



TOWN OF CAPE ELIZABETH MEETING MINUTES

MEETING: Ad-Hoc Housing Diversity Study Committee

DATE: August 7, 2023

TIME: 6:30 P.M.

PLACE: Town Hall, Council Chambers (Hybrid)

Present: Kevin Justh (KJ), Victoria Volent (VV), Stephanie Anderson (SA), Katie Reeves (KR), Amit Omaz (AO), Curtis Kelly (CK), Timothy Thompson (TT)

Committee Support Staff: Kristina Musante (KM) K&J Strategic Solutions were present

Public Guests: 2 guests on Zoom and 3 guests in the audience

Attendance: All members present

1. Call Meeting to Order

Meeting was called to order at 6:30 pm

2. Roll Call

TT was not present for roll call but arrived at 6:33 pm

3. Public Comment

Cynthia Dill spoke about Gull Crest and her support for the last two options on the feasibility report, as they did not require ordinance changes.

4. Approval of Minutes from July 17 and July 24 Meetings (attached)

Both sets of minutes were approved with 5-0 vote with members who were not present at those meeting recusing themselves.

5. List of Agenda Items

a. Survey launch and data collection plan

The committee discussed the survey and their desire for it to roll out immediately. KM stated she would discuss timeline with survey consultants and inform committee as soon as possible. The committee asked for ads to in Courier to run advertising the survey and voted for a Sept 15th end date to be requested 7-0.

b. Committee Final Report allocation of sections

The committee final report was discussed and each member agreed to take certain sections. Committee members are to be working on their sections and to bring their outlines to upcoming meetings as assigned. KM was to summarize assignments and create a google doc for the committee to keep their information. This document will be made public as there are updates.

c. Town Council Draft Report for August meeting

Changes were requested for Town Council report to include listing the items on the survey that correspond with the Comp Plan, removing language that describes AMI and rental and home cost amounts, and transportation section to be revised.

d. Extension request, additional meeting dates to request if approved, and timeline to complete committee charge

The committee agreed 7-0 to request an extension into December to allow the committee to finish its work and to allow for the survey data collection period to occur in September. The committee asked KM to request all virtual meetings to reduce travel costs.

e. Loomio updates and plans

The committee reported that Loomio had 67 participants. Judy Colby-George will be given 20 minutes on the August 28th agenda to discuss results.

f. Gull Crest funding opinion from Maine Housing discussion.

The committee requested with a 5-2 vote, that KM reach out to Maine Housing and John Eagan to review the Gull Crest feasibility report.

g. GPCOG discussion

It was decided that GPCOG would be invited to present at the August 28th meeting for 45 minutes. It was asked that the Gull Crest Report be shared and

they give their opinion of the project. However, upon invitation the Town Manager, asked that GPCOG hold off on their opinion until the Town Council further reviewed the information. KM had already invited John Egan to give his opinion on the matter in writing, prior to the Town Managers objection to any further inquiries.

6. Staff Updates

KM reported an email from Assistant Town Manager stating there was an action by Town Council that referred the Ordinance Committee Memo dated April 6, 2023, on supplemental options list to promote affordable housing. This memo was referred to HDSC for review and to report back to Town Council. This memo will be reviewed at the August 28th meeting of HDSC.

7. Reports and Correspondence

- a. ADU email size (attached)
- b. Diversity study email (attached)
- c. Language for survey email (attached)
- d. Meeting materials update email (attached)
- e. Meeting tonight Curt Kelly email (attached)

8. Next Meeting/Event

Announce Date/Time/Place

Items on the Agenda – Continued or New Items

- a) Monday, August 28 at 6:30PM in Town Hall, Council Chambers (Hybrid)

It was discussed the SA and VV will present outlines of their report section at the August 28th meeting.

- b) Monday, September 18 at 6:30PM in Town Hall, Council Chambers (Hybrid)
- c) Monday, September 25 at 6:30PM in Town Hall, Council Chambers (Hybrid)

9. Public Comment

Cynthia Dill asked that all members of the public be treated the same. She stated that an email from St. Pierre that described concerns about Gull Crest should not carry more weight than the work she has produced in support of the project.

10. Adjournment

The meeting adjourned at 8:07 pm