

# Comprehensive Plan Implementation Committee

## Minutes for Meeting of February 27, 2024

**Present:** Larry Stafford, Barbara Russell, Alice VanDerwerken, Dick Greenan, Joan Orr, Sandy Shute (via Zoom); Ed Pearl

### 1. Welcome and Introductions

- a. Larry began the meeting with expression of appreciation of all the work that was carried on while he was away (Town logo, inaugural newsletter, Water Quality Committee up and running)

### 2. Old Business

- a. **Water Quality Committee** – Andy Cook has been appointed Chair. Andy Marble and Ed Avery (replacing Andy Marble as CEO after Annual Meeting). The committee is looking at the various local organizations which deal with water quality to establish communications, getting on their email lists and invitations to their meetings. It appears that inefficient/out of date septic systems were thought to be a major cause of phosphorus entering our lakes, the current studies are showing most of the phosphorus is coming from camp roads. Still need to improve outdated septic systems. How can we do this? Perhaps an article in the next newsletter explaining the problem and how to apply for a grant to help defray costs.
- b. **Archeological & Historical Maps** – **Joan reported** that Andy Marble has added the archeological and historical maps reference to the solar and commercial ordinances.
- c. **Committee/Board Application Document** – **Dick reported** that the document has been created, is on the website and is easily managed.
- d. **Warrant Articles** Larry prepared two articles for the selectboard to include in the Town Report:
  - i. **Article 62** – To see if the Town will vote to raise and appropriate \$2000 to publish, print, and mail a town-wide newsletter to residents. Spent \$0.00. **Alice reported** that this amount was reduced to \$1500 as the cost of publishing the newsletter was less than projected.
  - ii. **Article 63**– To see if the Town will vote to raise and appropriate \$8,000 to convert the Town of Rome maps from the current analog format to a more usable digital format. Spent \$0.00. **Larry reported** that any annual updates to the maps would be covered by the Town’s annual dues to KVCog and that the maps will be accessible to the public. **Larry** will prepare a handout to explain the need/use/value of the digitized maps to have available at the Town Meeting.
- e. **Newsletter** – **Alice reported** that the cost for the printing and mailing of the newsletter was about \$300. When the Town approves funding for the newsletter at the Annual Meeting, an account will be created, then Sandy will have Trisha Chaney (Lakefront Real Estate) send the \$500 check for her sponsorship of the first newsletter to the Town, at which point Alice can get reimbursement. The question was asked that if the Town does not approve the funding, should we publish it anyway. The consensus appeared to be “yes”. **Joan prepared a Charter for the Communications/Newsletter Committee**. See attached. **If the Town approves the funding of the newsletter, this should be submitted to the Selectboard for approval.**

- f. **Logo** – **Barbara** will ask Moderator if she can announce the winner of the Logo contest at the Town meeting. She will finish collecting the donations for the prize and will present it to the winner when she returns to Rome in June.
- g. Article to elect a committee member. Larry will remind the Selectboard as to how committee members are elected to CPIC: Three members have rotating 3-year terms. Barbara Russell’s term ends in 2025, Joan Orr’s term ends in 2026, **Larry Stafford has agreed to be re-elected for a new 3-year term, which will end in 2027**. One member from each of three committees are elected from within the respective committee: Budget Committee (Alice VanderWerken), Recreation Committee (Sandy Shute), Planning Board (Dick Greenan). [Larry has spoken with Julie at the Town office who has corrected all copies of the Town Report by hand to reflect the corrections.]

### 3. New Business –

- a. **Emergency Response Plan** – Ed Pearl was invited to the meeting to talk about the Town’s Emergency Action Plan.
  - i. **Does the Town have a Plan?** Ed says he has a copy of the Town’s Plan and can get that to Larry to have it put on the Town’s website. He also said that, in general, if someone has an emergency, to call 911 and the 911 dispatcher will determine the appropriate response team.
  - ii. **How do or can we check on neighbors who are single, shut-in, elderly, etc.?** Currently, Ed says that there is a core group who know just about everyone in town in this situation and the does check in on them regularly in the event of power/phone outages, flooding or other emergencies.
  - iii. **Would it be a good idea to solicit names in the next newsletter of anyone who would like to be added to this list?** Sure.
  - iv. **Ed** will prepare an article for the next newsletter.
  - v. **Election Day issue** – Ed assumes the Moderator would be the person to make a call if there is any threat or disturbance. Alice added that the Selectboard has agreed to have a police presence for the November election. Ed suggested having someone at every election. The question was asked if the new CEO is also a policeman and, if so, could we hire him?
- b. Aboard and committee agendas and meeting minutes – It is felt that we need to get consistent with getting all meeting agendas and minutes from all committees/boards onto the Town website. The website also needs to be improved, to be more user-friendly, more intuitive. Currently, it feels very self-limiting.
- c. Inaugural year for CPIC reflections and goals for next year
  - i. Reflections
    1. Published the Comprehensive Plan
    2. All Town Ordinances are the website
    3. Two Warrant Articles prepared and included in the Town Warrant– Newsletter and Digitized Maps
    4. Three new committees formed – Historical, Water Quality and Newsletter
    5. **Larry** pointed out the number of strategies we have addressed and shares the following metrics: (He suggests the “in process” may be over stated and the “completed” may be understated since the formulation of the Water Quality Committee.)

- a. **Total strategies – 111**
  - b. **Completed – 8**
  - c. **In process – 17**
  - d. **Open (not started) – 86**
- ii. Goals for next year
1. Create an article for the next newsletter
  2. Continue to work on getting a capital plan for the Town – could KVCog give a presentation on the advantages and usefulness of a capital plan
  3. The Comprehensive Plan is to be a living document – should review the Plan to see if we need to propose any modifications. **Joan** will ask KVCog for the updated census data.

**Next Meeting – Tuesday, April 30, 2024, at 5pm at the Community Building**  
Continue review of Comprehensive Plan objectives

## **See Attached Document**

Contact info for Committee members:

Larry Stafford

Email: [Stafford.larry@comcast.net](mailto:Stafford.larry@comcast.net)

Cell: 207-616-8901

Joan Orr

Email: [torr97@roadrunner.com](mailto:torr97@roadrunner.com)

Cell: 207-649-0824

Sandy Shute

Email: [sandyshute@gmail.com](mailto:sandyshute@gmail.com)

Cell: 207-632-5323

Dick Greenan

Email: [dickgreenan@outlook.com](mailto:dickgreenan@outlook.com)

Home: 207-495-9045

Cell: 207-833-1085

Alice VanDerwerken

Phone: 207-397-4214

Barbara Russell

Email: [laughingwaters123@spectrum.net](mailto:laughingwaters123@spectrum.net)

Phone: 207-397-2007