



**Comprehensive Plan Task Force Meeting**  
**Minutes December 15, 2022**  
**Harpswell Town Office via Zoom**  
Approved January 19, 2023

**Members Present:** Amy Haible, Vice Chair; Peter Lieberwirth; Julie Moulton; Mary Ann Nahf; Phil Taylor; Dave Brown; Ron Hutchins; Monique Coombs; Judy Colby-George and Madeline Tripp from VIEWSHED

**Staff Members Present:** Mark Eyerman

**1. Call to Order and Review Agenda:** Vice Chair Amy Haible called the meeting to order at 2:30pm.

**2. New Business:**

- a. Review of Overall Schedule, Process and Responsibilities.** Judy Colby-George reviewed the schedule and responsibilities of the TF and consultant. In summary, Judy explained that the consultant will be gathering the data and the TF will be writing the chapters. The draft chapters will be presented to the public in spring 2023. There will be an online public forum for ongoing feedback throughout the process. Later, the consultant will present implementation methods to the Town.
- b. List of Committees and Liaisons for Each:** Amy Haible asked TF members to sign up to liaise to Town committees and/or community groups.
- c. Meeting in a Box:** Judy Colby-George reviewed with TF members how to conduct a 'Meeting in a Box'. The TF discussed whether to reach out to additional demographics for more visioning insight or to move forward with a draft vision statement based on the visioning information collected so far.
- d. Video Update:** The TF discussed various options for a video presentation from community members sharing their future vision of Harpswell. Monique stated that improving communications with the public might improve participation in the CP process. Peter suggested the creation of a subcommittee or list to oversee communications with the Harpswell Anchor, email lists and Harpswell TV. Monique, Peter and Ron will work on the communications subcommittee. TF members would like to continue to meet on Zoom.
- e. Next Meeting:** The TF continued discussion about whether to create a draft mission statement or to collect more data from missing demographics before the creation of the mission statement. Dave Brown suggested the creation of a subcommittee to begin work on the draft vision statement. Julie, Dave, Ron and Howard volunteered to be on the draft vision statement subcommittee.

**3. Final Comments and Adjournment:**

**Next Meeting:** January 19<sup>th</sup> at 2:30pm

Respectfully Submitted,

Kayla Matthews  
Recording Secretary