

MINUTES  
TOWN OF TOPSHAM  
Comprehensive Plan Update Committee Meeting  
November 13, 2017 6:30 P.M.

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MEMBERS PRESENT:

Larry Fitch  
Mary Kate Appicelli  
James Dealaman  
Doug Bennett  
Jenna Godo  
Matt Nixon  
Joe Feely

MEMBERS ABSENT:

Sean Liedman  
Bill Ewing

STAFF PRESENT:

Rod Melanson, Director of Planning Codes and Development  
Carol Eyerman , Assistant Planner

CONSULTING:

Vanessa Farr, MDW  
Kara Wilbur, Principle Group

1. CALL TO ORDER AND ROLL CALL

Chairman Fitch called the regular meeting to order at 6:30 p.m.

Committee reviewed the ground rules that were set for each meeting.

2. Recap of Event (what did you hear, what did the consultants hear)

- a. The committee members each provided their perceptions of the October outreach event. Common themes from the public input during the event include the following:
  - i. Community gathering space is important, the event at the old fires station demonstrated that community events and gatherings would be a welcome addition to Topsham.
  - ii. Attendees were especially appreciative of the chance to be listened to during the community workshops and conversations. The input sessions allowed for meaningful and effective dialogue.
  - iii. Multiple traffic issues were raised throughout the event.
  - iv. Protection of Topsham neighborhoods is important

- v. Connectivity is important. Not only of the road/ pedestrian network, but connecting people within the community (gathering space)
  - vi. Bike/ ped issues also were a common theme among attendees
  - vii. More formal parks within town
  - viii. Creating a sense of place is important
  - b. The committee discussed the efforts put forth by all who were involved in the event, and agreed that the amount of positive feedback from the public who attended as well as Topsham Elected Officials proved that their efforts were successful.
3. Review Survey Responses
- a. Survey responses coupled with the interactive workshops, roundtable discussions, and walk in public input provided the base for the “big ideas” that were presented at the final public workshop.
  - b. Survey responses are being compiled and will be added to the public input data collection
4. Review Big Ideas
- a. The following are the list developed from the input:
    - i. Streets for People
    - ii. Local and regional mobility
    - iii. Access to nature/ open space
    - iv. Gathering spaces
    - v. Meet your Topsham
    - vi. Protect rural character
    - vii. Support knowledge economy
    - viii. Be deliberate about growth and development
    - ix. Housing diversity
    - x. Open governance
  - b. The committee had a discussion per big idea topic, and felt that some of the big ideas bled into one another. Upon further discussion the committee thought that some ideas could be joined together as follows:
    - i. Ideas 1 & 2
    - ii. Ideas 3 & 6
    - iii. Ideas 4/ 5 & 10
    - iv. Ideas 7 & 9
5. Framework for Process/Work going forward
- a. The committee and consultants developing a framework that reviews topics per meeting and advertised as such. The consultants thought that reviews of upcoming data chapters (topics) made sense. The committee/ consultants will prepare a schedule for next meeting.
6. Event Recognition Discussion
- a. Committee discussed various ways to recognize those who have donated time, money, expertise throughout the process thus far. The committee agreed that

recognizing staff efforts for the October event should occur asap. Rod will look into the Dec. 6<sup>th</sup> Staff meeting date as an opportunity.

**5. ADJOURN**

Meeting ended at 8:45 p.m.

Respectfully submitted,

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Rod Melanson