



**TOWN COUNCIL COMMITTEES MEETING
MONDAY, APRIL 4, 2022 AT 4:30 P.M.**

COUNCIL CHAMBER, 59 MAIN STREET, ORONO, MAINE

WATCH ONLINE AT: <https://us06web.zoom.us/j/95161428975>

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MINUTES

1. Roll Call

Present: (In person) Comp Plan Chair Meghan Gardner, Geoffrey Wingard, Leo Kenney, Robert Laraway, Sonja Birthisel, and Town Manager Sophie Wilson. (Remote) Council Chair Tom Perry. Absent: Cheryl Robertson.

2. COMPREHENSIVE PLAN IMPLEMENTATION COMMITTEE

a. Introduction to the Comprehensive Planning Process & Initial Framework for the Upcoming Revision (*Video record time 0:00:15 - 0:44:26*)

Town Planner Kyle Drexler provided a brief overview of the process and options leading up to the next update of the Town's Comprehensive Plan. As the 10-year anniversary of the current plan approaches, it is time for the Town Council to consider a framework for the process of revising or updating the plan.

Mr. Drexler noted that the first step is to decide who is going to be on the Planning Committee to work on the Comp Plan. He noted they are appointed by the Council, and include approximately 10-20 people. Next, would be to create a unique and creative citizen participation program. He noted community involvement is a huge part of the process, as well as the research and collection of data. Mr. Drexler noted that another important step is to have a realistic schedule. Mr. Drexler described the makeup of the past Comp Plan Committee, the two-year process, public input, and adoption in 2014.

Mr. Drexler anticipated commencing the Comp Plan Committee in May (or summer) of 2023, with a 2-year public process, with completion of the Comp Plan in 2025. He suggested researching other communities' comprehensive planning processes.

Mr. Drexler and Ms. Wilson provided details of the past Comp Plan process and requirements. Mr. Perry noted the importance of choosing the right Chair for the Committee and the importance of public participation.

b. Overview of the Contract Zoning Process & Planned Development at 5 College Ave
(Video record time 0:44:27 - 1:17:00)

Community Development Director Mitch Stone stated that Tyler Technology purchased 5 College Avenue (formerly the University Inn) and discussed with Council the redevelopment of the parcel to build a new office space, with 75 jobs for young professionals. He noted they plan to work closely with the University on initiatives and internships. Ms. Wilson noted that the company is looking for the quality of life that Orono offers. Mr. Drexler stated they will be going before the Planning Board for site plan review and will be looking to get a contract zone (zone change to Village Commercial) approval from the Council. He noted he will be writing a draft contract zone agreement for Council's review, and then it will go to the Planning Board for their public hearing. Mr. Drexler stated that the abutters will be notified directly. Councilors supported public awareness and participation. Staff stated that a public notice will be placed in the newspaper.

3. FINANCE AND OPERATIONS COMMITTEE

a. Enhancing the Town of Orono's Cybersecurity (Video record time 1:17:05 - 2:02:20)

Assistant Town Manager Belle Ryder stated the Town's insurance renewal process has highlighted areas in which the Town should work to enhance its cybersecurity protocols and practices. She noted staff has worked to evaluate best practices, options for implementing these practices, and current resources. Ms. Ryder provided a PowerPoint presentation, describing the three fundamental elements of achieving cybersecurity resilience: people, planning and processes, and technology. Ms. Ryder noted that updating the WPCF SCADA system will be one proactive approach we will be taking. She noted the insurance company is conducting cybersecurity risk assessments for communities. Ms. Wilson suggested making incremental cybersecurity changes. Ms. Ryder noted that ARPA funds can be used for this type of cyber protection. Ms. Wilson noted an estimated \$35,000 needed for a consultant might be able to come from overlay. She suggested getting information/quotes from several companies and bringing it to Council for discussion.

4. Town Manager's Report (Video record time 2:02:24 - 2:25:25)

Ms. Wilson provided a brief report on the following items:

- St. Louis Family Foundation Grant of up to a \$4,000 match for AED defibrillator systems.
- Council budget survey.
- Road construction projects to start soon (Chapel/College Heights, Mahaney Development, Westwood Drive,
- Mill Street stormwater/sewer system improvements (near The Nest).
- Thank you to UMaine Associate Professor Rob Glover for data collection assistance.
- Elected Officials Training to occur tomorrow, April 5th.
- Maine Day, April 27th. Public Safety staff are working with the University.
- Construction/building permits through the Code Officer.

- Brown Tailed Moth mitigation assistance being explored.
- Business owner at 19 Mill Street, agreement regarding outdoor seating.
- Desire to have a monthly Penobscot County Legislative meeting.

5. Adjourn

The meeting adjourned by unanimous consent at 7:25 p.m.

Minutes are summary only. A video-recorded version is available on the Town's website at www.orono.org.

Respectfully submitted,

Nancy W. Ward
Executive Assistant