



TOWN OF CAPE ELIZABETH Amended MEETING AGENDA

MEETING: Ad-Hoc Housing Diversity Study Committee Survey
Subcommittee

DATE: June 5, 2023

TIME: 6:30 P.M.

PLACE: Town Hall, Council Chambers

1. Call Meeting to Order

2. Roll Call

3. Public Comment

4. Approval of Minutes from May 15, 2023 and May 22, 2023 Meetings (attached)

5. List of Agenda Items

a. Loomio Questions presentation by Judy Colby George

b. Review Town Owned Land

i. Town own land criteria (attached)

ii. Solar setbacks (attached)

iii. School Transportation Policy:

https://documentation.cape.k12.me.us/books/board-policies/page/eea-student-transportation-services?fbclid=IwAR0pFZKFPf5j9zb2Imr6SibJaOmW_1QMvfwsxuxnoBIhjRVYYV4OUTo7-ww

b. Committee Staff Updates

i. Communication with public, other committee members, disclosure, and public meeting requirements

- c. **Family Fun Day Outreach event for survey and Loomio**
- d. **Community Forum Reports:**
Photos Comments, Small Groups Ideas, and Evaluations. (attached)
- e. **Survey development updates**

7. Reports and Correspondence

- a. Survey Questions from Committee Members (attached)
- b. OWL Email Chain (attached)
- c. Cynthia Dill Email on Community Housing (attached)
- d. Gull Crest Feasibility Report Inquiry Email (attached)
- e. Email and Reports on Workforce Housing and Rental Housing in Maine (attached)
- f. Comengage proposed contract and committee emails (attached)
- g. Comengage Email regarding Q's (attached)
- h. Town owned Land spread sheet (attached)
- i. Contract delay (email chain (attached)
- j. Follow email regarding Housing Survey (attached)
- k. Minutes from Survey Subcommittee (attached)

8. Next Meeting/Event

Announce Date/Time/Place

Items on the Agenda – Continued or New Items

- a) Saturday, June 17 Family Fun Day at Fort Williams Park
- b) Monday, June 26 at 6:30PM at Town Hall, Council Chambers (hybrid)
 - i. Cynthia Dill to present and engage in Q&A on Community Housing from 6:30 pm to 7:15 pm

- ii. Small group development
 - iii. Survey development
- c) Secured Dates: July 17, Aug 7, Aug 28, Sept 18, Sept 25 all hybrid in Council Chambers from 6:30 to 8:30 pm.

9. Public Comment

10. Adjournment

The board should vote to adjourn to ensure there is no further business.

Speaking at the Ad-Hoc Housing Diversity Study Committee Meeting After the public comment period has been opened, any person wishing to address the Ad-Hoc Housing Diversity Study Committee shall signify a desire to speak by raising their hand. When recognized by the chair, the speaker shall give their name and address or name and local affiliation, if the affiliation is relevant, prior to making comments. All remarks should be addressed to the Ad-Hoc Housing Diversity Study Committee. Comments shall be limited to three minutes per person; however, the time may be extended by majority vote of the committee members present. The time for public comment at the beginning of the meeting is limited to 15 minutes. This time may be extended by a majority vote of the committee members present. The time for public comment at the end of the meeting shall be sufficient for any member of the public to speak for 3 minutes. The chair may decline to recognize any person who has already spoken on the same agenda item and may call on speakers in a manner so as to balance debate. Once the Ad-Hoc Housing Diversity Study Committee has begun its deliberations on an item, no person shall be permitted to address the Ad-Hoc Housing Diversity Study Committee on such item.

Written Comments

Members of the public are encouraged to submit written comments to the Ad-Hoc Housing Diversity Study Committee.

Email

Comments by email can be sent to HDSC@capeelizabeth.org.

Mail

Comments may be mailed to the attention of the Town Clerk. Comments will be scanned and emailed to staff and the committee. Town Clerk 320 Ocean House Road, Cape Elizabeth, Maine 04107.

Comments may be dropped off to the Town Clerk at Town Hall during office hours. Comments will be scanned and emailed to staff and the committee.

Decorum

Persons present at Ad-Hoc Housing Diversity Study Committee meetings shall not applaud or otherwise express approval or disapproval of any statements made, or actions taken at such meeting. Persons at Ad-Hoc Housing Diversity Study Committee meetings may only address the Ad Hoc Housing Diversity Study Committee after being recognized by the chair.

Supporting Documents

1. Minutes May 15 and May 22, 2023 Meetings (attached)
2. Town Owned Land Criteria (attached)
3. Solar Setbacks (attached)
4. School transportation Policy (Link)
5. Community Forum Reports: Photos Comments, Small Groups Ideas, and Evaluations (attached)
6. Survey Questions from Committee Members (attached)
7. OWL Email Chain (attached)
8. Cynthia Dill Email on Community Housing (attached)
9. Gull Crest Feasibility Report Inquiry Email (attached)
10. Email and Reports on Workforce Housing and Rental Housing in Maine (attached)
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