



**Comprehensive Plan Committee  
Meeting Minutes  
August 4, 2022**

1.0 Roll Call

Meeting was called to order at 5:00 pm.

Members present: Robin Millward, Chair  
George Cundiff  
Sheldon Drucker, Vice Chair  
Weston Elliott  
Charley LaFlamme  
Mark MacLeod  
Javier Marin  
David Millward  
Christopher Nobile  
Leslie Olear  
Alice Pearce  
Pam Sawyer  
Steve Wilkos

Members absent: David Fazzina

Also Present: Tyler McOsker, CEO  
Health Ouellette, Select Board Liaison  
Ilene Kanoff, Administrative Assistant

2.0 Debrief from Vision Day

Chair Millward indicated that Vision Day was well-received and that 144 people signed up online for Committee updates. Updates on Vision Day would be sent to those individuals.

2.1 Next steps – what, who, by when

After some discussion, the Committee members decided to create an Excel document with three areas:

- Vision day table ideas
- Initial survey findings
- Subcommittee Report

For each area, across the top would be the eight table areas: Economic Development, Historical, Housing, Land Use, Natural Resources, Public Facilities, Recreation, and Transportation. For each item in three areas, subcommittee members would indicate which table area applied by place an “x” in a particular column.

Vision Day table facilitators would be managing the process: Economic Development (Mark), Historical (David M.), Housing (Alice), Land Use (Steve), Natural Resources (Pam), Public Facilities (Sheldon), and Transportation (Leslie). Each subcommittee will report back on their progress on August 19<sup>th</sup>, with completion slated for August 26<sup>th</sup> in preparation for the September 1<sup>st</sup> meeting.

Other steps needing attention: Meeting with the newly-formed Budget Review Committee, an Ordinances and Zoning subcommittee report (the Chair of the Zoning Board of Appeals has offered to help), and meeting with the School Committee and Performing Arts Committee.

### 3.0 Other Business

Chair Millward said that Ilene has another commitment beginning in September on Wednesday evenings. She asked that the meetings be changed to the 1<sup>st</sup> and 3<sup>rd</sup> Thursday of each month beginning on September 1<sup>st</sup> and that no change in the Committee's Bylaws were needed to do this. Charley mentioned that he could not attend on Thursdays. There was some discussion about communication within the Committee and that correspondence would be sent to both the Town email address as well as the email provided when applying for the Committee and provided by the Town Clerk.

The Committee members discussed and agreed upon the need for a more comprehensive survey like the one done in 2018. Mark, Dave F., and Wes will lead this effort. Ilene will contact the State and set up to receive State data.

Chair Millward reminded the Committee of its vote on May 18 to accept an MOU from SMPDC to provide support, including a facilitator. The Acting Town Manager had advised that a further vote would be needed to ask for an updated MoU, excluding facilitation services but including a list of tasks and timetable for a State compliant plan.

**Motion 3.0.1:** Motion by Mark to revise and update the MOU for SMPDC in regard to the Comprehensive Plan. Seconded by Sheldon.

**Motion passed 13-0.**

Chair Millward then raised the requirement for members of the Committee to sign the Code of Ethics (Article 8 of the Town Charter). In addition, any member who has not been sworn in must make arrangements for this with the Town Clerk as a matter of urgency, even if they have been sworn in to serve on another Committee / Board / Commission.

**Motion 3.0.2:** Motion made by Pam that each member of the Comprehensive Plan Committee agrees to abide by the Town's Code of Ethics and each member is willing to sign the Code. Seconded by Sheldon.

**Motion passed 13-0.**

#### 3.1 Set next meeting date at 5:00PM

The next meeting will be held on Thursday, September 1<sup>st</sup>.

### 4.0 Public Input

- 4.1 We ask that people keep comments brief and to the point (no more than three minutes and one time per meeting, except when public comment is solicited on specific agenda items) as well as that your comments are respectful. Please begin your comments by stating your name and your affiliation with Ogunquit (i.e., resident, taxpayer, voter, business owner, etc.) or state the Town you are from.

Harriet Moyer: Spoke about Vision Day items that were important to her including water quality and transportation, especially managing traffic and the trolley.

5.0 Adjourn

**Motion 5.0** Motion made by David M. to adjourn. Seconded by Sheldon.  
**Motion passed 13-0.**

Meeting adjourned at 6:22 p.m.

Respectfully submitted,

Ilene Kanoff, Secretary