

**Minutes
Hampden Town Council
Comprehensive Planning Committee
August 05, 2009 @ 6:30pm**

The meeting of the Hampden Town Council Comprehensive Planning Committee was called to order at 6:33 p.m. on Wednesday, August 05, 2009, at the Hampden Municipal Building by the Chair, Councilor Brann.

Gretchen Heldmann, GIS/IT Specialist
Dean Bennett, Economic Development Specialist
Bob Osborne, Town Planner
Kurt Mathies, Recreation Director
Councilor Tom Brann, Chair
Councilor Janet Hughes
Councilor William Shakespeare
Councilor Shannon Cox
Nancy Chaiyabhat
Don Katnik
Stacy Benjamin, Consultant

1. Approval of Minutes

February and March minutes were available but not voted on.

2. Old Business

No old business.

3. New Business

A. Comp Plan Update

The Chair turned the meeting over to Dean, who summarized where we are and how we got here. Summary is as follows:

Last Meeting:

- We discussed the need to finalize outstanding aspects of the plan and bring Book 2 to be as current as possible, remembering it's a snap shot, not a documentary video.

Since that meeting: That has been done.

- There was a need to ensure that Book One reflected all of the implementation strategies as developed and approved by this committee.

Since that meeting: That has been done.

- We discussed the need to run the plan by SPO to make sure as much as possible as to the consistency of content and direction with the growth management rules, in order to expedite review and a positive consistency finding.

Since that Meeting: That has been done to the extent possible.

- We discussed the need for an acknowledgment page.

Since that Meeting: That has been completed.

- We discussed the desire for pictures within the plan, to be submitted by committee members.

One email was received, so staff (Gretchen) has created a very attractive cover for Book One and Book Two which reflects the essence of Hampden.

The Comprehensive Plan for the Town of Hampden is complete, comprised of two volumes. Book One contains the implementation (the town's direction over the next 5-10 years) and Book Two represents a snap shot in time, a collection of data and analysis from which Book One is based.

The Purpose of Tonight's Meeting

- First: To report to you that the plan has finally come together as a completed document.
- Second: To assure you that nothing has been added or deleted from this plan that has not been created, reviewed and approved by this committee.
- Third: I have asked Stacy for the benefit of all to present to you an overview of what this plan seeks to do and how. How it meets the consistency requirements of the legislation and when and where it exceeds those requirements. This will serve as a reminder to some

and a learning opportunity to others depending on your familiarity with the plan.

Fourth: I would like to outline a timeframe that I have created by which to move forward with the public process and ultimately Council consideration of approval.

Dean then handed the meeting to Stacy, who handed out the Implementation Table, which was a print out from Excel of all the strategies from the plan, which can now be sorted by chapter, timeline, etc. Stacy stated there were over 150 strategies, 50 of which are to be implemented immediately (within 2-3 years). Approximately 34 of the strategies are state minimum required strategies, and are marked as such in the plan. The language on those is pretty vague. Stacy pointed out the highlights of each section, and wanted to stress that anything recorded in the Fiscal Capacity section with regard to the Capital Investment Plan are not things that SPO will expect the town to do – they are not binding. Stacy and Dean commented that one major benefit of having a consistent and stellar comp plan such as ours is that we are able to leverage grant money easier than without a comp plan or one that is not as well formulated. SPO has a list of all available grants that Stacy will get for us, or send us the direct web link to.

Dean then went over the proposed schedule of events and it is as follows:

- Committee acknowledgment/approval of the overall plan tonight. (August 5, 09)
- Establish a timeframe (30-days?) for committee and town department comments to be submitted in writing to the Community and Economic Development Office (CED). (Sept 14, 09)
- CED to provide report on comments received to Council with copy of final draft for their consideration and approval (w/wo) changes. (Sept 09-Oct-09)
- Town to submit (committee/dept/Council) approved plan to State Planning Office (SPO). (Oct-09)
- State review completed and plan deemed consistent by SPO. (Dec-09 Jan-2010)
- Public process to begin with presentation of plan to interested groups and committee's within the community (Jan-Feb 2010)
- Formal public hearing on plan. (March 2010)
- Council Action on Plan (March-April 2010)

Councilor Brann stated the timeline was acceptable, and there was no objection. He indicated that the entire plan should be sent to SPO ASAP for an informal review and there was no objection to that. The schedule will be posted on the website, and there will be other refreshers put on the website, TV channel, etc to remind residents of this on-going process.

4. Public Comment

The entire meeting was a general open discussion among those present with regards to changes to be made to the comp plan.

5. Committee Member Comments

The entire meeting was a general open discussion among those present with regards to changes to be made to the comp plan.

The meeting was adjourned at 8:00pm.

Respectfully submitted,

Gretchen Heldmann
GIS/IT Specialist