



## Long Range Planning Advisory Committee (LPAC+)

### Thursday, July 22, 2010 Minutes

#### Attendance

| Name          | Present | Name          | Present | Name             | Present |
|---------------|---------|---------------|---------|------------------|---------|
| Rebecca Casey | √       | Bud French    | -       | Hugh Coxe        | -       |
| Paul Bergkamp | -       | Kurt Klebe    | -       | Jim Thibodeau    | -       |
| Steve Hendry  | √       | Sandra Lipsey | -       | Julie Motherwell | √       |
| Rachel Reed   | √       | Sam Rudman    | √       | Steve Walker     | √       |
| Claudia King  | -       |               |         |                  |         |

**Council Liaison:** Bonny Rodden  
**Staff present:** Theo Holtwijk

Sam started the meeting around 7:00 PM.

#### 1. Minutes

The draft minutes of July 8, 2010 were discussed but not acted on as there was no quorum.

Sam asked about the back-up indicator regarding home-based businesses. The group explained that it did not exist yet, but that a survey question should address that. There was a consensus that home based businesses have economic ramifications for the town. Bonny mentioned that this could play into the idea of developing neighborhoods or mini villages. There was a discussion where Falmouth's villages of the past went and that there seems to be little desire to place businesses where there once were businesses. It was mentioned that there was an interest in a coffee shop along Route One south and that the ability to walk to such a business was key. There was an agreement to consider the village and neighborhood concept and to perhaps pursue that in target areas.

#### 2. Subcommittee Data Research

Julie said that she liked the format of the report that Sandra's committee had prepared on transportation and suggested that all subcommittees follow it. That report addressed:

- Previous sticky notes on the topic,
- Existing conditions (implementation status),
- What is new, or has changed, or is missing, or should be updated.

Rachel expressed concerns that her subcommittee may not do it that way, but she agreed it was good to have a set of criteria. Sam said that at a minimum subcommittees should make

specific suggestions, that the 2000 plan should be looked at, and that the research should be divided. Becca felt that a similar format may make reports easier to read, but admitted that her group approached it more organically. Theo said that it was good discipline for all groups to write their thoughts down and share it that way.

The group discussed its schedule to complete the review. It was agreed to take four months for it through October, and then do LPAC visioning, and after that the public visioning. Becca suggested that January was a better time for a public event anyway. The agreement is that LPAC would over the next few months only meet once a month, and that the subcommittees could then meet on the other Thursday.

The August meeting would be for topic 2. September for topic 3 and October for topic 4.

It was stated that it was important for each subcommittee to have a take-charge person to get that group together.

The dates for August are August 12 and 26.

Bonny asked when the follow-up questions that came out the LPAC discussions for each topic would be addressed. Sam replied that subcommittees now have three weeks to tackle topic 2 and that he expected the subcommittees to also circle back to the action list concerning topic 1.

Bonny suggested that all subcommittees, besides reading documents, also talk to the responsible staff.

### **3. Community Survey**

The group discussed ideas for the community survey. A past phone survey had random phone numbers, but according to Julie it was not well received as some people complained that it did not allow them to participate. She felt that all should be able to participate.

Becca commented that random calls can provide a good balance as in the other case certain segments of the population may not be well represented.

The group agreed to focus on the survey and not have a large public event in 2010. The group also thought that the survey may be useful to do before a public visioning event.

Bonny suggested that the group be as specific as possible in seeking feedback and that she liked how the Falmouth Shopping Center event tried to do that.

It was asked how long a survey may take to execute. Theo estimated that it would take at least 6 weeks or so from letter sent to call made to survey report in hand. Steve agreed that it was good to have the date in hand before the public event. Julie stated that that would allow the group to be more focused with the public. Also, some said, the survey may spark interest to follow-up in the event.

Theo will ask Nathan how to proceed with procuring survey services. He stated that it may be good to have a Survey Subcommittee to iron out details and not take the entire committee's time for it.

#### **4. Video Update**

Becca stated that three people had been interviewed, but that her group had a difficult time recruiting people. She stated would type of people they were still looking for. Julie suggested approaching the Falmouth Lions Club and would e-mail Becca a contact for that. Another suggestion was to contact FEDC members. Claudia will narrate the voice over text.

#### **5. Other Business**

A new Economic Improvement Committee is being formed with a slot for a regular LPAC member. Sam and Becca are eligible, but both took a pass at it. This issue will be taken up again at the next meeting when more LPAC members can be present.

Sam will give the Council a progress report this coming Monday night.

#### **6. Next Meeting**

The committee will meet again on Thursday August 12th at 7 PM.

The meeting was adjourned at 8:55 PM.

Draft Meeting Notes by Theo Holtwijk, August 6, 2010