



Comprehensive Plan Committee
Meeting Minutes
August 8, 2022 – 6:00PM
Location: Town Office, 21 School Street

Members Present: Jenny Begin, Dan Hunter, Ann Jackson, Derek Webber, Mary Anne Moisan, Tom Anderson, Rachel Batchelder, Charles Swanberg

Staff Present: Isabelle Oechsle, Town Planner

1. Call to Order & Introductions: The meeting began at 6:05PM.

Isabelle asked that members introduce themselves, noting what brought them to the Committee and any subcommittees that they may serve on. As the new designated staff person to the Committee, Isabelle also introduced herself, describing her past experience in developing Comprehensive Plans for other communities.

2. Report from Subcommittee Meetings: Each subcommittee chair provided a brief update regarding any work that their subcommittee may have undertaken since the full Committee last met. Discussion was had regarding burnout as well as lack of data currently available to subcommittees; Isabelle recommended that subcommittees consider taking a brief hiatus until staff has time to compile and complete additional data analysis for the subcommittees to use in their discussions. Isabelle also noted that, if a subcommittee has more than 3 members of the Comprehensive Plan Steering Committee serving on it, that must be a public meeting and an agenda must be made available and posted on the Town website within a reasonable timeframe to allow members of the public to attend if desired.

A list was circulated to allow members to confirm which subcommittees they serve on and to provide contact information.

3. Review & Adoption of Updated Workplan: Isabelle presented a draft, updated workplan for the Committee to review, noting that this plan extends the timeframe for submittal of a draft Comprehensive Plan to the State by about a year (from June 2023 to July 2024) in order to enable a more robust public engagement period and to account for the brief hiatus that the Committee took this summer.

Isabelle also presented a broad overview of her initial thoughts for the community visioning phase (Phase 3) of the workplan, presenting a Social Pinpoint website that she had used in a previous community that seemed to work well. The Committee expressed desire to utilize Social Pinpoint or a website like it. Isabelle noted that she had contacted someone at Social Pinpoint to discuss cost and would be approaching the Selectboard about appropriating funds, if needed.

Rachel Batchelder stated that she was excited about the visit to schools item within the community visioning phase because it is important to bring children into the process of planning for the future of the community.

4. Presentation of Existing Plan Audit: Isabelle presented an audit that Town staff completed of the policies and implementation strategies as outlined in the 2014 Comprehensive Plan. Town staff have provided various notes and recommendations on the status of each implementation strategy. Tom Anderson asked if there was any significance to blank boxes in the staff notes column? Isabelle answered that there was no significance except that staff had no notes to offer, and that the Committee should discuss further whether they want to continue those policies.

Isabelle noted that the Committee members should review the table and be prepared to discuss each implementation strategy from the 2014 Comprehensive Plan and whether it is still relevant to the community today during the upcoming meetings.

5. Adjournment: Adjourned without objection at 7:10PM.