the 2019 at their January meeting at which time, these items will be addressed and assigned to committee members to begin researching and developing a plan for implementation in Falmouth.  |
| Staff     | AL         | 2        | 33B   | Review Council and School Board stipends in area communities and develop proposal to increase stipends in FY20 or FY21.   | Research is ongoing and a budget recommendation will be ready by Feb. 1.  |
| Staff     | TH         | 3        | 45    | In cooperation with the Falmouth Historical Society, Greater Portland Landmarks, and the Maine Historic Preservation Commission and other applicable organizations, undertake one or more of the following actions: (a) An intensive level archaeological survey of sites identified by the Maine Historic Preservation Commission. (b) A reconnaissance survey of Highland Lake shoreline and the banks of the Presumpscot and Piscataqua Rivers, and a portion of the shoreline of Falmouth Foreside focusing on Native American settlements. (c) A professional survey of historic archaeological sites focusing on agricultural, residential, and industrial sites relating to the earliest Euro-American settlement of Falmouth in the mid - 17th century. (d) An evaluation of the 1992-93 reconnaissance-level survey of Falmouth's historic above-ground resources by the Maine Historic Preservation Commission, as well as the 1994 Greater Portland Landmarks survey of buildings built prior to 1945, to determine which buildings merit further study for possible nomination to the National Register of Historic Places and consider possible Local Historic District designation. (CP 38) | Staff will develop a proposal for consultant assistance and bring it back to Council for review. After August staff work plan meeting, staff agreed to switch the staff lead on this item from EC to TH. (1/8/2019) Staff is in touch with MHPC Archaeologist Art Spiess on developing a scope of work for tasks a-c. An MHPC grant opportunity exists to help defray its costs. Staff will make a proposal on this to Council in winter 2019. Regarding task d, staff is considering a scope of work with the original creator of the 1994 survey (Janet Roberts) and staff at MHPC. The complete survey (a dozen or so binders consisting of 1,000 properties) is currently on loan to Town staff from FHS. |

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| Staff       | MT                | 3        | 46    | [Explore the creation of] an expanded calendar of events that will bring people into Falmouth including festivals, fairs, races, celebrations, and other events. Encourage participation from local retailers. (ED 37)  | A survey was published to solicit public feedback on Fal300 events and guide future event planning. Staff endorse establishing a standing Town Events Committee to plan town events such as Very Merry. Staff have discussed the need to staff said committee, coordinate events, and improve town/public communications, including publishing a periodic newsletter/calendar of events and increasing the Town's social media presence. Current staff do not have the capacity for this role; hiring a part-time staff person will likely be necessary. |
| Staff       | NP                | 1        | 1B    | Staff to forward Committee report to Melissa after each committee meeting. Melissa will then forward to all Council Liaisons.   | Town manager will develop plan with Department Heads by the end of January.  |
| Staff       | NP                | 1        |       | Staff to cite Comp Plan in the future with all policy discussions and development.  | Staff will need further guidance or examples from the Council.   |
| Staff       | NP                | 2        | 33A   | Investigate options and consultants who can review policy development processes used by the Town Council and other committees.  | Councilor Cahan has experience using process auditors in CA. Town manager has reviewed examples proposed by Councilor Cahan and suggests that if the Council chooses to start evaluating the impact of policies after adoption, that there be specific guidance offered by the Council on what they wish to evaluate or measure.   |
| Staff - CDD | EC                | 1        | 16    | Implement Resource Conservation Zoning Overlay District Ordinance amendments (CP 64 + 71)   | LPAC completed an RCZO report, which has been reviewed and recommended by CDC. Report has been reviewed by Council. Amendments for the rural area work (50% open space) and integration of attached units into RCZO were approved in March 2018. This task may now be considered complete as LPAC+ recommended keeping growth area open space levels unchanged.  |
| Staff - CDD | EC                | 2        | 33    | Monitor contract zone administration and make recommendations for any ordinance amendments, if deemed necessary.  | No contract zones have been approved to-date.  |
| Staff - CDD | EC                | 2        | 34    | Track new development by type and location on an annual basis. (CP 49)  | Staff to coordinate to ensure project is completed.  |
| Staff - CDD | EC                | 2        | 35    | Update the Street addressing ordinance  | Staff is developing a proposed amendment that is 80% complete. Goal is to finalize by Spring.  |
| Staff - CDD | EC (JR to assist) | 2        | 36    | Implement amendments to street standards + Amend the land use regulations to require interconnection by new developments with surrounding bicycle and pedestrian networks. (CP 45)  | LPAC completed a Street Standards report, which has been reviewed and recommended by CDC. Report has been reviewed by Council. See also CP 45. EC and JR have met and narrowed/defined list of items to be included in amendment. Ordinance drafting can begin.  |
| Staff - FIN | PM                | 2        | 37    | Public Records Management - Due to the on-going computer system upgrade, this project has been put on hold pending completion of that project. Once our new system architecture is in place, we will begin to investigate technology options available to us. | Development documents are outgrowing our storage space and are not easily accessible to other departments or the public. Research of town documents is laborious and would be made much more efficient with an electronic system in place. Physical storage space at Town Hall is at capacity. Staff will start to evaluate options after the completing of a major townwide network upgrade.  |
| Staff - KD  | KD/TH             | 2        | 38    | Facilitate a review of the potential impact that extreme weather and rising sea levels, including storm surge, present on facilities and coastal access, and measures which may reduce those impacts. (CP 40)   | Staff to coordinate with other stakeholders and to seek outside organization facilitation assistance (such as from Casco Bay Estuary Partnership, Gulf of Maine Research Institute, and/or Southern Maine Planning & Development Commission). (1/9/2019) No update on this item.   |
| Staff - PWD | JR                | 3        | 47    | Start process to develop a long term plan for Pleasant Hill Road improvements. Send letter to all property owners and invite them to an initial meeting about Pleasant Hill Road.   | Bike Ped Plan - 10 to 20 year outlook for possible improvements. Recently paved in 2017. No speeding complaints. (1/7/19) Staff recommends this item be removed from the workplan and resume its course within the parameters of the bicycle and pedestrian master plan.   |

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| Staff - TH              | TH         | 1        | 17    | Develop a plan for Blackstrap Road improvements.  | (1/7/2019) A public forum was conducted, soil borings were executed, a conceptual road design was prepared and costed out by TY Lin. Next step (Jan/Feb) is to review the concept plan with MaineDOT and prepare a financial strategy. Public Forum is TBD (spring 2019) after which staff recommendations will be presented to the Council.   |
| Staff - TH              | TH         | 1        | 18    | Prepare and adopt zoning ordinance amendments that implement the stormwater recommendations that are contained in the 2013 "Route 1 Commercial District Stormwater Management Report" prepared by Woodard & Curran. Proactively, make available technical assistance/educational information to stem stormwater runoff in and around Falmouth roads and critical shoreline areas. (CP 52) Monitor and take applicable action regarding MDEP threatened water bodies list. | The Town and the Cumberland County Soil and Water Conservation District (CCSWCD) are to develop a Phase 2 work plan to implement the remaining recommendations from this report. A grant proposal to the state to assist the town with the project will be submitted in the summer of 2018. Stormwater funding match to be pursued locally through TIF. See also ED 22. (1/9/2019) A revised grant application was approved by State of Maine (ordinance amendments were excluded). Project will be administered by GPCOG. Robyn Saunders will be project consultant. Project will start in winter 2019. End date TBD. |
| Staff - TH              | TH         | 1        | 19    | Design and implement a wayfinding system to help people with orientation and navigation throughout the community. Structure the project into two phases. The first phase will include removing all existing signs, replacing the welcome to Falmouth sign on Route One and installing just a few general wayfinding gateway signs (I295 exits, I95 exit, etc). The second phase is to be determined. (CP 25)  | (1/7/2019) Council authorized wayfinding funding. Bailey Sign is currently working with the Town on sign production. Sign installation is expected to occur in spring 2019.  |
| Staff - TH              | TH         | 3        | 48    | STEM - bring together educators, employers and others to develop a comprehensive approach to STEM education and economic development. Eventually rely on Chamber and School Department to take over any ongoing efforts.  | (1/7/2019) FEIC and Town staff are currently organizing a February 2019 STEM forum with the School Department.   |
| Staff - TM              | KD         | 1        | 21    | Work collaboratively with the Town of Windham and the Highland Lake Association (HLA) to monitor lake quality and develop/implement strategies, where necessary, to ensure long term water quality.   | A Strategic Plan will be developed and presented to the Town Council on this entire effort in the coming months.   |
| Staff - TM              | NP         | 1        | 20    | Browntail Moth - review recent activity and meet with residents to determine options for education/awareness, eradication, etc for the future.  | Town to work with others in the region on efforts to address BTM. Staff are preparing to submit to the State for a public health nuisance declaration. Regional partner group continues to advocate for help from the State and for increased research at the University of Maine. Staff have reached out to vendors to prepare for spray program in Spring 2019.  |
| Tercentennial Committee | ECA        | 3        | 49    | Host a community calendar to be able to list all the events in the community (health, active, recreation, arts, culture) and continue to build this. (ED 53)  | Tercentennial celebrations are over and the website is no longer being updated. See Ref #46 for discussion of plans moving forward.  |
| Staff                   | EC         | 1        |       | Update Floodplain Ordinance   | This item was not on Work Plan but will need to be addressed in a short timeframe if FEMA adopts new flood maps in 2019. Waiting to find out results of municipal appeals of maps before drafting ordinance language. In October, created webpage with data for public review and notice of pending changes.   |