

Town Council Meeting Minutes December 7, 2020

Chair Kuhn began the meeting at 7:01 pm

Roll Call

All councilors were present and answering roll call.

Pledge of Allegiance

Chair Kuhn led those present in the Pledge of Allegiance.

Item 1 Public Comment Period.

Chair Kuhn opened the public comment period; there was no public comment.

Item 2 (Consent Agenda)

- **Order to approve the minutes of the October 26, 2020 Town Council Meeting.**
- **Order to approve the minutes of the November 9, 2020 Town Council Special Meeting.**
- **Order to approve the minutes of the November 23, 2020 Town Council Meeting.**

Councilor Asherman motioned; Councilor Johnson seconded.

Chair Kuhn opened the public comment period; there was no public comment.

The motion carried unanimously.

Item 3 Report from staff, Council committees, and Council liaisons regarding updates on assignments and projects.

Councilor Cahan said the Community Development Committee met that morning. The Committee discussed revisions to the subdivision ordinance to align the ordinance with the state language, amendments to the water view zoning amendments as related to the Board of Zoning Appeals application process. She said the next CDC meeting will be held on January 4 at 8:30 am. At that meeting, the Committee will discuss the proposed Route 100 changes and the water view zoning amendments.

Chair Kuhn said due to the surge in COVID-19 cases, the Library has closed for browsing but is running the curbside takeout. The Library will continue its virtual programming.

Councilor LaFond said the Recycling and Energy Advisory Committee met. He provided an announcement that there is a new compost drop off facility located behind Walmart on U.S. Route 1. He said compost can reduce the waste stream and expense to the Town. He encouraged Falmouth residents located near the new drop off location to use it.

Nathan Poore, Town Manager, said the Town sent out communications the prior week about the need to close the transfer station during winter plowing operations. Due to the COVID-19 transfer station operation

set-up there are not enough staff to operate the transfer station during plowing. He said there is a dedicated number that residents can call during snow events to check the status of the transfer station. He said Town Hall is closed to public due to staff COVID-19 cases and exposures. A decision would be made later in the week about the following week's operations. He said most transactions could be completed online and limited appointments were available for transactions that must be completed in-person.

Item 4 Report from the Appointment Committee.

Councilor Johnson, Appointments Committee chair, said the Committee met the prior week and had recommended three individuals for appointment. The Council would consider the recommendations in January. He described the Committee's progress on its work plan items.

Item 5 Update on the Community Vision and Values project.

Councilor Trickett said as of that morning 682 surveys had been completed. He said 98% of respondents had indicated they were Falmouth residents. He said there had been a townwide mailing reminding residents to take the survey as well as social media posts, email alerts, posts on the cable channel, flyers, and mobile electronic message boards. He said the Town reached out to several community organizations, homeowners associations, and the 55+ communities to invite them to share the survey with their networks. He said the Town had reached out to attendees of past public forums. He said the Town was launching a new phase of outreach, community connectors. He said any resident is invited to become a community connector. He said there would be a kick-off meeting via Zoom in the next week or so. He said 13 people had already volunteered but the Town was looking for as many community connectors as possible. He reviewed the project schedule. He said that the project team had discussed extending the survey deadline to the end of January. He said the project team would like to be able to hold the think tanks in person if possible.

Councilor DeLima asked if the 682 survey responses were individual households. Ms. Branigin said that the number of responses was up to 695 and were individual responses. She said all the responses to date had been electronic. Mr. Poore said that the paper surveys were starting to come in. Councilor Trickett asked about the total number of survey responses received during the 2013 comprehensive plan process. Mr. Poore said he thought it was over 1,000 but would have to confirm.

Councilor LaFond thanked the project team for successfully reaching out to the community.

Councilor Johnson asked for clarification on the survey deadline. Councilor Trickett said it was originally going to be the end of December, but the project team had been discussing pushing it back to the end of January to allow for more participation. With Town Hall and the Library being closed to the public it has been difficult for people to obtain paper surveys.

Chair Kuhn opened the public comment period.

Amanda Henson of Meadow Creek Lane thanked the Council for considering extending the survey deadline. She asked if someone could request that a paper survey be mailed to them.

Lee Hanchett of 21 Stone Ridge Road asked the Council to keep the pressure up on finding out what happened the survey reminder postcards. He said everyone he had talked with had not yet received it. He was supportive of the deadline change. He asked for clarification on the difference between an individual filing and a household filing. He suggested that staff follow up with the community groups via phone.

Lisa Joy of 142 Middle Road liked the flashing road sign. She was excited about the possibility that the survey would stay open until end of January. She suggested putting another sign at the Mountain Road intersection. She agreed with Mr. Hanchett's comment about wanting to help follow-up with the community groups.

Chair Kuhn closed the public comment period.

Chair Kuhn said the phone number to call to request a paper survey was listed on the project portal. She said there had been an article in the paper about significant postal service delays due to COVID-19 related staff shortages. She thought the postcards were probably in transit. She said staff had been calling around and people were receiving them, but they were trickling in. Staff did contact the postal service. She said any individuals within households were welcome to complete the survey. She agreed that following up with the community groups was important. She thanked the commenters' offers to assist.

There was consensus amongst the Council to extend the survey deadline until January 31, 2021.

Councilor DeLima thanked Ms. Branigin and her team for their flexibility.

Councilor Trickett said there was a plan in place for staff to follow up with the community groups that week but encouraged people with relationships to the groups to also follow up personally.

Chair Kuhn asked the councilors to each recruit at least five community connectors.

Councilor Trickett asked if there was a way to create an online form to request paper copies of the survey. Ms. Branigin said FutureiQ could add a button to the project portal. Councilor Asherman said requesting a survey over the phone should remain an option.

Item 6 Update on the townwide property revaluation project.

Nathan Poore, Town Manager, said the staff team, Cumberland County Assessing, and Vision Government Solutions had a kick-off meeting the prior week. He said Vision created a revised schedule. He said education and outreach would be starting soon. He said Vision would be splitting the inspections into two phases. He said the exterior inspection program would begin early in 2021 and would extend into 2022. He said if vaccines had been widely distributed by July 2021, the interior inspections would begin. He said Vision had drafted communications describing the revaluation process.

Councilor Trickett asked what tax year the project would impact. Mr. Poore said it would be the tax bills due in November 2022.

Adjourn

Councilor Cahan motioned; Councilor Trickett seconded.

The motion carried unanimously.

The meeting adjourned at 7:49 pm.

Respectfully submitted,

Marguerite Fleming
Recording Secretary