



**Comprehensive Plan Committee
Minutes**

April 3, 2024

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, Town Manager

Chris Hanson, Assistant Code Enforcement Officer

Sandy Fredricks, Recording Secretary

Melanie Fernald, Town Clerk

1) **Called to order** at 6:30pm by Co-Chair Gonzalez with a quorum present

2) **Minutes of Previous Meeting**

a) March 6, 2024

Motion to approve as presented by Mr. Leavitt. Seconded by Mr. McDermott.

Unanimously approved

3) **Public Comment**

None

4) **New Business**

a) *Windham Economic Development Director, Tom Bartell

Mr. Bartell spoke about his role with the Town of Windham as the Economic Development Director for 15 years. Was a Town Councilor for 12 years also. Served as the Executive Director of the Windham Economic Development Corporation

Gave some background on his work in Windham and their Comp Plan

** taken out of order*

Corporation works to market the Town, to show others what the Town has to offer to businesses, etc. Communicate with newer small businesses on how to establish and grow the business. The Economic Development Department works more on Planning & Town staff to help ensure that ordinances, zoning and infrastructure are positively affecting the business development in the Town. He emphasized how important it is to know who we are and what we want/need.

Several questions were asked and answered:

Windham has several impact fees on development; developers often pass along the cost of the fees, so there are positives and negatives. Windham has a Comprehensive Plan which was updated in 2013. Windham used Michael Crane of Crane Associates in Vermont for a consultant in the development of their Comprehensive Plan. Windham Planning staff were the drivers of the plan, with a Long Range Planning Committee. When issues arise and are discussed and resolved, it's always best to include as many as possible - developers, planning board, staff, neighbors. Anyone and everyone is involved in seeking out and applying for grants and TIF funds.

b) Future Land Use (FLU) Workshop Participant Comments

Kate Burch and committee members spoke to the results of workshop and feedback they heard. Some are concerned about the change of use of White Pines Inn and the impact of that. Other participants showed a misunderstanding of what "growth area" means – it's not necessarily development and expansion, could mean an area of improvements and investment. Community turnout was impressive, and the feedback shared by participants raised concerns that the committee has maybe not considered yet.

Kate Burch shared slides on the survey feedback information gathered. Will be keeping the survey open until end of next week.

c) Vision Statement

Chair Gonzalez and Mr. Leavitt noted that comments gathered should have an impact on the statement. Discussed where those ideas should be captured – in the Vision Statement or in another section of the plan.

Discussion about whether to include names of every body of water or just refer to them generally, lakes and ponds and rivers – or too many? This community is unique with the number of bodies of water.

Motion to accept the draft Vision Statement with the addition in paragraph 1 of the Statement to read "Our identity as a place of peaceful respite from the more hectic energy of the larger centers within the region can only be maintained by dutifully stewarding the local and regional natural resources of Sebago Lake, Panther Pond, Crescent Lake, Raymond Pond, Thomas Pond, Nubble Pond, Notched Pond, and all their tributaries, Raymond Community Forest, Morgan Meadow, and Rattlesnake Mountain." Seconded by Clark

Unanimously passed

d) Introduction to Goals, Policies & Strategies

Kate Burch spoke about step in process where we decide on steps to put this into

* taken out of order

action.

Goals are supported by Policies, and Policies are supported by Strategies.

Goals are the community's ideas, and high-level aspirations. Policies (or objectives) are general statements in support of the goal - some state-required policies will need to be included, with regional coordination.

Strategies (or action items) are very specific tasks or actions to implement policies – state required strategies & local strategies; regional coordination. Assigned to an individual/group with some prioritization

Homework for the Committee: prep list of 3-4 high level goals & 10 policies for the May meeting – email them to Kate Burch a few days before the meeting

Ms. Milone asked about State requirements, Kate said to focus more on what the committee/community wants

5) Next Meeting Date

a) May 1, 2024

6) Comp Plan Committee's Comment

Mr. Leavitt encourages residents to share their ideas in the Future Land Use Survey online; hopes for a bigger showing/input; when compiling the Comprehensive Plan, keep implementation in mind – stay focused on a reasonable number of attainable goals

Ms. Gonzalez thanked those who have attended meetings and have given input

Mr. Rand suggested that Public Comment be reopened.

7) Reopened public comment.

Christine Waters found the Comprehensive Plan meeting very insightful; agreed with the misconception among the general public about what "growth" means - expansion vs improvement. Seems that more education is needed around that.

Chase Curtis, 22 Merrill Road, would like more data on the 256 permits issued for residential development and 2 permits issued for commercial. Of the 256 residential developments, how many were for development of vacant lots, and how many were for improvement/reconstruction of existing buildings?

8) Adjournment

Motion to adjourn at 7:55 pm by Mr. McKillop. Seconded by Mr. Foster.

Unanimously approved

Respectfully submitted,

Melanie Fernald, Town Clerk

** taken out of order*