



TOWN OF WELLS, MAINE

COMPREHENSIVE PLAN UPDATE COMMITTEE

Meeting Agenda

Thursday, February 20, 2020, 6:00 P.M.

Wells Town Hall

208 Sanford Road

6:00 PM CALL TO ORDER & DETERMINATION OF QUORUM

I. Welcome

- Chairperson: Ina Toth
- Introductions – name plates on order
- CPUC to decide on what a quorum shall consist of. Typically an 11 member group would need a minimum of 6 members to conduct a meeting.

MINUTES

I. January 30, 2020 Draft Meeting Minutes

Review and Approval

DOCUMENTS:

[CPUC 01-03-20.PDF](#)

OPEN TO THE PUBLIC (MAXIMUM 10 MINUTES AND MAXIMUM 3 MINUTES PER PERSON)

PUBLIC HEARING(S)

CPUC BUSINESS

- I. **Policy Issue to Determine: Communications – Freedom of Information Act**
- II. **Policy Issue to Determine: Public Meeting Law – Chris Chase request & answer**
- III. **Policy Issue to Determine: Committee Procedures**

- Review and Adopt Meeting Calendar
- Meeting deadline for materials – Friday before the meeting? (6 days prior to meeting)
- Material distribution –e-mails, email with link to agenda/materials? Hard copies? Pick up at Town manager's Office or PD?
- Policy on no additional materials after Friday except for public comments? Public comments could be e-mailed when they come in and hard copies provided at the meeting.
- Policy on requests for information from the public
- Other related policies

DOCUMENTS:

[2020 MEETING CALENDAR DRAFT W CPUC ADDED 01-31-20.PDF](#)

REVIEW & WORKSHOP

- I. **CPUC member comments on assignment of reading both the 2005 Comprehensive Plan Update and the 2016 Strategic Plan.**
- II. **CPUC to consider what approach to updating the 2005 Plan is to be followed:**
 - Create a potential list of information which is desired
 - Perform a page by page review of the 2005 Plan or take Committee comments section by section
 - Consider what sections of the 2016 Plan might be able to be incorporated.
- III. **Survey Consideration and process**
 - Copy of previous survey questions
 - Nonbinding ballot questions at Town Meeting in June?
 - Survey Monkey? Hard copy survey results

DOCUMENTS:

[COMP PLAN SURVEY FINAL 2-12-16.PDF](#)
[WELLS COMP PLAN SURVEY FINAL 2014.PDF](#)

IV. Update on the RFP for Consultant Services

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