

Alfred Comprehensive Planning Committee
Thursday, January 7th, 2016
Alfred Town Hall, 2nd Floor, 6:30 p.m.

Amy Sprague, facilitator, called the meeting to order at 6:30 p.m.

Members present were Amy Sprague, Lee Steele, Arthur Karcher, Seth McCoy, Stephen Gile, John Sylvester, Tom Plummer, Mike Towne, Jim Allaire, Heidi Gendreau, Amy Titcomb and Howard Dupee. Others present were, Selectmen Glenn Dochterman and George Donovan, guest John Cook and Secretary Darcy Hobgood.

John made a motion to accept the minutes from the December 17, 2015 as written, Howard seconded the motion and all were in favor.

Amy T gave a **budget update** stating that Treasurer Fred Holt had received the invoice from SMPDC for \$4200 which covered all their work for the CPC for the year 2015.

Amy S moved on to **Timeline Review and Planning**. The next meeting, January 21, 2016, will be attended by Paul Schumacher and Kathy Connor who will address the Goals, Policies and Strategies for Natural Resources and Water Resources. Committee members should review this material prior to the meeting. Bob Dauber from York County Shelter will attend the following meeting on February 4, 2016 to update the committee on the plans for the shelter. John will invite Brother Jerome to attend as well.

Next on the agenda was the **Committee Update to Selectmen**.

Jim started the discussion with a summary of the CPC's recommendation to form a **Design Review Committee**. He pointed out that although Alfred's zoning ordinance includes some design standards (§160-101), more detail is needed concerning architectural design. Since a Design Review Committee can be formed before the Comp. Plan is completed, Howard suggested we ask Kathy Connor to draft an ordinance to be included in the March 2016 Town Meeting.

Howard proceeded with discussion of the proposed **Economic Development Committee** which comes highly recommended by previous guest speakers Matthew Eddy and Lionel Sevigny. The Economic Development Committee would encourage appropriate new businesses as well as helping to expand current businesses. It was suggested that this be a volunteer committee and include experienced business people from both Alfred and surrounding communities. Establishment of an EDC has been recommended to the Selectmen for inclusion on the March 2016 Town Meeting warrant.

The time line for completion of the Comp. Plan was discussed. The Plan is to be presented to the Town on the November 2016 Referendum ballot. Amy S explained that the Plan will not be ready for the 2016 March Town Meeting. A first public meeting is tentatively scheduled for June 7, 2016. A final draft needs to be completed and available for public review at least 30 days before the hearing. Kathy Connor suggested August 18, 2016 as the date to have the draft completed. Amy T suggested that this draft be placed on the Town's website in addition to posting at the Town Hall, the library, post office, etc. George suggested we may want to consider placing an ad in the "Smart Shopper". Any further edits would be completed and available to the public on September 20, 2016. John also proposed a presentation be made at the Selectmen's Informational Meeting prior to the 2016 March Town Meeting. He will propose this at the Selectmen's meeting on January 12, 2016.

Amy T remarked that we may want to consider inviting appropriate people and/or committees to attend discussion of relevant GPS, such as the Historical Committee, Parks and Recs, Water Company Board members and the Planning Board. This was met with approval. Jim asked the committee if they would welcome Patty McKenna, CEO of Lyman, who would like to sit in on some of our meetings. This was also approved.

The next item was to discuss **Alfred Water District as it relates to Public Facilities and Services GP&S chapter**. Kathy Connor has added a GPS item in response to Lee's suggestion that all Alfred citizens be allowed to vote on Alfred Water District matters and hold positions on their board. All CPC members present were in favor of this change. John will investigate the correct procedure to follow if the Town chooses to move forward with this.

This was followed by discussion of the concept of supporting the creation of a **Revolving Loan Fund** to be used to attract businesses to Alfred. Selectmen George Donovan and Glenn Dochterman were both in favor of the fund and of the opinion that this should be commenced in 2017. It was agreed that since the proposed Revolving Loan Fund would be overseen by the Economic Development Committee and is already recommended as a strategy, nothing further needs to be considered by the CPC.

Means of **communicating items to the public** were discussed. Amy S suggested a small committee of volunteers may be appropriate. John offered to craft language explaining the work of the CPC and the plan thus far. This could be disseminated by means of the Town Report and Town newsletter.

With the goal of adjourning the meeting as scheduled, Amy S proposed CPC members review the next GP&S Chapters that will be covered with Kathy and Paul (Natural Resources and Water Resources) on their own before the next meeting on January 21, 2016.

Guest John Cook brought to the Committees' attention that absentee ballots for the November election need to be available 45 days prior to the election and that additional time is needed to print the ballots. Amy T will address concerns about the timeline with Kathy.

Amy S adjourned the CPC meeting at 8:00 p.m.

Next Meeting: Thursday, January 21st, 2016