



**Comprehensive Plan Committee  
Minutes**

September 6, 2023

6:30pm – Meeting

At Broadcast Studio & via ZOOM

**Committee Members Present:** John Clark, Greg Foster, Kaela Gonzalez, Peter Leavitt, Frank McDermott, Shawn McKillop, Danelle Milone, John Rand, Jackie Sawyer

**Committee Members Absent:** none

**NSP Staff Present:**

Kate Burch, Planner

Sam Peikes, Planner

**Town Staff Present:**

Sue Look, Interim Town Manager & Town Clerk

**Town Staff Absent:**

Chris Hanson, Assistant Code Enforcement Officer

1) **Called to order** by Co-Chair Leavitt, a quorum is present

2) **Minutes of Previous Meeting**

a) August 2, 2023

**Motion** to approve as presented by Co-Chair Gonzalez. Seconded by Mr McDermott.

**Voted 8-0-1, Motion carried**

3) **Old Business**

a) Survey Update

Survey will be open for another week; committee members should make a push to get the word out. We had hoped to have a 10% response rate but will be closer to 5% with 189 responses. There will be future surveys. They will keep it open for another few weeks. They will then review surveys and use the information to work up Vision Statement. Currently survey responses are demographic ages 35-44 27%, 65-80, 26%, 55-64 and 45-54 lesser percentages. 87% of surveys completed are year-round residents and 9.5% seasonal residents. Largest group has lived in Raymond less than ten (10) years and 61% of those have no school age children. The Committee should try to reach out to parent groups.

Discussion took place about how to reach the residents to complete the survey. Possibly enclose the business card with tax bills or even a flyer with them. Possibility of a separate mailing of a flyer with the QR Code rather than sending with tax bills. Costs of direct mailings are perhaps \$2,000 plus cost of whatever you print. The survey information was also in the Windham Eagle twice. Determination made to keep survey opened until September 20<sup>th</sup>, 2023. Also, the Committee will be sure to get the survey information out to the PTO now that school is open and possibly hand out cards at soccer practices. Additionally, each committee member should try to reach out to ten (10) people each to get word out.

b) Department Head Interviews

These have been completed except for Town Manager. Co-Chair Gonzalez stated she learned some things she had not known. Ms Burch stated they learned a lot from those interviews. Mr Rand stated he interviewed Alex and he was very informative. All of the interviews will be give to Northstar. It was stated that most interviewees said they were understaffed. Co Chair Levitt spoke about his interview with the Planning Board Chair and found he (PB Chair) didn't have a problem with the lot sizes, prohibition of two (2) family or multi-family homes or the lack of public water supply, excluding households of reduced means. He continued that the 2010 Comp Plan referenced the 2004 suggestion of formation of an Affordable Housing Committee and reference to work done by the Conservation Commission implementing plans for Open Space. When the Chair of the Planning Board was asked if he thought that plan had been inclusive enough for Open Space, he said he didn't feel it was effective enough.

The Committee discussed why they haven't seen growth in those areas. HUD has a specific definition for Affordable Housing. They also discussed the development on Honey Hill Lane of 26 townhouses and that the developer brought in public water. If there were an affordable housing requirement of ten (10) percent, that would have been 2-1/2 units.

c) Public Outreach Event - Early 2024

Looking to do this in January 2024.

d) Community Resilience Partnership (if any forward movement is made on this)

No discussion undertaken.

**4) New Business**

a) Loon Echo Land Trust Presentation – Matt Markot, Executive Director

Sheila Burke introduced Mr Markot. Mr Markot stated that Raymond has an Open Space Plan which LETL has utilized to drive where to focus on land conservation. LETL is seeking to strategically focus their limited resources to protect public access to lands. LETL worked with the Town to create the Raymond Community Forest in 2016 and are focused on Tenney River, Panther Pond and Crescent Lake watersheds. In 2020 they obtained additional acreage for a total of fifty (50) acres protected lands on the Tenney River. He continued they are broadly interested in Sebago Lake watershed and are working with PWD and are seeking to protect lands there by either easements or conservation acquisitions. Mr Foster asked if there is any consideration of easements that expire and can be renewed. Mr. Markot stated there had been some discussions about Term Conservation Easements. Co-Chair Gonzalez asked

if there were other bodies of water being focused on. Mr. Markot said all of them. He further stated this is a good time for conservation funding. Ms Millone asked how they go about creating partnerships for conservation funding and acquisitions. Mr. Markot explained it begins with an Open Space Committee. Mr Rand stated in the 2008 Comp Plan he believed there were significant parcels identified for conservation. LELT utilized the Comp Plan to determine where to focus their efforts.

There was discussion of having a budgetary item to fund Open Space on the annual Town Warrant. Mr Rand stated he believed that part of the fees collected from removal of property from Tree Growth was supposed to be allocated to Open Space and asked if that has been happening. It was also advised that there have been discussions of implementation and utilization of Impact Fees for access to Open Space. It is asked how Impact Fees would affect affordable housing and possibility of waiving them.

b) Review of Chapter/Materials from North Star

- Water Resources
- Recreation
- Public Facilities
- Maps - first draft

3 more chapters to review! Town Staff will be finished with them soon and then they will be sent out to the committee members. Committee members want to finish their review by the next meeting – October 4<sup>th</sup>.

c) NSP to Share Next Steps & Vision Statement Process

Committee will look at the survey data and start to craft a Vision Statement. Ms Burch stated they begin looking at survey answers, review Comp Plans and think about what they know about Raymond. Start with reviewing 2004 Vision Statement and give to the Committee for review and discussion. They are giving the Committee homework of reading the 2004 Vision Statement and think about what things you want to keep, what you don't want to keep. A lot of things will remain because they are long-term goals. Sheila Burke stated one thing that is missing from this Vision Statement is land use and how the Town sees development happening. Ms Burch referred to the Town of Gray Vision Statement and also referred to the City of Bath Vision Statement. Comp Plan members seem to agree that Bath's is a good approach. Committee to review and be prepared to discuss Vision Statement. Ms Burch stated she can supply other sample Statements.

Proceed as follows:

October – Begin Vision Statement

November/December – Start planning for January event; look at other events to hold moving into more goals and policies for Comprehensive Plan Committee

**5) Next Meeting Date**

- a) October 4, 2023

**6) Public Comment - None**

## 7) **Comp Plan Committee's Comment**

Co Chair Gonzalez stated she had shared with Co Chair Levitt and will now share with the Committee there is information on sustainability education, and she will forward the link to everyone. Mr Foster stated that the item of Recreation reminded him of a client who hasn't posted their land, but they made signs that perhaps can be made available from the Town as follows:

1. Walkers welcome; Please no ATVs or 4-wheel drives
2. No trespassing in open pit area; No ATVs; No 4-wheel drives, No Shooting; No Target Practice
3. Public Vehicle Access; Please pick up, Carry out all trash so everyone can continue to enjoy this vehicle access

We want to be kind to our private land owners.

Co Chair Levitt stated he went to a recent Selectboard meeting to update on this committee's first year and reminded them to have everyone complete the survey. He also stated he saw an email about the Annual Report and asked Sue if they owed her a report. She stated they do. Co-Chair Gonzalez stated she will work with Co-Chair Levitt to work on the report. Sue suggested they insert the QR Code into it.

## 8) **Adjournment**

**Motion** to adjourn at 8:05 pm by Co-Chair Gonzalez. Seconded by Mr Foster.

**Unanimously approved**

Respectfully submitted,

Sandra G. Fredricks, Admin. Asst.