

**Town of Blue Hill
Comprehensive Plan Committee
January 12, 2023
Meeting Minutes**

Attendees	R. Boulet J. Fehrle A. Grindal G. Hurvitt (co-chair)	S. King (co-chair) V. Leach M. McKeague S. Miller	D. Page K. Wyatt
Attendees (Other)	C. Beale N. Milliken C. Page	B. Smythe C. Stephens A. Varney (HCPC)	R. Wentworth B. Wootten
Topic	Discussion		Action
Call to Order	The meeting was called to order at 4:01pm.		
Declaration of Quorum	A quorum of the Committee was present.		
Approval of Minutes	The minutes were not presented for approval.		
Business			
<i>Appointment of Co-Chair</i>	G. Hurvitt was nominated as Co-Chair of the Committee		Approved.
<i>Meeting Schedule</i>	After some discussion, it was agreed that the Committee will meet every other Thursday, at the Town Office, from 4:00-5:30 p.m. The next meeting will therefore be on January 26.		
<i>Sharepoint walk-through</i>	Tabled		
<i>HCPC Report</i>	<p>A. Varney indicated that she has completed a draft of the “Population” chapter for the Committee’s—in particular the designated point people’s—review and feedback.</p> <p>She then provided some guidelines for reviewing Comp Plan chapters:</p> <ul style="list-style-type: none"> • Use “track changes” in Word when making edits to a chapter. • In particular, be on the lookout for any information we know or believe to be inaccurate. • Focus on the “key findings” and “goals and objectives” sections for accuracy or missing information 		Feedback requested on or before Feb. 9.
<i>Designation of Chapter Point People</i>	The Committee reviewed the table that co-chair King had distributed by email and, after some discussion, it was agreed that the assignments identified in the table were fine with each		

	Committee member. There may be a small amount of reallocation, particularly affecting D. Paine and S. King.	
<i>Public Survey Subcommittee</i>	<p>The subcommittee gave a brief description of their process to date, and indicated that a draft survey is available for the Committee's review. There was a description of how the proposed questions were selected, and Committee members were directed to some of the questions dropped from the survey for their consideration.</p> <p>The subcommittee also described some of the ideas they had discussed to maximize participation in the survey process. These included:</p> <ul style="list-style-type: none"> • A table at the Friday Town Meeting while the polls are open. • A set of computers available in the Select Board room for voters to be able to complete the survey immediately before or after voting. • Similarly, computers available at the Saturday Town Meeting to allow voters to complete the survey. • A raffle entry ticket or number to be given to each person completing a survey, with the prize being something like a \$100 gift card to a local merchant. (Details on how to distribute the ticket/number while maintaining confidentiality are still being investigated.) • Plus, survey notices on Facebook, Town web site, Town sign, the <i>Weekly Packet</i>, etc. 	<p>Committee members are requested to provide any comments by the subcommittee's next meeting on Jan. 19 at 10:30am</p>
<i>Community Engagement Subcommittee</i>	<p>The subcommittee has organized itself around both print (Page and Wyatt) and digital (Hurvitt) communications.</p> <p>Near-term print plans include a tri-fold brochure similar to Brooksville's, a "talking points" paper for the Committee's use.</p> <p>On the digital side, Hurvitt has done some preliminary work on the Comp Plan section of the Town website and is soliciting high-res (and high-quality) photos of representative vistas, buildings, and activities in Blue Hill. She indicated that the bigger the better, with at least 2500 pixel resolution (width in pixels times height in pixels).</p> <p>There was discussion of a "Friends of the Committee" email list, soliciting assistance from engaged citizens who are not on the official committee.</p> <p>Lastly, there was a brief discussion about future public engagement meetings. The subcommittee is working to</p>	<p>The tri-fold will be available for the Committee's review at its Jan. 26 meeting.</p> <p>Hurvitt requested feedback on the web page.</p> <p>Committee members should send any candidates' email addresses to Hurvitt.</p>

	<p>schedule a visioning/Q&A session; they expect this first session to take place in mid-February.</p> <p>The community engagement subcommittee will next meet on Jan. 20 at 5:00pm at Town Hall.</p>	
<i>Sharepoint walkthrough</i>	Hurvitt gave a brief walkthrough of the Sharepoint site on which the Committee's files are stored—how to log in, how the files are organized, how to add or edit the files.	
Next Meeting	<p>The next meeting of the full Committee is scheduled for January 26, 2023 at 4:00pm.</p> <p>Public survey s'committee: January 19, 10:00am Community engagement s'committee: January 20, 5:00pm</p>	
Adjournment	The meeting adjourned at 5:10pm.	

Follow-Ups	<ul style="list-style-type: none"> • Committee comments (to Fehrle) on the draft public survey by Jan. 19. • Committee feedback (via edits or notes) on draft Population chapter by Feb. 9. • Committee feedback (to Hurvitt) on the Comp Plan web page. • Provide any "Friends of" email addresses to Hurvitt.
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