

Meeting Minutes - Hallowell Comprehensive Planning Committee  
6pm Thursday, September 17, 2020 online meeting via Zoom

Committee Members Present: Maureen Aucoin, John Bastey, Matt Cary, Deb Fahy (secretary), Marsha Gallagher, Julie Horn, Andrew (Drew) Landry (chair), Jeff Levine (consultant), Lida Harvey McPherson, Rosemary Presnar, Matt Radasch, Nate Rudy (city manager)  
Members of the Public Present: Joanna Crispe (Maine Development Foundation), Ryan Gordon and Karen Tucker (Hallowell Heart & Soul)

1. Introductions

2. Housekeeping

3. Public Comment

Joanna Crispe of Maine Development Foundation and Karen Tucker of Hallowell Heart & Soul attended to discuss the planning process for our joint public outreach session scheduled for Thursday, October 29th. This is a Vision Hallowell event; three members of this committee also serve on the board of that organization - John Bastey, Deb Fahy and Julie Horn. John Bastey is also a member of Hallowell Heart and Soul so this is a terrific opportunity to coordinate rather than duplicate efforts since all three groups are doing public outreach on a similar timeline. At the October 29th meeting, we will present some preliminary findings of the Comprehensive Planning process and then focus on an overarching question still to be crafted focusing on the future of Hallowell, possibly through the lens of recovering from COVID19.

According to Joanna through Vision Hallowell we are one of three Maine communities participating in a Public Engagement Project through local organizations in each town who are members of their Main Street Maine program (the others are Rockland & Bethel). Maine Development Foundation will support our meeting with planning and public outreach support (to help spread the word about the meeting), working with us to develop a discussion guide, and will provide the technical support in hosting the meeting on Zoom and a small budget line is available as well. Vision Hallowell will arrange weekly planning meetings beginning next week which Comprehensive Planning Committee members are welcome to attend.

**Action Items:**

- All Committee Members: **Save the date** and plan to attend the meeting on the evening of October 29th. Time TBA.
- Deb Fahy will schedule the first of 6 weekly planning meetings via Zoom and keep this committee informed. Committee members are welcome to attend any or all planning meetings if they have the time and interest.

4. Outreach Since Last Meeting

5. Timeframe for Completing Existing Conditions Reports

In order to keep on schedule, edits are due by Tuesday, October 6th in order to give Jeff Levine enough time to complete final drafts before our next monthly meeting on October 15th.

6. Scheduling Fall/Winter Public Meetings

Jeff Levine said that following the first joint public meeting discussed under item 3, the Comprehensive Planning Committee will need to host two additional public meetings specifically focused on the Comprehensive Plan. The focus of the first will be to present the completed existing conditions section to the public and solicit feedback and discussion. The purpose of the 2nd meeting will be to help this committee reach consensus on action items (approx. 10) essential to the city over the next ten years. After some discussion the committee settled on tentative dates of Thursday, November 19th at 6pm (date and time of our usual monthly meeting) and Saturday, December 12th, time TBA. According to Jeff, these will be 2 hour events, with one major talking point, an interactive breakout session concluding with coming back together to debrief.

#### **Action Items:**

- All Committee Members: **Save the dates** for upcoming meetings and plan to attend: 6pm on Thursday, November 19th (date and time of our usual monthly meeting) and Saturday, December 12th time TBA.

#### 7. Old Business

##### a. Historic and Cultural Resources Section Subcommittee Work

Julie Horn is heading up a group working on the history section. Edits are due by October 6th

##### b. Revised Recreation and Culture Sections

According to Jeff Levine, the Recreation Section draft as it stands satisfies state requirements but various committee members have pointed out important missing information, in particular Matt Cary pointed out the importance of youth sports to the community and Rosemary Presnar noted the lack of information about hunting, including bow hunting, neither of which were referenced in prior plans. This section is open for edits which are due by October 6th.

Deb Fahy said that she has so far been the only committee member editing the new arts & culture section and requested that others on the committee help out - edits to this section are also due by October 6th.

#### **Action Items:**

- All committee members: edit the respective shared drafts directly (links follow) and/or upload any further edits, notes, ideas and any relevant documents relating to the respective sections to the relevant folder or email them to Jeff, Nate & Drew by the **deadline of October 6th.**

#### **Access the Arts & Cultural section:**

[https://docs.google.com/document/d/15wPRBz\\_FE2sEc8eOoVwllemY-UUAognMUD3WmX80QKY/edit?usp=sharing](https://docs.google.com/document/d/15wPRBz_FE2sEc8eOoVwllemY-UUAognMUD3WmX80QKY/edit?usp=sharing)

#### **Access the History section:**

[https://drive.google.com/file/d/15Spqwxwg0fntIHEj6fTE\\_hpGssau\\_e-vl/view?usp=sharing](https://drive.google.com/file/d/15Spqwxwg0fntIHEj6fTE_hpGssau_e-vl/view?usp=sharing)

#### 8. New Business

##### a. Financial Capacity Section

Jeff Levine told the committee that the short message is that Hallowell has generally managed its finances pretty well and that Hallowell provides a lot of services to residents for such a small

community, which results in higher tax rates than some surrounding communities. Nate Rudy said that post COVID the recommendations of the new Comprehensive Plan will help guide the city through some tricky balancing between community aspirations and financial reality. Ryan Gordon (member of the public) suggested a high level overview of how the city spends money, such as a pie chart.

b. Water Resources Section

There was a discussion on the number and whereabouts of quarry ponds in Hallowell.

**Action Items:**

- All committee members: upload any further edits, notes, ideas and any relevant documents relating to the respective sections to the relevant folder or email them to Jeff, Nate & Drew by the **deadline of October 6th**.

9. Other Items/Adjournment

The meeting adjourned at 7:05pm. The next meeting on 6pm Thursday October 17 will be online via Zoom. Meetings take place monthly on the 3rd Thursday and the public is always welcome to attend. The zoom link can always be found on the meeting date on the calendar on the city website: <https://hallowell.govoffice.com/>

Respectfully submitted by Deb Fahy, Secretary of the Hallowell Comprehensive Planning Committee

File location (along with other September meeting materials restricted to committee access)  
[https://www.dropbox.com/sh/ep2x2tcxoe5zh9q/AAB4m2CLZnvw4yYLme\\_LzClqa?dl=0](https://www.dropbox.com/sh/ep2x2tcxoe5zh9q/AAB4m2CLZnvw4yYLme_LzClqa?dl=0)

Finalized documents are available for public access on the Hallowell City Website:  
Home > Government > Boards and Committees > Comprehensive Planning Group  
[https://hallowell.govoffice.com/index.asp?Type=B\\_BASIC&SEC={20DB666D-1191-493F-84BD-773246D680F3}](https://hallowell.govoffice.com/index.asp?Type=B_BASIC&SEC={20DB666D-1191-493F-84BD-773246D680F3})