



Topsham, Maine

Comprehensive Plan Implementation Committee Meeting

AGENDA

December 13, 2021

Start Time: 4:00PM (In Person - Town Office Conference Room + Zoom invite by request)

I. Welcome, Introductions and Agenda Review

II. Administrative Items

- Posting of minutes - review and approve all prior meeting notes
- Shared process going forward

II. ReCODE Topsham

- Status update from consultants
- Education and Outreach - video
- FAQ review (review and edit ahead if possible!)

III. Department Contacts - Review and Discussion

- Town Manager and Assistant Town Manager
- Select Board
- Planning Board
- Assignments - status reports as appropriate

IV. Complete Streets Policy

- Status update

V. Communications Plan

- For discussion/input

MEETING GUIDELINES

1. Start on time, end on time

2. Respect each other's opinions
3. Disagree without being disagreeable
4. W.A.I.T. (Why am I talking)
5. Everyone participates
6. Keep focused on the big issue at hand
7. No champion, no issue
8. Silence is assent
9. Keep a sense of humor
10. Be clear on our expectations
11. Making sure all heard what has been said
12. Create a "parking lot" to capture ideas that need following up
13. Follow up/ closure on past issues

For Non-Committee Member Meeting Attendees

Members of the public are welcome to attend meetings of the Comprehensive Plan Implementation Committee as observers. These working meetings are not public hearings and as such, a public comment is not included on the agenda. Comments for the public are welcome and can be submitted to the Planning Office for subsequent distribution to Committee members. There will be ample opportunity for public input and discussion at other meetings as we move forward with implementation of the plan.
