

**Town of Blue Hill
Comprehensive Plan Committee
January 26, 2023
Meeting Minutes**

Attendees	R. Boulet J. Fehrle A. Grindal	G. Hurvitt (co-chair) S. King (co-chair) S. Miller	D. Paine D. Page K. Wyatt
Attendees (Other)	A. Varney (HCPC)	B. Wootten	
Topic	Discussion		Action
Call to Order	The meeting was called to order at 4:00pm.		
Declaration of Quorum	A quorum of the Committee was present.		
Approval of Minutes	A motion was made to approve the minutes, as distributed, for the meetings of 12/1/22, 12/15/22, and 1/12/23.		Approved (9-0)
Business			
<i>Co-chair meetings</i>	S. King and G. Hurvitt plan to meet every week to monitor committee progress. Committee members' input for those meetings is welcome.		Noted
<i>Notice of subcommittee meetings</i>	The Community Engagement subcommittee expects to begin arranging for notice of more "working" meetings as it gets closer to its first public engagement event. All meetings of the full Comprehensive Plan Committee are open to the public.		Noted
<i>Public Survey Subcommittee Report</i>	<p>The subcommittee reported that they are close to finalizing, from its perspective, the list of questions to be included in the survey.</p> <p>They solicited the full Committee's input on a handful of recent changes to the questions, in particular the addition of a question tracking the state's Community Resilience Partnership list of initiatives. A prioritized list of these initiatives is included in the current survey draft; Committee members were asked to provide their thoughts on any priority 1 or 2 items that should be "demoted" from that group and any priority 3 or 4 items that should be promoted. Ultimately, the survey is intended to ask about the top 10-15 initiatives.</p> <p>There was substantial discussion about several of the demographic questions that request information that some respondents may feel is intrusive (household income and amount of land they own, for example). These questions are asked in order to determine how representative the survey respondent pool is compared to Blue Hill residents as a whole. It was generally agreed that the survey must make it clear that responses are confidential. In addition, the subcommittee</p>		<p>Noted</p> <p>Committee members are requested to provide their priorities comments by Monday, Jan 30.</p> <p>Noted; ideas for calming any privacy concerns solicited.</p>

	solicited ideas for rephrasing questions to minimize respondents' privacy concerns.	
<i>Community Engagement Subcommittee—Digital: Website walk-through</i>	G. Hurvitt showed the Comp Plan page on the Town website and solicited feedback on the text, layout, etc. of the page. There was some discussion about the enabled “public comment” section on the page; any comments posted will be moderated by Hurvitt before they appear on the page.	Noted
<i>Community Engagement Subcommittee—Meetings</i>	Two public visioning sessions—focused on the entirety of the Comp Plan process—are targeted for early March. One would be on a weekday evening; the second on a Sunday afternoon. The plan would be to describe the Comp Plan process as a group, then split into breakout groups to solicit and discuss the communities' ideas and priorities for the next decade. Each session is expected to span two hours. All Committee members will be asked to attend one or both of these sessions to assist in facilitating the breakout groups, set up, take down, etc. The plan is to have the public survey fully tested and available no later than the first of these visioning sessions. <i>Later in the meeting, it was provisionally agreed that the survey would be open until July 31, 2023.</i>	Noted
<i>Community Engagement Subcommittee—Print: Trifold draft</i>	A draft “tri-fold” page was distributed to the Committee; it is similar to the one published by Brooksville. D. Page solicited any comments on the content of the document, but noted that there is still substantial graphic design work to be done. (G. Hurvitt indicated that they have a possible volunteer for this work in mind.)	Feedback on the tri-fold text is welcome
<i>Community Engagement—WERU</i>	S. King reported that she had participating in a roundtable Comp Plan discussion that will be aired on WERU soon. One takeaway for her was the idea of encouraging high school students to participate in the planning process. She is reaching out to local high schools to follow up.	Noted
<i>Community Engagement—Town Meeting</i>	There was discussion about the plans for the Annual Town Meeting. Laptops (or iPads) will be available at Town Hall while the Friday voting is occurring, and volunteers from the Committee will distribute trifolds and paper copies of the survey to, and answer questions from, Blue Hill voters. Trifolds, surveys, and an opportunity to complete the online survey will also be available after Saturday's open town meeting.	Noted
<i>Chapter Reviews</i>	The Population chapter, which was the first to be drafted, still needs rework; the responsible Committee members and Averì are working to get this done. There was discussion about how each “chapter group” should work with their “stakeholder groups”—local organizations whose mission is closely related to the chapter subject. S. King requested that all chapter groups coordinate with her before approaching a stakeholder group—mostly to ensure coordination throughout the process. Committee members	Noted Noted

	<p>are requested to provide detailed notes of any meetings with stakeholder groups, so we have a comprehensive record of their input.</p> <p>S. King and G. Hurvitt displayed a list of such stakeholder groups, organized by Comp Plan chapter. Committee members were encouraged to add any other relevant groups to the document.</p>	Noted
<i>"Friends" of the Committee</i>	G. Hurvitt continues to add to the list of "Friends" and asked any member with a candidate to provide that individual's contact information to them.	Noted
<i>Averi Varney—HCPC</i>	<p>A. Varney indicated that work is progressing on the Historical/Archaeological chapter—drawn heavily from the 2006 Comp Plan draft. She asked all other chapter groups to keep her informed as to their progress.</p> <p>It was noted that Committee members will take the lead in drafting the Community Engagement/Visioning chapter to free up HCPC time for other chapters.</p>	Noted
Next Meeting	The next meeting of the full Committee is scheduled for February 9, 2023 at 4:00pm.	
Adjournment	The meeting adjourned at 5:27pm.	

Follow-Ups	<ul style="list-style-type: none"> • Committee comments (to Fehrle) on the draft public survey, in particular Question 10—the Community Resilience Partnership priorities—by Monday, Jan 30. • Committee ideas for rephrasing "sensitive" demographic questions. • Committee feedback (to Hurvitt) on the Comp Plan web page. • Committee feedback on trifold text to Page. • Provide any "Friends of" email addresses to Hurvitt.
-------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------