



Topsham, Maine

Comprehensive Plan Implementation Committee Meeting

AGENDA

September 11, 2023

Start Time: 4:30PM (In Person - Town Office Conference Room + Zoom invite by request)

I. Welcome and Agenda Review 4:30 - 4:35

II. Public comment 4:35 - 4:45

III. Administrative Items 4:45 - 4:55

- Minutes of August 14, 2023 meeting - review and approval.
- Calendar items
 - September 19, 2023 monthly workshop session
 - September 21, 1:00-3:00 - MCOG - Randall Arendt Presentation (TDI viewing)
 - October meeting - reschedule to Oct. 2 because of the holiday
 - October 3, 6:30 pm - Planning Board Workshop on Topsham Center ReCode
 - October 24, 10:00-12:00 - Open Houses - Highland Green
 - October 28, 1:00-3:00 - Open House - Topsham Library

IV. Community Engagement/Communication 4:55 - 5:50

- Topsham Center ReCode - Office Hours 8/31 - review of meeting notes
- Select Board workshop 9/6 on Topsham Center ReCode
 - Planning Board workshop on Topsham Center ReCode
 - Open houses September/October - Prep needed
 - Method for handling/responding to public comment
- FAQ's document – update

V. Liaison updates 5:50-6

- Check in – status of activity

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. These working meetings are open to the public, although they are not public hearings as such. We have included a public comment time on the agenda and welcome your input. In addition to commenting at CPIC monthly meetings, comments 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.
