COMPREHENSIVE PLANNING COMMITTEE, TOWN OF GEORGETOWN
Minutes for Monday, December 4, 2017 at 7:00 pm

John McIlvain called the meeting to order at 7:02 pm. Members Rick Cliffe, Jenn Dobransky, Rob Lowell, Jim Peavey, and Bronwen Tudor were present. Jason Lang was absent. Alternate Members Jonathan Collins, Kathy Gravino, Mike Guethle, and Vicki Hart were present. Stephen Mace was absent. Selectboard liaison Dolores Pinette did not attend. Guest Don Cowing was in attendance.

Public Comment: None at this point. Don Cowing can participate in Committee discussions as desired.

Items to be added to Agenda (if approved by Chair):

- John McIlvain suggested that 2 Committee members/alternates attend other Town Committee meetings to brief them on the Comprehensive Plan effort.
- Jim Peavey asked that we review “notifications”. See old business below.
- Jenn Dobransky addressed concern about the overall schedule. See old business below.

Scheduled Appointments/Guests: none

Review of Past Minutes of November 20, 2017: Minutes were approved with minor corrections.

Subcommittee Reports/Updates: None at this meeting.

Correspondence and/or Handouts: None

Old Business:

- Notifications: This discussion was a follow-up to discussions at previous meetings. The intent is to establish and document a clear policy to be followed by the Central Committee and Subcommittees. Key points made during the discussion included:

  If meetings are held on a regular schedule (i.e. X day(s) of each month), there is no separate notification required. These regular meetings should be posted on the Town website. Committee/Subcommittee chairs are responsible to advise Bob Trabona of changes to regular meetings.

  Special meetings of general interest (e.g. Patricia Oh discussion) should have notification as broadly as possible. At a minimum, flyers should be posted at the six town sites and distributed by email to the applicable Comprehensive Plan Subcommittees.
It was suggested that can/should post a monthly schedule summary of Central Committee and Subcommittee meetings.

Jenn Dobransky volunteered to establish a Facebook page for the Comprehensive Plan. Once it is setup, members can submit notifications to her by email and she will post them.

When appropriate, Committee/Subcommittees can email notifications to other Town organizations (e.g. GWL, School, Historical Society, etc.) and ask them to forward to their membership.

It was pointed out that our survey questions should ask people how best to contact them personally.

- **Consultant RFP Status:** John McIlvain indicated that one proposal has been received and he expects one or two more before the Wednesday, December 6th deadline. That led to a discussion of the review process and schedule as follows:

  According to the RFP, interviews with prospective consultants are to be done next week (December 11-15). John plans to schedule once he knows how many proposals there are. It was suggested that interview participants prepare questions in advance, particularly specifics about schedule, budget and communications between the consultant and Central Committee. John McIlvain, Kathy Gravino, Jon Collins and (maybe) Stephen Mace will participate in the review/interviews.

  There was a group discussion of the potential schedule. Jim Peavey moved that we approve the schedule as follows. The Committee voted unanimously to do so.

    Proposals Received by Wednesday December 6th.
    Interviews Conducted by Friday December 15th
    Recommendation to the Central Committee December 18th
    Recommendation to the SelectBoard January 9th
    Award contract January 12th

- **Overall Work Plan and Schedule:** This was a continuation of discussions held at the previous two meetings.
Public Properties and Services: This topic includes Town owned property managed by the TOPMB, other Town owned property, the Fire Department, public access lands (owned by KELT, Nature Conservancy, Inland Fisheries and Game Department, etc.) and the Georgetown Community Center. Bronwen provided an overview of the TOPMB responsibilities as well as some historic examples of issues, both within TOPMB responsibility and with other Town owned properties. Responsibility is a complex issue. John indicated he will research the 1993 Comprehensive Plan Inventory to see how they addressed this topic. Rob pointed out that Marine Resources was addressing water access which also relates to this topic area. Mike pointed out that his diagram (passed out at a previous meeting) attempts to tie these areas together.

Georgetown Central School: Not discussed due to time. John pointed out that the school is a complicated issue because it is impacted by population changes, housing affordability, school budget, property taxes and other factors. Future of the school is a “hot button” issue. Initial discussion will be on the next meeting agenda.

New Business: none

- Issues Related to Rising Sea Water: No discussed due to time.

Public Comment: none

Adjournment: On motion the Committee voted to adjourn at 8:33 pm.

Respectfully Submitted,
Rick Cliffe
Committee Secretary