



TOWN COUNCIL COMMITTEES MEETING

MONDAY, JUNE 6, 2022 AT 4:30 P.M.

COUNCIL CHAMBER, 59 MAIN STREET, ORONO, MAINE

MINUTES

1. Roll Call

Present: Council Chair Tom Perry, Meghan Gardner, Cheryl Robertson, Geoffrey Wingard, Sonja Birthisel, Leo Kenney, Robert Laraway, and Town Manager Sophie Wilson.

2. COMPREHENSIVE PLAN IMPLEMENTATION COMMITTEE

- a. **Initial Overview of Current Off-Street Parking Standards** (*Video record time 0:00:15 - 0:38:06*)

Town Planner Kyle Drexler provided an overview of the current standards and discussed challenges identified by staff through current development inquiries. He described the current impact of residential off-street parking (Orono's minimum requirement of 3 spaces per new dwelling unit), stormwater runoff, and efficient development. He noted the goal is to balance the parking needs of a university town with preserving open space and limiting impervious areas. He noted that Orono's required number of parking spaces for all residential homes is high and can discourage development, or promote less desired kinds of development.

Mr. Drexler stated some potential revisions to be explored are: to reduce the required number of spaces to 2 or 1 per dwelling unit; consider the zone and area where the dwelling is located; and/or take into consideration what type of residential growth is desired/anticipated.

The Committee discussed the parking issues. Mr. Drexler stated that existing parcels would be grandfathered. **The Committee agreed to review the off-street parking standards further.**

Ms. Wilson stated that Mr. Drexler will research best practices and will draft an ordinance that reduces the minimum off-street parking requirements to bring back to the committee.

3. COMMUNITY DEVELOPMENT COMMITTEE MEETING

- a. **Initial Discussion regarding Procedure and Expectations Regarding Public Comments at**

Committee/Council Meetings (Video record time 0:38:08 - 1:17:28)

Council Wingard noted that people want to have a more active voice in the Council and Council Committee meeting process.

Committee members discussed different desires and perspectives of when, and how, to allow public comments during Council Committee meetings and Council meetings.

The Committee members agreed to the following guidelines:

Council Workshops -

The Workshops will remain the same; no public comments will be made during the meetings, because it is Council's opportunity to work on items with staff. Public comments can be made at the end of the agenda at the discretion of the Council Chair.

Committee Meetings -

During Committee Meetings, the Committee Chair may recognize staff and identified members of the public to contribute during the discussion. At the end of discussion on an agenda item, the Chair will provide a brief opportunity for the public to offer comments related to the agenda item.

At the end during Public Comments, those who wish to speak about items that are on the agenda are asked to state their name and affiliation, and then briefly address the Committee Chair.

Council Meetings -

At the beginning of the Council Meetings, public comments will be able to be made on items that are not related to items on the agenda (*but only after the Ordinance has been changed*).

Public Hearings are formal opportunities for the community to provide feedback on specific items that will be considered by the Town Council. The Council Chair will open each hearing, recognize staff to provide an overview or presentation on the hearing topic, and then ask for questions or comments from the public. Those who wish to speak are asked to come to state their name and affiliation, and then briefly address the Town Council Chair.

The Consent Agenda is moved and voted on as a single action with no discussion by Town Councilors or members of the public. A member of the Town Council or the public can request that an order on the consent agenda be removed and added to new business to allow for explanation and discussion prior to the vote.

After orders under New Business are read by the Council Chair, Councilors will move and second the orders for discussion. The Chair will recognize staff to provide background and then open discussion to Councilors. Then, the Chair will open to members of the public to ask questions or provide comments.

During Public Comments, those who wish to speak are asked to state their name and affiliation, and then briefly address the Town Council Chair.

4. FINANCE AND OPERATIONS COMMITTEE

a. Initial Discussion Regarding an Ordinance Amendment (Chapter 2) to Create the Position of Town Council Vice-Chair *(Video record time 1:17:30 - 1:21:23)*

Mr. Perry noted the importance of creating a Town Council Vice-Chair position. The Vice-Chair will be able to temporarily fill the Chair position when needed and have a role in the process outside of Council Meetings to fill in and participate in some of the Chair duties. (Adding the position of Town Council Vice-Chair would require an amendment to Chapter 2 of the Town of Orono Code of Ordinances.)

The Committee agreed with creating the Town Council Vice-Chair position. Ms. Wilson will make the proposed changes to Chapter 2 of the Town Ordinances to bring to the Committee for review and Council vote at the July 11th meeting.

b. Review of Draft FY23 Municipal Budget and Final Guidance from Town Council for Upcoming Budget Public Hearing (6/13 at 5PM) *(Video record time 1:21:51 - 2:48:30)*

Mr. Perry stated this is the sixth and final budget review. Staff received final feedback from Councilors regarding the budget that will be presented to the public at the June 13th Public Hearing.

5. Town Manager's Report - None.

6. Adjourn

Motion to adjourn by Meghan Gardner and seconded by Rob Laraway. All unanimously agreed. The Council Meeting adjourned at 7:19 p.m.

Minutes are not verbatim. A video-recorded version is available on the Town's website at www.orono.org.

Respectfully submitted,

Nancy W. Ward
Executive Assistant