



## Comprehensive Plan Task Force Meeting Minutes

January 19, 2023

Harpswell Town Office via Zoom

Approved February 16, 2023

**Members Present:** Al LeGrow, Chair; Amy Haible, Vice Chair; Peter Lieberwirth; Julie Moulton; Mary Ann Nahf; Phil Taylor; Dave Brown; Monique Coombs; Kevin Johnson; Bob Eaton; Brian Hirst; Judy Colby-George and Madeline Tripp from VIEWSHED. Others present: Howard Levitan

**Staff Members Present:** Mark Eyerman and Kayla Matthews

1. **Call to Order and Review Agenda:** Vice Chair Amy Haible called the meeting to order at 2:30pm.
2. **Recap of December 15<sup>th</sup> meeting and Approval of the minutes:** Amy briefly reviewed the December meeting. David Brown moved, seconded by Mary Ann Nahf, to approve the December 15, 2022 meeting minutes. The motion was approved with 1 abstention. Mary Ann Nahf moved, seconded by Phil Taylor, to approve the November 17, 2023 meeting minutes. The motion was approved unanimously.
3. **New Business:**
  - a. **Communication Plan:** Monique Coombs summarized the outreach plan that the Communication sub-committee discussed in an effort broaden the communication with the Harpswell community. This will help create a feedback loop, increase participation and comp plan adoptability. Madeline reviewed VIEWSHED's communication's plan. The communication sub-committee will merge plans together. The TF discussed schedule and timeline of distribution of draft chapters for review before committee meetings.
  - b. **Vision Statement:** Dave Brown briefly summarized the Vision Priorities list created by the subcommittee after review of the Visioning Session data. The TF will continue to gather visioning inputs from the community before finalizing the Vision Statement. Judy shared the consultant's plan to assist in finalizing the vision statement. Howard suggested outreach to non-resident taxpayers in the CP process.
  - c. **Video Update:** Peter Lieberwirth stated that the TF couldn't reach consensus about the feasibility of continuing the video project at this time. When the TF is ready to proceed, Donna Frisoli will assist in creating the video. Judy suggested gathering video data when the Harpswell community is already gathering for an event.
  - d. **Legal Opinion about Sub-Committee Participation:** Amy stated that sub-committee meetings should occur at the Town office and if any are conducted by zoom, contact staff in advance to set up.
  - e. **Committee and Community Group Liaisons:** Madeline shared the liaison sign-up sheet and encouraged TF members to sign up for committee.
  - f. **Meeting in a Box:** Judy listed available document resources to use once meetings in a box (MiB) begin for reviewing draft chapters. She also reminded the TF that MiB moderators should remain unbiased during discussions.
  - g. **Task Force Meeting Schedule:** Judy reviewed the schedule for TF meetings through June. The TF will invite relevant groups to participate in inventory chapter discussion at their respective meetings. Mark encouraged the distribution of the draft chapters to outside parties as early as possible.

- 4. Final Comments and Adjournment:** Amy added the topic of tear downs and rebuilds to the parking lot. Howard added that this topic is part of a larger issue of gentrification of Harpswell. Peter thanked Judy and Madeline for their work towards organizing the TF. Judy asked TF members to send her any more agenda items.

**Next Meeting:** February 16, 2023 at 2:30pm via Zoom

Respectfully Submitted,

Kayla Matthews  
Recording Secretary