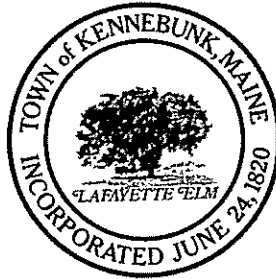


# Town of Kennebunk, Maine



## Comprehensive Plan Committee MEETING MINUTES October 14, 2021 Zoom Teleconference Meeting, Kennebunk

Present: Robert Metcalf [Chair], Janice Vance, Edward Trainer, Nick Branchina, Barbara Fleshman, and Robert Georgitis.

Also Attending: Chris Osterrieder [Director of Community Development], Karen Winton [Deputy Director of Community Development], Brittany Howard [Town Planner],

1. **Call to Order:** Chair R. Metcalf called the meeting to order at 6:06 pm on October 14, 2021 via Zoom teleconferencing in keeping with the Committee's "Remote Meeting Policy" for COVID safety.

### 2. Review Time Line/Work Plan

C. Osterrieder presented the work plan to the Committee and went over milestones. The Committee reviewed the dates and the tasks that still need to be completed. Public outreach was discussed as one of the tasks: get the plan on the website, social media blasts, community voice, etc. The Committee should meet half way through the process to review the comments that have come in from the public and discuss a plan for the presentation for the public hearing. The Committee discussed setting up a practice meeting since it appears the meeting will be held virtually.

After the public hearing the Committee would review the public input, make any necessary changes and then submit to the state. Once submitted to the state, there is a meeting set for the Committee to discuss any comments from the state. Once this has been completed it would be submitted to the Select Board for the June Town meeting.

C. Osterrieder, R. Metcalf and J. Vance discussed that a cursory review of the formatting by the state would be important prior to it being presented to the public. R. Metcalf stated he would reach out to the state to set up a meeting for next week. This task was added into the work plan. Setting the tentative public hearing for November 30, 2021.

### 3. Review Comprehensive Plan Summary

The Committee reviewed the summary. R. Georgitis has some minor edits. B. Fleshman had sent some comments to J. Vance prior to the meeting that will be incorporated. These summaries will be used to help with the public outreach.

**Motion:** Moved that the Comprehensive Plan Committee of the Town of Kennebunk accept chapter summaries as edited.

**Moved:** R. Metcalf

**Second:** E. Trainer

**Vote:** Roll call vote, 6 votes in favor, none opposed; the motion passed.

**4. State Check List**

The checklist has individual plan components by page. The Committee went through the areas there were still questions on and items that need to be brought to the states attention.

**Motion:** Moved that the Comprehensive Plan Committee of the Town of Kennebunk accept the checklist.

**Moved:** B. Fleshman

**Second:** E. Trainer

**Vote:** Roll call vote, 6 votes in favor, none opposed; the motion passed.

**5. Minutes for review from 9/28/2021**

The Committee had no comments on the minutes.

**Motion:** Moved that the Comprehensive Plan Committee of the Town of Kennebunk approve the minutes.

**Moved:** R. Georgitis

**Second:** J. Vance

**Vote:** roll call vote, 6 votes in favor, none opposed; the motion passed.

**6. Adjournment:** There being no further business, the meeting adjourned at 7:07 pm.

**Motion:** Moved that the Comprehensive Plan Committee of the Town of Kennebunk adjourn the meeting.

**Moved:** R. Georgitis

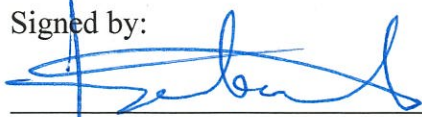
**Second:** R. Metcalf

**Vote:** Show-of-hands vote, 6 votes in favor, none opposed; the motion passed.

Respectfully submitted,  
B. Howard

Adopted by the Comprehensive Plan Committee in its Meeting  
of December 6, 2021

Signed by:

  
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COMPREHENSIVE PLAN COMMITTEE