

**COMPREHENSIVE PLAN ADVISORY COMMITTEE (CPAC)
REGULAR MEETING**

MINUTES OF AUGUST 5, 2009

As Approved

Present:

Members: Connie Clancy, Mike Fisher, Lucia Foley, Robert Gelinas, Dale Johnston, Wendy Kelleher, Jeff Labrecque, Jesse Lytle, Martha Terry, Nathan Therien and Linda Young
(Excused: Kate Bedard, Martha Johnson, Dan Luis, Melissa O'Brien, and, Kurt Schenker,)

Staff: Juli Beth Hinds - VHB, Inc. and Richard Harris, Town Planner

Liaisons: None

Public: None

1. 6:45 p.m.: Land Use and Community Design Subcommittee Meeting

Ms. Terry called the Land Use and Community Design subcommittee meeting to order at 6:45 p.m. The members reviewed and discussed several paragraphs and recommendations in the draft report and offered their suggestions for revisions.

The Land Use and Community Design subcommittee adjourned to join the CPAC members without any motions or actions taken.

2. 7:00 p.m.: Call to Order Comprehensive Plan Advisory Committee meeting

Ms. Young noted that a quorum was present and called the meeting to order at 7:05 p.m.

3. Discussion and comments regarding Introduction and Vision Chapter

Ms. Hinds provided an overview of the revised Introduction and Vision Chapter. She focused on the 5 core initiatives discussed at the last meeting. Members offered different opinions on the wording and role of the 5 core initiatives.

Several members questioned the phrase "Opportunities to Connect". Some felt the phrase does not clearly convey the vision for the Town. There was discussion of possible alternative wording, but no consensus was reached about whether or not to change the phrase.

Mr. Fisher noted that the chapter omitted any mention of the Historic & Cultural Resources. Ms. Hinds stated that will be addressed.

4. Discussion and comments regarding Implementation Chapter and related Matrix

Ms. Hinds reviewed the structure of the draft Implementation Chapter and Matrix.

Mr. Harris suggested that the text of the chapter needs to have a specific recommendation as to how implementation of the plan is to be managed.

Several members raised questions about overlapping recommendations within the various chapters. Mr. Harris suggested that 1) that is not a problem as long as they are not contradictory recommendations and 2) during the next several months, one of the tasks of CPAC, or at least the Chair and Vice-Chair and the subcommittee chairs, will be to resolve any such conflicts.

5. Status report from Phase 2 subcommittees

- a. Community Design & Land Use**
 - b. Historic & Cultural Resources**
 - c. Natural Resources, Recreation, & Open Space**
- a. Community Design & Land Use. Members reported that they are just about complete. However, the subcommittee will need to have one more brief meeting to resolve a couple of points.
 - b. Historic & Cultural Resources. Mr. Labrecque stated that they are quite happy with the element. It is nearly complete – just a few minor items need to be incorporated.
 - c. Natural Resources, Recreation & Open Space. Ms. Foley stated that the Natural Resources chapter has been forwarded to VHB for finalization. The Recreation & Open Space chapter is nearly done. However, some questions remain about some specific goals and plan graphics.

6. Discussion of Public Education Efforts – possibly creation of new subcommittees

Ms. Young noted that educating the public about the recommendations and CPAC's efforts will be critical in obtaining support for the plan's adoption and implementation. This effort really needs to address who to reach out to and how to reach them.

Ms. Hinds offered to provide the “bones” of a powerpoint presentation which the committee could use.

Ms. Young asked the members which aspects of the effort do they wish to assist:

Mr. Johnston: Visual

Mr. Fisher: Writing

Ms. Foley: Web

Ms. Kelleher: Community contacts

Mr. Labrecque: Community/business contacts
Ms. Clancy: Community organizations
Mr. Therien: Writing/website

Mr. Lytle, Ms. Terry, and Mr. Gelinias indicated they were willing to assist in any of the capacities.

7. Schedule for future meetings

Ms. Young suggested that CPAC meeting on Wednesday, August 12, 2009 at 7:00 to focus on completing the Implementation Matrix.

8. Upcoming Events

There were no upcoming events to be discussed.

9. Minutes of Meetings

Mr. Harris stated that the minutes had not been completed.

9a. Endorsement of McCray's Farm APR application

Mr. Harris stated that Stephen McCray has proposed an APR on a large portion of the McCray's farm on Alvord Street. He generally reviewed the APR program and provided a letter of endorsement for CPAC to consider.

Motion – Mr. Lytle moved and Ms. Clancy seconded the motion to endorse the APR Application for McCray's Farm. All members present voted in favor of the motion.

10. Adjourn

Motion – Mr. Gelinias moved and Ms. Terry seconded the motion to adjourn. All members present voted in favor of the motion.

The meeting adjourned at 9:13 p.m.

Respectfully submitted,

As Approved

Richard Harris, Recorder