

Meeting of the Hallowell Comprehensive Planning Committee

6pm Thursday, November 21, 2019

Hallowell City Fire Department, Coos Lane

Committee Members Present: Maureen Aucoin, John Bastey, Matt Cary, Patrick Cunningham, Deb Fahy (secretary), Lisa Harvey-McPherson, Julie Horn, Andrew Landry (chair), Rosemary Presnar, Matt Radasch, Nate Rudy (city manager) and Matt Scease (pending appointment).
Also Present: Ryan Gordon.

1. Review Minutes from Last Meeting

Action item: Please review the minutes from October and email your approval to Nate Rudy by Wednesday, December 4th so they can be submitted in time for the December meeting of City Council. File location: Dropbox > Comprehensive Plan > meetings > **2019 Oct 17**

2. Review of the 2010 Comprehensive Plan

There was discussion of how to effectively review and analyse the 2010 comp plan with the goal of drafting an executive summary of what worked well, what didn't work and what might be missing. The consensus was to have committee members identify areas relating to their skill sets and review those in small groups. No action was decided on for reviewing the 2010 plan but the following topics were some of those discussed as missing or underrepresented from today's point of view.

- a. Recreation and Culture needs to be separated - arts and culture should stand along
- b. Climate change / carbon neutrality
- c. Alternative transportation
- d. All Ages Friendly
- e. Diversity and inclusiveness
- f. RSU2 and the need for a closer relationship between the district and the city

Action item: Each committee member is asked to record their ideas on the Wish List document. File location: Dropbox > Comprehensive Plan > **20191021 2019 Comp Plan Wish List aka Attachment A**

3. Skills Matrix

Action item: Nate Rudy asked committee members to review and update the skills matrix. Categories have been added, File location: Dropbox > Comprehensive Plan > **20191017 Committee Skills Assessment**

4. Orton Family Foundation Heart & Soul Program

Action item (optional): Nate Rudy invited committee members to attend a presentation about the Heart and Soul program on Tuesday, December 3rd at the Hubbard Free Library facilitated by Jane Lafleur of Camden.

5. Review of RFQ Proposals

Motion Patrick Cunningham moved that we assign a subcommittee to handle the interviewing and presentation process on behalf of the full committee. John Bastey seconded and the motion passed unanimously after some discussion.

Motion Rosemary Presnar moved to appoint Drew Landry, Lisa Harvey-MacPherson, Patrick Cunningham and Julie Horn to the subcommittee to review the three submitted proposals and

present their recommendations to the full committee. John Bastey seconded and the motion passed unanimously.

Action item: Members of the full committee are asked to review the three proposals and email a list of pros, cons of each applicant and any questions you would suggest be included in the interviews.

6. Other Business

Rosemary Presnar presented a report on a recent meeting with Frank O'Hara. Frank is a long-time citizen of Hallowell who recently retired after 30 years in planning. Notes from this meeting are attached.

Action Item: Rosemary invited committee members to take a preliminary look at data she compiled from state sources. File location: Dropbox > Comprehensive Plan > **state data**

Of Note: Mayor Walker is expected to appoint someone from Row House to this committee.

7. Next Meeting Topics

The next meeting of the Hallowell Comprehensive Planning Committee is Thursday, December 19th, 6pm at Hallowell Fire Department. No agenda items were decided on at this meeting.

John Bastey moved to adjourn at 7:38pm. Matt Cary seconded and the motion passed unanimously.

Respectfully submitted by Deb Fahy, Secretary