



Local Comprehensive Plan Committee

Meeting Minutes, October 25, 2021, 10:00 a.m.

Members present: Chris Clark, Chair; Sue Areson; Steve Sollog; Ellery Althaus; Mara Glatzel

Members absent: Claudia Tuckey; Eric Jansen

Also present: Barbara Carboni, Town Planner and Land Use Counsel; Sharon Rooney, AICP, Tighe & Bond, Consultant; Bob Panessiti, Chair, Economic Development Committee; Town Manager Darrin Tangeman; Assistant Town Manager Kelly Clark.

The remote meeting access instructions were read.

The Board members present identified themselves.

Opportunity for public comment was explained and offered. Russ Braun, a member of the Walsh Committee (and former Building Commissioner) noted the importance of economic development in the planning process. An upcoming Economic Development Committee meeting was noted.

B. Carboni provided the Planner Update, which included: number of survey participants up to 340; recent and future meetings of the Economic Development Committee.

Discussion of Survey: D. Tangeman noted some community feedback that survey is not scientific and is missing some people. He noted need to inform public that this is just the beginning of public outreach and there will be future opportunities. K. Clark provided some demographic breakdown of survey participants thus far; it skews to older residents (67% in age group 56 to 75; 11% in age group 76+). 64% of respondents full time residents; 29% part time. Gap recognized: business community. There are people who work in community but not accessing survey. Town will do outreach to Chamber of Commerce; challenges associated. Locations for leaving hard copies of survey were discussed. K. Clark noted that she had added email contact info and some tips for people having technical difficulties. Issue with hard copies: need for data entry. S. Areson offered to go to Council on Aging to help people fill out survey. K. Clark noted potential issue of entering multiple surveys from same IP address. Town staff will address. The upcoming Fall Fest (editor's note: sadly, cancelled) was noted as place to reach people with flyer noting survey. Walsh will have a presence calling attention to the survey. Some public confusion was noted with respect to Walsh and LCPC. It was determined that a flier giving simple explanation of the two committees would be most useful. It was determined that the Walsh "community conversation" (several questions intended as a tool for in-person conversations) had unintentionally become an online form filled out by some individuals. S. Rooney noted the value of placing links to survey on Walsh, LCPC and other sites. K. Clark shared the "backpack mail" materials sent home at Truro Central School to explain survey. A similar notice had been sent out in tax bills. S. Rooney suggested that survey remain open through fall and perhaps through holidays. She further noted that the survey results would help LCPC design future outreach tools and LCP goals. D. Tangeman suggested that there be interim assessment of respondents to see what groups needed to be targeted.

Discussion of Additional Outreach Strategies. S. Rooney noted option of ArcGIS Storymap tool. This tool can include maps, photos, history; videos; interviews. It is another way to get the word out about why the LCP is important. It is interactive but not participatory. (There is an additional tool that could provide participation.) It can be started up at any time. Examples: Cape Cod Commission has a Storymap relating to regional centers. Town of Eastham developed a Storymap around the DCPC created. S. Rooney noted focus groups; posters; stakeholder groups as additional options for outreach. It was noted that we are not quite there on having in-person meetings.

C. Clark asked if the Committee could schedule a meeting on a specific topic so as to make more progress; could the meeting be in person or hybrid? D. Tangeman noted that the Select Board would soon be considering a policy on hybrid meetings and LCPC would be part of discussion. Technical/resource issues are present but value appreciated.

S. Sollog asked for definition of stakeholder. How broadly should this be defined? Does use of term exclude people? Mara noted that Housing Authority had been defining stakeholders, which they viewed as representing different parts of community: boards/committees; faith organizations, businesses, COA, School, law enforcement, etc. If you get people to participate as stakeholders, they bring discussion back to their group and generate participation. S. Areson agreed, noting that some people are stakeholders in a number of different areas. B. Carboni expressed concern that a "stakeholder meeting" being announced would appear exclusionary. It was agreed that solution is to invite stakeholders to meeting, but public also invited. D. Tangemen noted that if you are impacted by outcome of LCPC, you are a stakeholder. At the same time, how do these individuals or groups influence the process? It was agreed that the Committee would hold a meeting in a couple of weeks to discuss/plan stakeholder event. D. Tangeman suggested a survey of LCPC members to get ideas for stakeholders prior to the meeting. Staff would aggregate before meeting. S. Rooney offered assistance.

D. Tangeman noted that the Cape Cod Commission is conducting second homeowner survey which would be of value to Committee.

M. Glatzel suggested that a facilitator conduct the stakeholder event. S. Rooney noted this was part of their contract.

M. Glatzel moved to approve the minutes of September 21, 2021. E. Althaus and S. Areson seconded. A roll call vote was taken; all members present voted to approve the minutes. S. Areson noted a set of minutes was still outstanding. B. Carboni stated that she would sort it out.

S. Sollog moved to adjourn. M. Glatzel seconded. A roll call vote was taken; all members voted in favor.

Respectfully submitted,

B. Carboni

