



**Comprehensive Plan Committee Meeting Minutes
Meeting #2
Tuesday, May 11, 2021 at 7:00 p.m.
Meeting Held at the Bristol Consolidated School Gymnasium**

Committee Members Present: Alfred Ajami, James Barnes, Alex Beaudet, Thomas Bishop, Rebecca Cooper, Robert Davidson, Paul DiMauro, James Doherty, Peter Fischer, Richard Francis, Brittany Gill, RoseAnn Holladay, Patricia Jennings, Kenneth Kortemeier, Jason Sewall, Jessica Yates
Committee Members Absent: Leon MacCorkle, John Stolecki, and Dan Sullivan

Also present: Chad Hanna (Selectboard Chair), Kristine Poland (Selectboard), Christopher Hall (Town Administrator), Jessica Westhaver (Treasurer), Lara Decker (Parks Director), Robert Faunce (Planning Consultant), William Balicki

The meeting was called to order at 7:00 p.m.

New Business –

Establish Chair and Vice Chair:

Hall suggested Alfred Ajami. He has familiarity being on the budget committee. All in favor.

Ajami asked for nominations for Vice Chair. Beaudet nominated Richard Francis. Richard shared he has been in the states for 30 years, Bristol for 20 years. Was an art historian and had experience running organizations and managing committees. Hall shared thoughts and concern on whether the committee should consider if the vice chair should be someone who was born and raised in Bristol, and/or a female to have gender equality. Rebecca Cooper nominated Jessica Yates, who is a lifelong resident, a director of special education in Brunswick, and has a strong interest in all things Bristol. The committee then discussed having two (2) vice chairs and agreed the work ahead is substantial and with many sub committees do oversight positions would be beneficial. James Doherty made a motion to appoint both Francis and Yates as vice chairs, Brittany Gill seconded, all in favor.

Vision Statement:

The committee discussed the need to come up with a vision statement. Bob Faunce shared his professional opinion that vision statements need to be formed by surveys. The committee's job is to develop policies and strategies. You want your vision statement to convey where you want the Town to be in 10 to 20 years. The first thing is to collect the survey data. The vision statement should summarize your plan. Each member shared their opinion on the appropriate timing to determine this statement, and while many viewpoints were shared, the board decided a final vision statement should not be developed until after an initial survey of the public has been conducted. There are benefits to having a draft statement to help steer the work and give direction. The chair and vice chairs were tasked with compiling sample vision statements from other communities to give direction when beginning the development of the statement. Towns to

consider were Boothbay, Westport Island, City of Eastport, Damariscotta. Ajami reminded the committee the vision statement is the Town's statement, not that of the committee.

Survey Development:

The committee discussed the process of developing survey that would allow the residents to answer questions, but also be able to properly share their individual suggestions. Many questions from the committee were discussed:

Questions:

- Beaudet - Do we come up with the questions our are they predetermined? He used the Bicycle Pedestrian Committee survey as an example. The questions seemed guided, without context. An example question was, "Do you want bike paths to the shore?". The results showed 97% answered yes without context as to the cost, the implications on properties and other impacts. How do we come up with the right questions?
- Davidson – When survey questions are asked about growth, we will refer to the previous plan? We need facts to base the questionnaire on. We know where we were 20 years ago, we know where we want to go, but have we looked at how much growth we have had? Ajami said there are many ways to look at growth (population, economic, ethnic). It is important to survey what people believe is happening now and where they want Bristol to be in the future.
- Bishop – Who are we surveying? Residents, summer residents, tourists? Holladay states we should survey residents and taxpayers. Beaudet stated we need to be careful about limiting our response base to avoid implicit bias. Maybe there are people who want to live here but are not able to due to factors we are unaware of.

Francis shared is concern with the timeline of the survey. Discussion was had surrounding having the survey ready to advertise when the tax bills are sent out in June. He asked if it would be appropriate to have two (2) surveys, a short simple one for the tax bills and a longer more specific one in the future? Yates shared concerned with two (2) surveys. Schedules are busy and many people may see the second survey and assume they have already done their due diligence and discard it. Thomas Bishop shared the idea of a pre-tested survey on a small group. The committee may not think of all the broader questions and a pre-survey may shed some light on missed areas. James Doherty stated he would be concerned with rushed development of a survey just get something out there, it needs to have thought put behind it. Ajami shared we need to start with a prototype. The Boothbay and Damariscotta were the survey's seemed the simplest. We do not want to make it so long that no one wants to complete it, but long enough to gather the information needed. It was important also discuss the importance of not asking about information when the data is available elsewhere and not required through a survey.

Westhaver shared there is not enough time to have a survey link available for the tax bill insert as the proof for the insert is due no later than May 28th, leaving only 2 weeks to develop a survey.

Sub Committees:

The committee discussed the subcommittees compiled by Hall (many pulled from the previous plan). Members discussed what areas were important to them but stated there many be more areas of focus once the survey is circulated. It was asked ff new subcommittee come up how would we know? Yates stated she would create a google sheets so everyone can see and manipulate it.

Next Meeting –

For the next meeting, the chair and vice chairs will compile vision statements for the committee's review. Yates feels like in order to develop a survey that is representative of all things this committee could generate some guiding principles based on their own personal concerns and then draft the survey of these. Once this is out, the residents can give more ideas. We do not want to go with what other communities have, we need to make it specific to our communities needs and wishes. The committee was tasked with each member compiling a list of areas and items they want to focus on and things they do not already know. Each member should send to the chair things they WANT to know.

Bob Faunce stated once sub committees are developed, he will help guide the process. He also asked if the plan was to conduct the plan by majority vote or consensus? Ajami shared he believes we should do this by consensus and not by subcommittees.

The board will meet on the second Tuesday of each month. Next meeting will be June 8th. Hall will connect with the school to determine if the gymnasium will be available for all future meetings.

Public Comment –

William Balicki, resident of Round Pond was encouraged to see this group together and believed the development of the plan was pertinent to the current happenings of the Town. He sees a lot of growth and major projects. He only hopes that when this is completed, the plan is followed. He does not want to see the Town change.

Meeting adjourned at 8:20pm.

Respectfully submitted,
Jessica Westhaver