



**Comprehensive Plan Task Force Meeting**  
**Minutes June 16, 2022**  
**Harpswell Town Office**  
**Approved July 21, 2022**

**Members Present:** Brian Hirst, Dave Brown, Peter Lieberwirth, Julie Moulton, Mary Ann Nahf, Bob Eaton, Amy Haible, Kevin Johnson, Allan LeGrow

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

**1. Open Meeting:**

**a. Call to Order and Review Agenda:** Chairman LeGrow called the meeting to order at 2:33 PM. TF members were introduced.

**2. New Business:**

**a. RFP Update – A. LeGrow:** Chairman LeGrow summarized the contents of the Request for Proposals (RFP) that went out to bid. The RFP can be found on the Town website. Following the advice of the Town Planner, LeGrow recommended that sub-group of TF members (3-4 members) be formed to evaluate consultant proposals and present the best option to the full TF at the next regular meeting.

**b. Formation of RFP Review Group – Town Planner/A. LeGrow:** After some discussion, the following TF members agreed to be a part of the sub-group selection process: Amy Haible (lead), Monique Coombs, Peter Lieberwirth, and Dave Brown. Kristi Eiane, Town Administrator, will also participate. Amy agreed to contact sub-group members and establish meeting dates.

**c. Next Steps – A. LeGrow:** Al LeGrow reviewed an article he prepared for publication in the July Harpswell Anchor in order to update/inform the public on the process. He also indicated he would brief the Select Board at the earliest opportunity. He concluded by saying that in his opinion, Phase I of the Comprehensive Plan (to inform/educate TF members on key issues and relevant information, was essentially complete, and that Phase II will begin with the entrance of the consultant. This Phase will be focused more on reaching out to the community to gather public input and identify their priorities. Several other topics were briefly discussed, notably the town's business community. Brian Hirst felt the TF should investigate ways to establish a "friendlier" environment for business. Dave Brown opined that future businesses might be different, while Bob Eaton felt it would be useful to explore/understand business development from a regional rather than town-specific perspective. Members also briefly discussed affordable housing. (Note, the Town is working to establish an affordable housing working group which will help the TF explore this issue.)

**3. Other Business:**

**a. Consideration of May 19, 2022 Minutes:** Mary Ann moved, seconded by Dave Brown, to approve the minutes from May 19, 2022. The minutes were unanimously approved.

**4. Final Comments and Adjournment:** The meeting was adjourned at 3:30pm.

**Next Meeting:** July 21, 2022 at 2:30pm.

Respectfully Submitted,

Kayla Matthews  
Recording Secretary