

**Highland Lake Leadership Team
Education and Outreach Committee
November 17, 2020 Notes**

In attendance:

Gretchen Anderson
Ali Clift
Nancy Lightbody
Thomas VerLee
Amanda Pratt
Dennis Brown
Ashley Krulik
Heather Hunt

Previous minutes (10/28/20) accepted by Nancy, moved by Dennis

Welcome to Ashley to joining our Committee!

Private Roads

- Private Road strategy is split between the Education & Outreach and Technical Assistance sections

Private Road Table – sent to Dennis prior for input

- Develop Cost benefit handout
 - Look to materials that other lake associations have created for content and design inspiration
 - Share final materials with other lake associations
- Distribution of cost benefit handout
 - Develop relationships with Road Association Presidents and Road Agents/Commissioners
 - Dennis and Kevin are creating a list of contacts for each road
- Distribute Road Association and Road Maintenance Manuals
 - Already on HLA website, want to bump up their visibility
- Develop cost-benefit infographics
 - Goes with cost-benefit handout: Is a visual that goes with the cost benefit handout
 - Want a consistent “look” that is similar for all our materials, also allow for other lakes in Windham to easily put in their name and use
- Road Association Roundtable
 - First year will be part of the 319 project; Problem solving more than education, future years would be more educational
 - Dennis = POC, HLLT Wshed Mgmt Committee/319 SC = Implementers
 - Bringing people with different perspectives together for problem solving (Public Works, lawyers, planners, town managers, road commissioners, etc.)
 - MARA (Maine Alliance for Road Associations) may be a good resource – Dennis will reach out them to see of their interest
- Maintenance and Budget Workshop

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- Dennis: Would be great to show them how to put together a budget using a generic template and walk the road with them to give recommendations
 - Dennis and Tom: Create a Plan with photos of what to do
 - Heather has done this for most lakes in Little Sebago Lake – will share a copy
 - Discussion had on how to make sure the Plan would be used
 - As always, keep in mind who would be best to deliver different messages to different audiences (ex. Road Plan created by CCSWCD yet who to deliver it? CCSWCD's engineer? HLA? Other?)
 - Charge for workshop? Get sense of interest during roundtable event.
 - See if MARA has any resources we can use
- Field Workshops
 - Overlaps with maintenance and budgeting workshop and may go away

Fill in POCs, Costs for all topics:

- Dennis to back out of Yard Erosion and focus on Private Roads
- Gretchen and Ashley can focus on Yard Erosion development, distribution might be HLA
- Dennis will get HLA volunteers to sign up for some of the HLA-listed tasks (HLA will be meeting in December)
- Amanda, current value of volunteers \$24.20. Heather: Some of this may relate to 319 tasks and could be considered as project match – Heather and Amanda can review and see if any fit this bill.

Homework:

- Figure out costs for things under your name. Your hours, cost of materials/supplies, etc.
- Get this done by a week prior to next meeting, send to Ali to be merged into Master Document
- Did Develop Cost-Benefit Infographics as an example
- Ashley and Gretchen to break down HLLT's
- Heather and Ali can break down HLA's
- Heather has 319 budget for RA Round Table that she can share with Dennis

Next Meeting: 3 pm on December 15th