

## Minutes of the Kittery Comprehensive Plan Committee meeting for 1/20/16

Meeting called to order at 6:04 p.m.; Present were:

### Members of the committee:

Russell White, Chair  
Tom Hibschanman  
Debbie Driscoll  
Terry Gagner  
Tom Emerson  
Craig Wilson

### Absent committee members were:

Holly Zurer  
Kim Bedard  
Brett Costa  
Peter Whitman

### Interested members of the public:

Sarah Simpson  
Steve Kosacz

### Community Circle Consulting Team Members:

Daphne Politis  
Martha Lyon  
Eric Halvorsen

Town Staff: Chris DiMatteo, Town Planner

Agenda Item 1. - Update on Committee Membership - Peter Whitman and Holly Zurer were added to the Committee Membership. Craig Wilson will be the BOA representative, and it is unsure if Brett Costa would like to remain on the Committee as a citizen rep.

This item was discussed and additional topic area liaisons were added and suggested, both from committee membership and members of the public. See these minutes (above) for the list of committee membership as of the date of the 1/20/16 meeting, and the updated list is posted at the co-urbanize website (<http://courbanize.com/kittery-comprehensive-plan>).

Also discussed was the addition of “friends” to the Committee, and a list of suggested “friends” will be attached to these minutes as attachment #1. Please note that this list is a work in progress and the list attached has been added to, corrected and revised since the date of the meeting on 1/20/16 through date of preparation of these minutes. The role of the friends

would be to assist in topic areas, outreach, and to lend their expertise to the project in any other way appropriate.

## Agenda Item 2. - Public Participation / Engagement.

Branding - the logo design and wording was presented and discussed. This needs to be finalized as soon as possible so it can be used on publicity materials.

Public Participation and Outreach Plan - Discussed what worked and has been used in the past, as well as examples of when town issues have increased public participation (Mixed Use Zone, Foreside Forum). Types of public participation proposed now are: social media, Co-Urbanize Website, one to one meetings with Town committee members and department heads, and public forums (3 are proposed).

Prep/Outreach for Public Forum #1 - Scheduling of the first public form was discussed and tentatively set for March 12 from 10-12 at the Kittery Community Center. Also discussed were the possibility of daycare for the event as well as food arrangements for the event. Identification of groups and stakeholders was discussed, along with strategies to reach out to all groups in town (elders, schoolchildren, young families, those without internet access, etc.).

## Agenda Item 3. - Inventory of Existing Resources

Review of Existing Documents: The consultant group reported that it had copies of previous work and documents of the committee for review and incorporation into this plan.

Setting up Leadership interviews: Leadership interviews are being set up. These will include department and committee heads, both Town employees and staff as well as volunteers on committees and boards.

Working groups: the list of topic areas and working groups associated with topic areas was discussed and added to. Each topic area includes one or more Lead Consultant Team Member, one or more Comprehensive Plan Committee Liason, and other interested citizens. The working groups list is a work in progress and may change or be added to throughout the year, and the current list will be attached to these minutes and/or posted at the co-urbanize website -- <http://courbanize.com/kittery-comprehensive-plan>.

Agenda Item 4. - Housekeeping/Next Steps. The meeting wrapped up with review of upcoming meeting dates (the committee will meet monthly on the third Wednesday of the month at 6 p.m. in Town Hall through December 2016. This schedule will apply unless the time and/or date of one or more meetings is changed with adequate notice. The next meeting is February 17, 2016 at 6 p.m.). Other housekeeping items were briefly discussed.

The meeting was adjourned at 8:06 p.m.

these minutes were taken by Russell White

ATTACHMENT #1 TO MINUTES OF 1/20/16 CPUC MEETING

**FRIENDS OF KITTERY COMPREHENSIVE PLAN UPDATE COMMITTEE (CPUC)**

**Revised 2/17**

Deane Rykerson

Michael Landgarten

Charlie Simpson

Sara Simpson

Bob Shepard

Stephen Kosasc

Debbie Ronnquist

**Architects:**

Brian & Jan Rodonets, Coastal Architects

**Associations:**

Karen Kalmar, Friends of Brave Boat Harbor

Steve Kehl, Brave Boat Harbor Association

Sam Reid, Wood Island Life Saving Association

Melissa Paly, Maine Island Trail Association

**Education:**

Susan Hackett Johnson

Expanded Learning Opportunities Coordinator, Grant Coordinator at Traip Academy

Drew Pearson

Kent Allyn

Dave Kaselauskas

Christine Bennett

**Transportation:**

Jan Walsh, Fair Tide Larry Flor, Footprints Food Pantry

Steve Kosacz, Autoworks

Janice Grady, KCC

**Town wide Memorials:**

Gary Beers

Thresher Memorial (Kittery Maine Improvement Foundation, KMIF board members: George Dow, Judith Spiller, Duncan McEachern

D. Allen Kerr, Fort Foster educational memorial & historical markers

Tom Hibschan, Fort Foster, John Paul Jones Park "Scarifices of War" bronze restoration & Graham Alvord documentary video

**Arts:**

Dean Gallant, Kittery Art Association

Buoy Gallery and ARQ Architects

Holly Elkins, Art on the Hill

Rosaamond Thaxter Foundation [www.rosamondthaxterfoundation.org](http://www.rosamondthaxterfoundation.org)

**Route One:**

David Koorits Co-Founder GoodTo-Go [www.good.to-go.com](http://www.good.to-go.com) 451-9060

**Foreside:**

Ben Lord, Co-owner of BlackBirch Kitchen 703-2294

[eat@theblackbirch.com](mailto:eat@theblackbirch.com)

**Historical:**

Dave Kaselauskas

Graham Alvord, age 99 D-day Vet

John Heintz, Museums of Old York

Kittery Naval & Historical Museum

Wood Island Life Saving Association WILSSA

Rosaamond Thaxter Foundation [www.rosamondthaxterfoundation.org](http://www.rosamondthaxterfoundation.org)

**Tourism:**

Marcia Peverly

Manager Kittery Visitor Information Center I-95 & US Rt. 1

Alice & Dick Emory

**Wildlife:**

Christine Bennett, Kittery Land Trust

Ward Fuert, Kate O'Brien & David Tibbetts, Rachel Carson National Wildlife Refuge at Brave Boat Harbor

**Waterways:**

Kent Allyn

Melissa Paly

Dave Kaselauskas

Steve Kosacz

**Stakeholder Notes/Typos to Daphne 2/17**

Under **Social Clubs:** Lions not Lyons spelling Add: Grumpy Old Men's Club

**Dog Walkers** Add: Seapoint Beach

**Artists:**

Add: Deane Diggins to Dance Hall with Drinka Overton

Debbie Ronnquist, founder of Fair Tide, Just Us Chickens & Fabulous Find

David Pratt, David Prat Framer

Remove Creative Mornings & move to Social Media

**Bulletin Boards:** Add: Carl's Meat Market, David Pratt Framer, Terra Cotta Pasta,

Fabulous Find, Frisbees/Enoteca Market , Kittery Point Post Office

**Newspaper Readers:** Add: Fosters Daily Democrat, Sentinal, NH Gazette

Tourist News (in season)

**Radio Listeners:** Add: Portsmouth Public Radio, WUNH Radio

**Land Trust:** Add: Christine Bennett, Kittery Land Trust

**Social Media:** Add: Creative Mornings

**Seeking confirmation to be a friend:**

Brian Gruhn, First Congregational Church

Brad Hirst, Second Congregation Church

Linda Hirst, Interim

Paul & Lucy Benachi, ARQ Architects

Susan & Bill Hamilton, Phineas Press

Peter Randall, Randall Publishing

Marci Philbrook, Fabulous Find

Jean Kerr & Bud Fisher, Publisher & Seapoint Beach residents with dog walker support