

MINUTES OF THE COMPREHENSIVE PLAN COMMITTEE

June 14, 2017

7:00 p.m. Town Hall

Present: Timothy Thompson, Chair
Elizabeth Goodspeed
Kevin Guimond
Penelope A. Jordan
Sara W. Lennon
Susana Measelle Hubbs
Harvey Rosenfeld
Victoria Volent

Absent: Peter Curry

Also present: Maureen O'Meara, Town Planner

Call Meeting to Order

Mr. Thompson called the meeting to order and asked for public comment.

Public Comment

Paul Seidman said he saw tons of bias in the draft survey.

Approval of minutes: May 10, 2017

The minutes of May 10, 2017 were unanimously approved as presented.

Public Participation

- Report from Strawberry Fest Subcommittee
- Website public questions, other materials

The following is a summary of the decisions made about the Strawberry Fest:

Strawberry Fest - Comp Plan Table preparation

Strawberry Fest Comp Plan Table June 24th, Maxwell Field Two Lights Rd		
Time	Committee members	
9:30-11:00	Harvey and Peter	Table set up
11:00-12:30	Elizabeth and Victoria	
12:30- 2:00	Sara and Susana	
2:00-3:30	Kevin and Tim	Includes Table Break down

1. Food. Committee agreed not to serve popcorn and not to obtain a generator. Instead, popsicles will be given out.

Sara - will provide cooler with freezer blocks. Need to get cooler to Strawberry Fest, need to buy popsicles to put in freezer.

Susana - will provide cooler. Need to get ice or blocks to keep cooler cold and buy popsicles, need to get cooler to Strawberry Fest.

All - Will purchase popsicles as needed and keep receipts. Receipts returned to Maureen for reimbursement. Each incoming shift will contact current shift to confirm amount of popsicles remaining in coolers and bring enough to resupply coolers. See attached contact sheet.

2. Set -up.

Elizabeth - will provide tent from CELT and bring to fest.

Peter - will bring card tables and chairs (2-4) to fest. (Town can provide folding table and chairs if needed and arrangements made before Saturday)

3. Display materials.

Sara - will revise logo, font, colors and provide to Maureen by Monday, June 19th. Logo will be placed on all materials.

Maureen - get banner made for table. Print 1 large Favorite places map, mount on foam board. Print 2 large " I wish our town had ... sheets," mount on foam board.

Supplies for table: square post-it notes, markers, tape, dozen bull clips, copies of current comp plan, sign-up email list for future notifications.

Harvey - will pick up display materials at Town Hall Friday, June 23rd

4. Day of event.

Peter and Harvey- set up. Need to confirm cooler transport to field.

All - Call ahead to confirm popsicle inventory. Take pictures of table with people participating. Encourage people to sign contact list or otherwise track number of people stopping at table.

Kevin and Tim - Includes table break-down. Arrange for returning coolers, tent. Pack up display materials and return to town hall when convenient.

Ms. O'Meara presented a draft of a few questions prepared by Ms. Colby George for the website, along with a signup sheet for the Committee members to volunteer to respond to the public when they weigh in with a comment. Mr. Thompson volunteered to be the first moderator.

Discuss Draft Public Opinion Survey

Kelly Myers of RKM Research said he had prepared the draft survey and said it was not what he was recommending. He just made it to have a way to bring forth ideas from the Committee. He just wants to hear what they want to know and he will form the survey from that information. He asked what they want to accomplish with this Comp Plan. The Committee decided to use the draft as a way to get their ideas out.

Ms. Lennon and a few others objected to the questions about the household characteristics. The number of questions and the need for them was discussed. Mr. Myers said they are needed to make the responses meaningful. He can say that people who have lived here all their life have these priorities, versus people who have been here less than 10 years, for example. The demographics are a way to explain the "why" of the responses.

Ms. O'Meara said the demographics are tedious, but very important. The last Comp Plan committee also questioned the need for those questions. In the end, those responses brought out very important information. The last survey showed that most people live in this town for 20 plus years. This means that people do not just come here to get their kids through

the schools, but stay long after they are educated. This can drive policy decisions.

The Committee and Mr. Myers had a discussion about open ended questions as opposed to a list of categories. Mr. Myers said he could offer a list of a few groups and more specific parts within those groups. You could drill down into the reasons for the responses.

The discussion then moved to what the categories should be. Each Committee member had a suggestion. Ms. O'Meara suggested that they could each write their ideas and forward them to her and she would pass them along to Mr. Myers.

On pages 4 and 5, the Committee wanted to know why people answered as they did. They also whittled down the list on page 5.

On page 6, they changed the wording of question 28. There was a long discussion about all the choices listed in that question. Everyone had an opinion about each of those choices. There was no consensus on what they wanted, and it was decided to ask Mr. Myers to redo the whole question. It was decided to strike question 29, and have questions 30 and 31 re-worded.

The issue of commercial development brought forth a long discussion. Mr. Rosenfeld gave a brief overview of how commercial development impacts the tax base and the creation of jobs. Most of the questions about commercial development were given to Mr. Myers to rework. Mr. Myers will rework the draft and send it back to the Committee for further input and revision.

Demographics and Population Chapter review

Ms. O'Meara asked the Committee if they liked the format. The Committee all agreed that they liked it. The meeting package includes a list of State required information with the chapter. Committee members may want to review the chapter to be sure all the requirements have been met. She said that next month they can review this chapter and they will get a new chapter to review.

The committee agreed that receiving mailed paper copies of the meeting package should now begin to facilitate review of the plan.

Committee member items

A brief discussion of the details of the Strawberry Fest was held.

Public Comment

Paul Seidman asked if the document packets will also be online?

Ms. O'Meara said they are always online.

Next meeting

The next meeting is scheduled for Wednesday, July 12, 2017. Items on the agenda may include:

- Public Opinion Survey
- Population and Demographics Chapter
- Economy Chapter
- Public Participation

The Committee adjourned at 9:35 pm.

Respectfully submitted,

Hiroshi Dolliver
Minutes Secretary