

Town of Cape Elizabeth
Housing Diversity Study Committee
Finalized Meeting Minutes
November 7, 2022

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

Absent: None

Committee Support Staff: Kristina Musante (KM) and Josh Biehler (JB) of K&J Strategic Solutions consulting firm

Public Guests: John Volt, Scott Clark, Jamie G

1. Welcome and Introductions

Meeting began at 8:30 pm.

2. Attendance

All committee members were in attendance.

3. Public Comment

John Volt requested that the meetings be recorded and published for the public with transcripts. Committee agreed that more access is preferable.

Scott Clark proposed a survey that he developed which he believes will capture the data from elderly people who would not use the internet. Mr. Clark stated he was looking for input from the committee. The committee agreed to examine the idea further and to review the materials presented.

4. Approval of Meeting Minutes- Tuesday October 11, 2022

Revisions to the minutes was requested by the committee to be presented at the next meeting. TT made a motion to revise minutes and SA second the motion and the committee voted 7-0 to the motion.

5. Reports and Correspondence

The committee agreed to host its next committee meeting on Dec 5, 2022 at 8:30 pm, following the Community Forum.

The committee requested CETV support from the town and that the meetings and forums be held in the Town Council Chambers when possible.

6. Additional Agenda Items

a) Discussion of public forum

The committee discussed the community forum that took place just prior to the meeting. The committee discussed the ideas presented by the public.

Committee discussed outreach ideas and efforts for the next Community Forum to include: Color flyers to be mailed to members to put into high traffic areas and PDF of flyer to be emailed to committee, ½ page ad, community calendar sections for library, town, and newspapers.

The committee discussed and agreed that housing creation goals should be the focus of the next Community Forum. Member of the public, Scott Clark suggested presenting the goals and suggested land plots to the public.

The committee discussed the need to create a road map for their work. The committee discussed how to approach the work that needs to be done to include: set goals, educate public, align regulatory policy, identify sites, and develop recommendations. The committee discussed diversifying housing for groups like young families and downsizing seniors.

b) Set Date for next public forum or community outreach

A motion was made by SA to present at the next Community Forum on Dec 5, 2022 from 6:30 to 8:30 pm, pages 66-67 from the Housing Diversity Study that outlines housing creation goals, TT second the motion, the committee voted 7-0 in favor of this presentation material.

c) Discussion of housing goals for the committee

The committee discussed removing regulatory barriers as a way to create more housing. The committee discussed the types of financing that could be used to support diversified housing.

The committee agreed that they want to hear from communities and experts that have done this successfully or have knowledge that will assist in their work.

The committee discussed the need to explore if the town could gift land for this project. It is believed by the committee that a referendum would need to be put to a vote.

d) Set goals and process for how to engage the community.

Committee agreed to having a planning workshop between meetings to allow for more communication and to plan out a schedule of outreach events and SME presenters on Nov. 29, 2022 at 6:30 pm.

7. Next Meeting /Event

- a) HDSC Workshop: November 29, 2022 at 6:30 pm at the Town Council Chambers

- b) HDSC Community Forum: December 5, 2022 at 6:30 pm at the Town Council Chambers
- c) HDSC Committee Meeting: December 5, 2022 at 8:30 pm at the Town Council Chambers

8. Public Comment

Public comment from Jamie G he suggests that the committee lay out clear options with tradeoffs and benefits for the council to consider.

Public comment from Tim Dew suggests that we compare the age data for other regions to understand if Cape Elizabeth is normal or has much older residents than most.

9. Adjournment

Meeting was adjourned by chairmen and vice chairmen