



Comprehensive Plan Committee  
Meeting Minutes  
Monday, December 12, 2022 – 5:30PM  
Location: Town Office, 21 School Street

Members Present: Mary Anne Moisan, Derek Webber, Charles Swanberg, Dan Hunter

Staff Present: Isabelle Oechsle

1. Call to Order: The meeting began at 5:33PM.
2. Review of Minutes of Previous Meetings: November 14, 2022: **Derek Webber moved to approve the minutes of the November 14, 2022 meeting as presented. Dan Hunter seconded, and the motion carried 3-0-1, with Charles Swanberg abstaining due to absence.**
3. Old Business:
  - a. Continued review and discussion of 2014 Comprehensive Plan audit: The Committee discussed the remaining policies on pages 6-8 of the previously released pre-meeting survey. In general, the Committee agreed that goals including “explore” or “work with” are not necessarily goals. For the upcoming plan, it would be better if the goals included were SMART goals (SMART is an acronym for specific, measurable, attainable, realistic and timely). The consensus was that action verbs need to be included with each goal, and that we need to make sure what we are including are actually goals and not simply expectations of the Town.

Related to Goal J2, it should be an expectation that the Town seeks to **obtain** grants and support private funding related to planned community improvements. The Committee agreed that the updated Comp Plan should include a prioritization table or criteria to prioritize capital improvements.

Related to the Goal to maintain historic buildings in the village in the face of sea-level rise, discussion focused on the importance of incorporating climate resiliency strategies into the future plan and that climate resiliency and sustainability should be a larger focus across the community.

Related to the Goal to increase downtown parking, the Committee agreed that this goal needs further discussion regarding whether this aligns with our values and is “what we really want.” Derek Webber suggested laying out different policy options for providing transportation into downtown, including creative solutions such as providing a trolley or similar, and then asking people what they prefer.

4. New Business:

- a. Review of Draft Survey (Social Pinpoint site): The Committee reviewed the draft survey as drafted by the Town Planner and provided in the posted meeting packet for this evening and provided feedback related to the questions. Isabelle noted that it was originally her plan to release the survey by January 9<sup>th</sup>, but that we can plan to release it later if it needs further discussion. The Committee tasked Isabelle with making their suggested edits and bringing a revised survey to their next meeting.
5. Planner's Updates: Isabelle noted that she is currently planning an initial public forum related to the Comprehensive Plan. She would like to have QR codes of the survey available at that forum.

Isabelle asked members to reach out to their networks to attempt to drum up interest in serving on the Comprehensive Plan Committee. If they know anyone who might be interested, she asked them to reach out to her.

Dan Hunter requested a discussion of the makeup of subcommittees and suggested potentially restructuring the committees to make them more productive. Isabelle agreed that she would add that discussion to the next agenda.

6. Adjournment: Without objection, the meeting adjourned at 7:15PM.