

Long Island Comprehensive Planning Committee
March 1, 2022
Meeting Minutes
Conducted remotely by Zoom

Present: Janice Avignon, Nancy Berges, Peter Dolan, Christian LaMontagne, Beth Marchak, Dennis McCann, Linda McCann, Melanie Nash, Matt Purington, Wes Wolfertz

Guests: John Burke

Agenda:

1. Operational Updates
2. Select Board Update
3. Production Status and Review
4. Socialization Plan and Public Forums
5. Town Meeting Preparation

Minutes:

1. Operational Updates
 - a. We do not have a full draft at this point due to the change in the schedule with town and state approval. The plan is now going to move forward with town approval before the state approval process.
 - b. This gets us more time on creating the full draft, which means that the schedule has gained a little more breathing room.
2. Select Board Updates
 - a. There was unanimous approval on bringing the comprehensive plan forward for a vote at town meeting.
 - b. There was also full approval about bringing the plan forward to the town before the state.
 - c. There was minimal pushback, but there was discussion on if the committee felt ready to move forward by May 14th.
 - d. The biggest discussion was after the vote was taken, and was about a meeting in the summer to publicize the plan.
 - i. This does not mean there would be a vote, since registered voters are the only ones who could participate.
 - ii. Instead of a special town meeting, there will be a public 'open house' event to allow summer/seasonal residents who may not be registered to vote on the island to hear the results of the comprehensive plan work.
 - iii. The committee brought up that this event may be a good recruitment opportunity to help activation of the implementation plan.
3. Production Status Update
 - a. We are now pushing towards a full draft available by the end of the month of March.

- b. We still need to confirm dates, but thinking about the 20th and a Saturday in April for the socialization sessions.
 - i. One would be on the weekend and one midweek. Ideally would be later in the month to allow people the time to read the plan before showing up to the sessions.
 - ii. It was noted that March 19th is the public budget hearing, so the comp plan committee should not schedule anything for that day.
 - c. The production status spreadsheet is currently tracking the progress of chapter drafts as they make their way through the community experts, editorial board, and then posted on the town website, then we will hand off to GPCOG for production.
 - d. The recreation chapter is still needing an ‘expert’ to help with reviewing ownership of certain things. Linda will take the lead. There were gaps identified in required information. There is overlap with requirements for land use chapter, so Janice will help with this.
 - e. The photo tracking spreadsheet was shown to detail how chapter owners can annotate photos in their text, and where they can go to look for ideas from Dick Mitchell and Beth, and a reminder on how to find and navigate folders on the google drive where hundreds of potential photos have been uploaded.
4. Chapter Updates
- a. Population and Demographics
 - i. Methodology of how to portray data from many different sources is a key part of this chapter.
 - ii. Some Census data from 2020 is still not available, therefore the data sourcing must be carefully explained. Beth has been working with the Island Institute on the methodology.
 - iii. The hope with the population and demographics chapter is for it to show trends and changes to support other recommendations in the plan, and it should be pulled into other chapters as well.
 - b. Historical and Archaeological
 - i. There has been a lot of work to ensure that archaeological surveys done in the 1980s in Casco Bay are included in the historical piece of the plan.
 - ii. The historical society has no indigenous tools or artifacts in their collection, which is noted as a serious gap in the chapter.
 - iii. Native American historical sites are not for public knowledge, but the records are at town hall for the CEO to use when issuing building permits.
 - iv. One recommendation in this chapter is ensuring that those working at town hall on building permits are educated on the importance of these historic sites.
 - c. Community Engagement
 - i. This chapter is required by the state to show the various ways the committee has engaged with the community throughout the process.
 - ii. This chapter lists and describes things like the website landing page, Zoom committee meetings, the community survey and associated outreach, public forums, and LICA newsletters.

- iii. This chapter also touches on the final socialization plan which will allow the public to read the final plan and ask questions before being asked to vote on the plan at the annual town meeting.
 - d. The vision and values chapter and the community engagement chapter are both on the town website at this point.
- 5. Town Meeting
 - a. There was some discussion on how to engage the community most effectively before the town meeting.
 - b. The committee suggested that as each chapter goes up on the website, a blurb is sent out to the community as well through things like LICA and Facebook etc.
 - c. Certain key points that may drive people to read the chapter are what we are looking for to promote visitors to the website.
- 6. Next monthly LICP Committee Meeting will be on Tuesday, April 5 at 6:30. Meeting notices and minutes are on the town website.