

# Topsham, Maine

## Comprehensive Plan Implementation Committee Meeting

September 13, 2021 4:00PM

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**Attendees: Susan Rae-Reeves, John Shattuck, Angela Twitchell, Raija Suomela, Rick Shultz, Joe Feely, Rod Melanson, Andrew Deci**

### I. Welcome and Agenda Review

Policy covering in-person vs virtual meetings. An email went out to committee members about a decision from MMA about public meeting policy. Message came out last Friday. All town committees need to pass a policy related to this.

Discussion on in-person meetings during COVID - CPIC members are not comfortable with in person meetings. Some are ok with CPIC-only attendance, but a couple are also not comfortable with in-person with CPIC only. Members of public attending is a concern. The desire is to maintain online meetings. Members will resign if in-person meeting is required.

John Dorrer - informed the committee he will be out of town for a couple of months and therefore resigns. TBD if CPIC can retain him as member, Susan will ask if he will take a leave instead of resigning.

### III. Department Contacts - Report on status of CPIC members updating town departments and committees - providing an initial engagement to introduce the committee and re-introduce the matrix items.

- SB - seem favorably disposed. Want copy of Susan's remarks.
- ES - Rick and Susan met with Chris McLaughlin and Marc Hagan. The focus was mostly an overview, touching on a few areas of concern where there are factors to be balanced between Streets for People strategies and access for emergency vehicles, specifically reducing street corner radius and supporting on-street parking. These things can limit ability to respond to emergencies. Police chief brought up an example - on Green street where on-street parking has slowed traffic significantly and generated complaint calls. He sees a distinction between catering to people traveling through town as a "pass-through" and the priorities of people who live in the town as their community.
- DPW - Raija hasn't been able to connect with Dennis (no response to emails). Andrew will help Raija connect with Dennis.
- TDI- Angela participated in a meeting. There was a short engagement, but a busy meeting agenda. Susan attended a meeting of the TDI Strategic Subcommittee. Having

some data about what we can expect from retail and restaurant data, market study to help back that up. Jim Damicis is an economic development study professional with strong background working with municipalities who is putting together a proposal for such an effort.

- TPL - Rick and Angela - no action yet from leads. Would be good to participate in the book sale - have a table at the event. Will be receptive. Also, the library room is reserved for Oct 6th.
- SW - Susan - hasn't met with Ed Caron yet.
- TCC - Update to TCC occurred early in the year. The committee is working to address need for an updated Natural Areas Plan.
- EC - Broke off from TCC as separate engagement. No additional separate engagement with this group.
- Parks - Joe and Angela - haven't scheduled meeting with Pam yet.
- HDC - not yet. Andrew will help facilitate connection with the chairperson.
- Codes - Joe Feely not engaged yet
- Schools - Raija met with Holly Kopp and district superintendent. They were very receptive to student pedestrian safety topic. Need to be clear they will lead the initiative and CPIC will facilitate supporting the goal (vs CPIC carry the effort).
- Assessor - Joe Feely - not yet
- TM - Susan will reach out to the Town Manager and ATM soon.
- Other - need to identify 'foster social connection' action items for the new Community Center committee?

#### **IV. Communications Plan**

- The Cryer - what's next - The first article went out. Share it, encourage people to read it. Susan will engage with Charlie for the next article.
- FB page - 157 people reached, 24 engagements. a short 'Intro to CPIC' post. Next post next week. Then, advertise the Oct 6th event on Aug 20th (add as an event).
- Times Record - Andrew has been in touch with Payal Gangishetti who covers this.
- Friends of the Topsham Public Library Book Sale (9/17 5-7 pm, 9/18 9-4, 9/19 10-2). WRT CPIC hosting a table - Susan Preece recommends we table on Friday evening and Saturday morning, 10-1 is the optimal time. Don't worry about tabling on Sunday.

Table with flyers. Can we get some of the signage from earlier meeting? Rod will bring CPUC posters for visuals. Joe can do Friday with Susan. Angela could do Saturday 10:30-1.

- Other - the Oct 6th Meeting - Now it's in-person. TBD if will include a Zoom. Ask for an RSVP. May arrange to have an outdoor tent. Rajja offered feedback for the outreach flyer.
- Develop an email list? We have one, add to it.

## II. Update from Planning Dept

- Complete Streets - Andrew is still needing to revise it. Contemplating what that might be. Revised in response to the first Select Board Review. Second review they still had some concerns. There is concern about hands being tied with obligations/requirements. Also concern by Town Manager needing to track progress every 2 years..

Susan's August update to the Select Board stressed the broad interest in and priority for Streets for the People strategies. It may be a next step to propose forming a bike/ped committee – it's one of the implementation items.

- Rezoning Project - Susan provided an update on the joint workshop with the Planning Board and consultants' presentation. The Planning board had some favorable responses. A few members engaged with questions. It was a pretty technical presentation. There was great interest that new code could simplify the process for them. CPIC members who attended talked about their impressions of the meeting and ideas for Oct 6th.