



**Comprehensive Plan Committee Meeting Minutes
Meeting #7
Tuesday, November 9, 2021, at 7:00 p.m.
Meeting Held at the Bristol Town Office**

Committee Members Present: *Alfred Ajami, Alex Beaudet, Thomas Bishop, Rebecca Cooper, Paul DiMauro, Richard Francis, RoseAnne Holladay, Pat Jennings, Kenneth Kortemeier, Jason Sewall and Jess Yates*

Apologies: *Robert Davidson, Jamie Doherty, Brittany Gill.*

Absent: *Leon MacCorkle, Dan Sullivan*

Also present: *Chris Hall (Town Administrator), Kristine Poland (Selectman).*

This meeting was called to order at 7:02 p.m. by co-chairs Richard Francis and Jessica Yates, followed by the Pledge of Allegiance.

Ajami made a motion to approve the minutes from October 12, 2021; seconded by Yates and passed, 10-0 (*number present at time of vote*).

Francis asked that the services of Jessica Westhaver to the Committee be recognized. It is regretted that she is leaving the Town's employment at the beginning of December. Chris Hall will be taking minutes for the time being.

There were no public comments.

Alfred Ajami made a personal statement, regretting that he has to step aside from his role as Chair due to increasing physical disability: his hearing loss makes it hard for him to chair public meetings. He will continue to play an active role and hoped that the Committee will support Francis and Yates as co-chairs going forward.

Survey Update

It had been hoped that representatives of Maine Design Workshop (MDW), the firm selected by the Executive Committee and approved by the Select Board to assist with public outreach, would be present at the meeting; but in mid-afternoon a message had been received from MDW that their team leader, Vanessa Farr, had a sudden medical emergency and they will have to re-schedule.

Ajami reported that MDW had presented to the Select Board on November 3rd, and they are engaged for the fixed contract sum of \$6,500 to organize an outreach campaign and deploy the opinion survey to the Town. He noted that, while it is important to have outside perspectives in such a task, it is also important to note that Vanessa Farr has lived on the peninsula, worked for a number of neighboring towns, and understands the dynamics of the community.

Yates noted that the deadline for them to complete their work is early March, in order for the Committee to make a presentation at the Town Meeting. We can only move forward once we have this input on what the community wants. Some subcommittee activities might appropriately be halted until this information is gathered.

Beaudet asked if this meant we are committed to MDW for the long term. Francis replied that he sees this as the start of a long courtship. Yates clarified that the role of consultant after a Town Meeting vote to move forward would require a competitive bidding process, as the costs would likely exceed the \$10,000 threshold for that in the Town's Purchasing Ordinance.

Bishop asked if they will help with the details of a positioning and communication strategy, or just guidance on the overall approach. Yates responded that they will assist with both the public outreach and education strategy and the content thereof. Ajami confirmed his understanding that they will help with the media campaign, including web content, direct mail, etc.

Next Steps

Francis asked the Committee to review the spreadsheet on subcommittee progress, and led a round-table review of each subcommittee's work.

Two subcommittees, Natural Resources and Parks & Water Access, reported through Beaudet and Cooper, respectively, that they were uncertain how to respond in the spreadsheet so had put down only 10% complete, but they have in fact both undertaken a good deal of work.

Francis proposed that four subcommittees that are approaching completion of a first draft of their work – History, Education, Governance and Regional Cooperation and Population, Economy and Fishing may wish to put their work on hold, pending the results of the opinion survey and outreach. Finance and Town Governance will suspend and wait for new data and Transportation will be written by Lincoln County Regional Planning Commission. The remaining subcommittees Natural Resources, Parks & Water Access, and Land Use need additional time, and Natural Resources requested additional volunteers. It was suggested that members from the suspended subcommittees might assist them. DiMauro volunteered to assist wherever needed, and Bishop and Holladay offered assistance at data analysis and interpretation to any committee needing such help.

Francis and Yates will contact members before the end of this week to identify who can assist where help is needed.

Yates noted that there needs to be discussion of adding personnel to the Committee, at a minimum to replace the three members who have had to withdraw. Hall and Poland indicated that it is in order for the Committee to nominate candidates to the Selectmen for appointment, though Hall noted that the Select Board had set a cap of 19 members.

Other Business

There was no other business.

Next Meetings

- The chairs will seek to schedule a Zoom call with Maine Design Workshop; a tentative time of Wednesday, November 17th at 5.30 pm was set.
- The next regular meeting will be Tuesday, December 14th, 7 pm at the Town Office.

There being no further business, the meeting adjourned at 7.58 p.m.

Respectfully submitted,
Chris Hall