



Comprehensive Plan Committee Meeting Minutes
Meeting #4
Tuesday, July 13th, 2021, at 7:00 p.m.
Meeting Held at the Bristol Town Office

***Committee Members Present:** Alfred Ajami, James Barnes, Alex Beaudet, Thomas Bishop, Rebecca Cooper, Robert Davidson, Paul DiMauro, James Doherty, Richard Francis, Brittany Gill, RoseAnne Holladay, Patricia Jennings, Kenneth Kortemeier, Leon MacCorkle, Jason Sewall, and Jessica Yates*

***Committee Members Absent:** Peter Fischer (officially resigned), and Dan Sullivan*

***Also present:** Kristine Poland (Selectboard), Christopher Hall (Town Administrator), Jessica Westhaver (Treasurer), Lara Decker (Parks Director), Mary Piasecki, Emile Lugocsh*

The meeting was called to order at 7:00 pm and followed by the Pledge of Allegiance.

Doherty made a motion to approve the minutes from May 11, seconded by Barnes and passed, 9-0 (members present at the time).

Opening Matters –

Freedom of Access Act – Now that subcommittees are organized everything falls under FOAA and are open to public. All committees will send out notice of meeting 2 weeks in advance to Jessica Westhaver to publish on the Town website. The Town website will also direct viewers to the website maintained by the Comprehensive Plan which holds all detailed documents. MMA states that anything that involves a transaction that involves a citizen is public information.

Survey – A consolidated survey template will be created where each subcommittee can add their draft questions. The hope is for the survey will be live to the public by the end of this summer. Discussion on whether to use an online only approach or to distributed by paper was discussed. The chair and vice chairs will research which survey platform would be most appropriate.

Ajami clarified the process for subcommittees on requesting data: funnel through chair of subcommittee then to the chair or vice chairs of the main committee. The State and County have data dumps at pre-determined intervals which can also be pulled from.

Members discussed sharing information and updates with outside entities. Subcommittees should have an agenda and post it for public involvement. Subcommittees shall also take minutes which will be posted, and it is archivally sound. This will negate the misinterpretation by any party. It was reiterated to submit notice to Westhaver with a schedule, agenda, and minutes, which will give notice to the public to attend and listen.

Subcommittee Updates –

- History & Archaeological – First meeting was held on June 21. Currently 3 members remain as one member has resigned from the committee. The Town Administrator is also attending these meetings. Draft goal is describing how the Town is changing and how we are building historical and archaeological information. Plans for next meeting:
 - Historic places in Bristol
 - Create a list of questions
 - Who to consult?
- Natural Resources, Agriculture, Forestry, and Water Resources – First meeting was held on June 30. Currently 4 members remain as one member resigned from the committee. Talked about what issues most important to the group.
- Population & Economy, including Fishing – First meeting was held on July 19. Currently 4 members. Working on updating old plan with current data. Made assignments to collect data between each member.
- Housing – First meeting was held on July 1. Currently 4 members. Working on discovering ways of providing affordable housing.
- Transportation – First meeting was held two weeks prior. Currently 4 members. Worked on brainstorming areas that residents have noticed are issues. Worked questions that could be used in the survey.
- Town Government, Emergency Services, and Transfer Station – First meeting was on July 7 by telephone. Currently 5 members. Went over several issues. This is a grab bag of concerns. Since everyone had other assignments, this study was going to be postponed until August.
- Education – First meeting was on June 21. Currently 5 members. Vision statement to provide best education for pre-k through 8th grade was the focus. Compiled a list of questions for a potential survey.
- Parks, Recreation, & Water Access – First meeting was held on June 28th. Members felt it was important to take stock and brainstorm on all offerings Bristol had. The Parks Director has also attended the meetings. Created a list of different activities. Also discussed access for these activities, what activities would be in conflict with each other. How to provide information to people coming to town and balancing when residents wish to not publicize this too much.
- Finances, Capital Spending Plan – First meeting was held on July 7. Currently 4 members. The plan is to review the last 5 years financials and capital reserve accounts of the Town and to determine how this interacts with other communities and funding through the State. Meetings will be on Wednesdays starting late August.
- Land Use – First meeting held on June 23. Currently 5 members. Discussed the different Land Use.
- Governance & Regional Cooperation: First meeting was held a week earlier. Brainstormed what resources are shared within this region.

NOTE: Minutes for each subcommittee can be found on the Town of Bristol website www.bristolmaine.org/comprehensive-plan-committee/subcommittees

The committee was reminded the plan is not to represent the opinions of the committee, but of the Town and to be careful not to become lost in what we think would be NICE to have, but what is necessary to have. Zoning may not be a word that can be avoided.

Jigsaw Task –

This activity is designed to go over the deficiencies from the 2002 plan and brainstorm recommendations. *(15 Minutes)*

Group 1 – Natural Resources: It was very specific. Soils, sewage treatment inventory wetlands, ground water & surface water. Stating if we don't have the data, we can't make recommendations

Group 2 – Future Land Use: No growth in rural areas. There are limitations with public water and sewer. Need to identify growth in rural areas, and maybe go into zoning. Need a plan for the next 10 years.

Group 3 – Capital Investment Plan & Capital Improvements: Lack of capital investment plan. We just didn't have a plan.

Group 4 – Affordable Housing: Affordable housing. Recommendations were to look at data and incomes, specifically low and moderate. At least 10 % of all new residential construction should be low or affordable. Also recommends zoning for affordable

Group 5 – Protection of Historical and Archeological Sites: At the time the previous Comprehensive Plan was developed, this information wasn't available.

Yates stated we need the comprehensive plan to address these controversial issues and to remember to use data and specifics going forward. Subcommittees should focus on the deficiency letter as a guide.

Meeting adjourned at 8:03pm.

Next meeting will be Tuesday, August 10th at the Bristol Town Office.

Respectfully submitted,
Jessica Westhaver