

Comprehensive Plan Committee

Meeting Minutes

Date: 2-11-2026

Time: 6:04 P.M.

Attendees: Peggy Christian Chaired, Jason Lamoreau, Buddy Schott, Bill Stanton, Jan Marks and Allison Tanner with Yvette Meunier as facilitator and “Hank” was a brief guest on Zoom.

Notetaker: Jason

Approval of Minutes: 1-14-26 minutes approved unanimously.

Additional Agenda Items: Meeting etiquette

Election of Officers:

Chair – Jan nominated Peggy, Allison nominated Jason, Jason nominated Allison. Vote was 3 for Peggy, 1 for Jason and 1 for Allison. Peggy elected as chair.

Vice Chair – Jan nominated Jason, no other nominations, unanimous for Jason as Vice Chair.

Secretary – No secretary was elected, the group will continue with the assigned rotation model. Yvette will update the rotation schedule for the next meeting. Jan should be ready to return to the rotation in two months.

Staff Update: Yvette reported that the Town’s application for a \$75,000 CRP grant to hire a consulting firm to help develop an Open Space Plan had been awarded. She has submitted a draft “Request for Proposals” to Nicole to review and hopes to have it available for prospective firms very soon. The hopeful timeline is to have proposals for the committee to review and choose from at the March meeting with work beginning with the chosen firm to begin at the April meeting. Yvette also reported that there have not yet been any applications submitted for the intern position. And the Town received the award of another grant from Coastal Community Grant/Shore and Harbor Planning to investigate and plan fishing and hand carry launch locations in town.

Meeting Etiquette: Peggy expressed dissatisfaction with the etiquette shown by the committee members at the January meeting which proved to be unproductive. The committee was presented with a copy of the “Comprehensive Planning Implementation Committee Working Agreement” document from June of 2025 to review as a reminder of proper meeting etiquette.

Tree Sub-committee Tree Care Plan: Jan explained that the sub-committee worked to expand the previously presented plan with respect to mission, details, resources and tasks. Each member was assigned various components to review. The revised plan was presented to the group and discussion followed around the visual of the plan being more of a request to form a standing committee with the Town than that of an actual plan that could be implemented. Other questions were discussed around whether this was envisioned as a plan to provide general guidance or if it was envisioned as a governing ordinance. Jan stressed the need for a survey of municipal trees as a first step to actually creating a plan. Jan further explained that the survey process will require funding in the form of grants, which require Town staff to work with the committee to acquire. Yvette suggested our committee and the sub-

committee review the Select Board meeting video/minutes from earlier last year when the Select Board discussion/decision was for the group of concerned citizens join the Comprehensive Planning Committee to develop a tree care plan. Jan felt the sub-committee group has enough interest in forming a standing committee, and that it is such an integral part of the process, that they would want to discuss the formation of the committee with the Select Board. The committee decided to support the sub-committee going forward to the Select Board to propose a standing Municipal Tree Care Committee with a unanimous vote.

Review of Habitat Maps from Readfield and Scarborough Open Space Plans: The group reviewed the provided maps and discussed what Habitats should be included on our maps: Significant Ecosystems, High-value Wildlife, Waterfowl, Vernal Pools, Wildlife Corridors, Deer Wintering Areas, Endangered/Threatened Species and Wetlands

Recreation Maps: Group began discussion on what areas of recreation to include maps for and whether to have broad definitions of recreation types or to be more granular. Some maps from Scarborough and South Portland were reviewed for reference. Due to time constraints, the conversation will continue at the next committee meeting.

Future Agenda Items: Recreation Maps

Next meeting: Tree Committee update, review RFPs for consultation firms and choose a firm

Meeting adjourned: 7:34 P.M.

Signed: _____ Date: _____