

**South Berwick Comprehensive Plan Committee**  
**6:00pm October 23, 2023**  
**(Town Hall Basement Meeting)**

**MINUTES**

Raegan Young	SMPDC	ryoung@smpdc.org
Jeff Minihan	Town Council	jminihan@sbmaine.us
Jessica Cyr	Town Council	jcyr@sbmaine.us
Elita Galvin	Committee Member	elita.galvin@gmail.com
Deb Ganster	Committee Member	djganster@yahoo.com
Chris Harris	Committee Member	chrisbharris@gmail.com

Committee Members Not Present: Laura Leber, Denise Clavette, Nora Gibson, Jack Kareckas, Scott McPhedran, Jonathan Donahue, Paul Schumacher (SMPDC)

- Motion by Elita Galvin to accept the September 25, 2023 minutes seconded by Chris Harris. Motion passed 6-0.
- Jessica Cyr appointed to Interim Secretary.
- Housekeeping to understand if a quorum is necessary for this committee to conduct business – accepting minutes and drafts. Spoke about the need for a Vice Chair to step in when the Chair is absent from meetings. This will be added as an item to the next agenda.
- Spoke about meeting schedule – no conflicts for Thanksgiving, meeting will happen on schedule for November 27. December’s meeting will be pushed to January 8 and there will be a normal January meeting on January 29, 2024.
- Recommend draft for Housing and Land Use chapters to extend an invitation to Planning Board members for their input.
- Goals, Policies & Strategies Review – Housing
  - Will keep the “review policy on tax foreclosed properties” even though it may be minimal for South Berwick.
  - Housing Trust Fund is a municipal fund vs. housing trust which functions similar to a land trust. Edit fourth strategy to read: ~~Create~~ **Explore the feasibility of creating** a housing trust fund to be used as seed money or gap funding for workforce housing developments in town.
  - Edit to include: Maintain, enact or amend growth area land use regulations **in suitable zones** to increase density, decrease lot size, setbacks and road widths, or provide incentives such as density bonuses, to encourage the development of affordable/workforce housing. ★
  - Include a note about reflecting State goals into the strategies, “being consistent with housing construction goals”.
  - Include the definition of HUD in this strategy: Consider implementing a provision in the subdivision ordinance which requires that a percentage of all new residential dwellings within a subdivision of 10 or more units, be affordable to low- and moderate-income families.
  - Include: Consider the need for congregate care and ...make recommendations
  - Ordinance 140 reflects mobile homes on the second page of Table A so the draft strategy pertaining to mobile homes.
- Goals, Policies & Strategies Review – Natural Resources

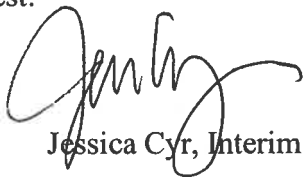
- Spoke about the need for public outreach. Combine these two strategies:  
*Through the Town newsletter and Assessing office, communicate to residents the benefits available in landowner preservation options (tree growth, open space and easements)*

*Distribute or make available information to those living in or near critical or important natural resources about current use tax programs and applicable local, state, or federal regulations.*

- Include the Town Council as a responsible party to provide the Conservation Commission resources to communicate information.
- Add communications plan as some of the strategies. May be added to the public facilities chapter.
- Moving the remainder of the Natural Resources chapter to next month.
- State Consistency Memo will be brought forward to Denise.
- Chris Harris motioned to adjourn at 7:41, seconded by Elita Galvin. Motion passed unanimously.

*Meeting adjourned at 7:41pm.*

Attest:



Jessica Cyr, Interim Secretary