



# Comprehensive Plan Task Force Meeting Minutes

June 15, 2023

## Harpswell Town Office via Zoom

Approved July 20, 2023

**Members Present:** Amy Haible, Acting Chair; Peter Lieberwirth; Mary Ann Nahf; Phil Taylor; Dave Brown; Monique Coombs; Kevin Johnson; Bob Eaton; Judy Colby-George and Madeline Tripp from VIEWSHED  
**Staff Members Present:** Mark Eyerman and Kayla Matthews

1. **Call to Order and Review Agenda:** Amy Haible called the meeting to order at 2:33pm.
2. **New Business:**
  - a. **Chapter Open House (Judy):**
    - i. Meeting Report: Judy summarized the Open House and reviewed the comments with TF members. Any additional comments from TF members should be submitted to Judy.
    - ii. Next Steps: Madeline shared a visual of where the TF is in the Comp Plan process.
  - b. **Meeting in a Box – Topic Specific Meetings (Madeline):** Madeline stated that the inventory drafts are ready and TF can begin sharing them with the community. VIEWSHED will create an organized meeting schedule and distribute slides to TF members.
    - i. Materials for Meetings: Madeline reviewed the meeting materials. TF meeting presenters were instructed on how to conduct the meetings. Amy suggested using HCTV as a supplemental resource.
    - ii. Review of Online Resources
  - c. **Vision Statement (Judy):**
    - i. Proposed statement: The TF discussed the proposed statement. TF members should submit any revisions to Judy by June 23<sup>rd</sup>.
    - ii. Questions:
  - d. **Focus Group Meetings (Judy):** Judy stated that the listed meeting topics will have focused group meetings for more in depth discussion. These meetings will involve the public and will focus on goals, policies and strategies for implementation.
    - a. Topics:
      - i. Climate Resiliency and Adaptation
      - ii. Working Waterfront
      - iii. Land Use Patterns/Future Land Use
    - b. Meeting Outline: Judy will send out the meeting outlines and proposed dates to TF.
  - e. **Schedule through March 2024 (Madeline):** Madeline reviewed the upcoming schedule through the end of the year. The goal is to have the comp plan finalized and ready for Town meeting in March, as well as meeting state requirements for the document. The TF was asked to humanize the plan by chatting with community members, inviting people to the public meetings and encouraging the review of the story maps on the website.
  - f. **Proposal to Collect Data on Residential Wells (Amy/Brian/Mary Ann):** Amy introduced a proposal to collect voluntary groundwater data from homeowners.
3. **Final Comments and Adjournment (Amy):** Amy Haible moved, seconded by Dave Brown, to approve the minutes for April and May 2023. The motion was unanimously approved.

**Next Meeting:** July 21, 2023 @ 2:30pm

Respectfully Submitted,

Kayla Matthews  
Recording Secretary