

Sunset Committee Workshop and Meeting Minutes

Location: Chebeague Island Hall
Date: 5/16/16
Present: Donna Damon, Sam McLean, Mary Holt (chair), Thor Peterson, Carol Sabasteanski
Absent: Paul Belesca, Peter Pellerin, Carol White
Public: None

WORKSHOP

Prior to the meeting the Committee held a workshop to discuss the upcoming public meeting and survey. The workshop began at 5:30PM. Key points of discussion follow.

- Mary reported that she had provided the Town Clerk with all the final study reports and Existing Conditions Plan. They will be posted on the Town's website.
- The public meeting will be held on June 27th at 7PM at the Hall.
- Ideas for public meeting agenda:
 - Brief explanation of how and why the Town acquired the property
 - Review of the Comprehensive Plan's recommendation
 - Make up of committee (include turnover)
 - Provide power point presentation of findings of all studies
 - Carol will lead the meeting but each committee member will have assigned roles – specifically providing a summary of each study to the audience
 - Each member of the public will be provided a card where they can record their ideas/suggestions regarding the possible use of the property.
 - In addition to the cards, members of the audience will be invited to offer their ideas/concerns/recommendations openly in the meeting.
 - The ideas will be collected and recorded on a flip chart, recording the number of similar ideas on the chart
- Survey:
 - The ideas generated from the public meeting will be used in development of the survey.
 - The survey will be distributed to the public. The survey will be mailed to all taxpayers but open to everyone to complete. On-line version of the survey will also be created.
 - Paper copies of the survey will be distributed around town (library, store, etc.)
 - The survey will require the respondent to identify their status:
 - Year round resident
 - Seasonal resident
 - Visitor
 - Age range
 - Possibly name (to eliminate duplicates)
 - A one page summary of the Committee's findings and possibly results of public meeting will be included with the survey
 - Respondent must be 18 or older
 - Survey will ask respondent to rate their top 3 choices for future use of property
 - Survey will include the ability for the respondent to add additional comments
 - Survey will be due at the end of July or August

The workshop concluded at 7:15PM.

COMMITTEE MEETING

Mary Holt, Chair, called the meeting to order at 7:15PM

Minutes of Previous Meeting

A motion was made, seconded, and unanimously voted to approve the minutes of the February 29, 2016 meeting.

Final Approval of Existing Conditions Plan

The change to the terminus of Elizabeth Road was made as requested by the Committee. Therefore, the Committee needed to accept or reject the final Existing Conditions Plan.

A motion was made, seconded, and unanimously voted to accept the Existing Conditions Plan dated March 7, 2016.

Preparation for Public Meeting

The Committee will meet on June 6th and possibly June 13th to prepare for the public meeting. Prior to the June 6th meeting Carol will prepare a draft presentation to be reviewed at the meeting

Mary will submit a notice of the public meeting to the June Island Calendar. She will distribute her article to the Committee for comments prior to submission.

Mary will ask Marjorie to attend the June 6th meeting. The Committee agreed that the format for reporting the authorized and expended Committee funds needs to be modified for easy understanding by the public.

There being no additional business, a motion was made, seconded, and unanimously voted to adjourn the meeting at 7:28PM

Respectfully submitted,

A handwritten signature in blue ink that reads "Carol Sebastian". The signature is written in a cursive style.

Secretary