

**South Berwick Comprehensive Plan Committee
6:00pm September 25, 2023
(Town Hall Basement Meeting)**

MINUTES

Raegan Young	SMPDC	ryoung@smpdc.org
Denise Clavette	Economic Developer	dclavette@sbmaine.us
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	chrisharris@gmail.com

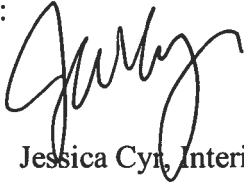
Committee Members Not Present: Laura Leber, Nora Gibson, Jack Kareckas, Scott McPhedran, Jonathan Donahue, Paul Schumacher (SMPDC)

- Motion by Elita Galvin to accept the August 25, 2023 minutes seconded by Deb Ganster. Motion passed 6-0.
- Jessica Cyr appointed to Interim Secretary.
- Goals, Policies & Strategies Review – Public Facilities & Services
 - Public Facilities & Services: highlighted areas need to be built out. The first highlighted areas address concerns at the transfer station. Add: Monitor regional needs and costs to South Berwick and explore regional opportunities.
 - Denise notes that there is no staff in charge of facilities. Asks to insert it into the first paragraph to consider capacity and increase staff. Generalized “add resources” as it is the most glaring under the first strategy.
 - Discussion regarding environmental concerns regarding sea level and climate change for the SBSD. Add: Meet with SBSD and SBWD officials on a regular basis to consider facility needs, water quality, so on.
 - Add a strategy regarding PFAS under the SBSD.
- Goals, Policies & Strategies Review – Fiscal Capacity
 - Discussed the need to have the Finance Director and Town Manager weigh in on goals.
 - South Berwick does a good job defining the Capital Improvements Plan (CIP).
 - Add Economic Development Director as a responsible party for: Stay updated on new federal and state grant programs that would be suitable for community projects and needs.
 - Impact fees – what are the areas that need to be improved with development? Policing, education, parks, so on.
- Consistency Checklist Overview: State Consistency self-assessment checklist to understand where we are at with our planning. The future land use plan will be the focus of the DACF office. Analysis requirements vary. The committee agrees to go before the Town Council to provide an update on our progress and ask for the Town Council’s check-off on moving forward with consistency.
- Future Public Engagement? What is the purpose? Is it a status report? We owe the public an update in a consumable way. Feedback would be before we produce a final draft for a public hearing. Pull together policies and strategies for a January timeframe. Will add to a future agenda for us to work on.

- The committee received feedback in the focus groups, but the committee needs to determine a way to receive feedback regarding the public engagement with a final draft.
- Chris Harris motioned to adjourn at 7:35, seconded by Deb Ganster. Motion passed unanimously.

Meeting adjourned at 7:35pm.

Attest:



Jessica Cyl, Interim Secretary