



TOWN OF WELLS, MAINE

COMPREHENSIVE PLAN UPDATE COMMITTEE

Meeting Minutes
Thursday, March 4, 2021, 6:30 P.M.
Zoom Meeting

6:30 PM CALL TO ORDER & DETERMINATION OF QUORUM

A quorum being present, Dave MacKenzie called to order the meeting of the Comprehensive Plan Update Committee (CPUC) at 6:30 p.m. on Thursday, March 4, 2021, via Zoom. The purpose of the meeting was to approve the recommendation for selection of the company to provide support to the CPUC.

Those present were Committee Members Chris Chase, Carol DesJardins, Tim Gowan, Linda Grenfell, Steve Koeninger, Dave MacKenzie, Jon Moody, Martin Morse, Richard Robertson, James Smith, Jason Vennard. Also in attendance were Larissa Crockett, Town Manager; Mike Livingston, Planning and Development Department; Sean Roche, Selectman Liaison; John MacLeod, Selectman Liaison; and Jodine Adams, Code Enforcement Department.

Larissa Crockett, Mike Livingston and Sean Roche were the interviewers of the two companies being considered, Resilience Planning and Design (Resiliency) and TJD & A. Sean Roche gave an overview of the interviews. He felt both were highly qualified, had good references, and was impressed by both presentations. Resiliency was stronger, with good visuals, which are necessary in these virtual times. Larissa Crockett added that Resiliency had a deep bench with people who the Town has already worked with. Two core people are Wells residents, both on the coast and inland. Mike Livingston expressed that Resiliency seemed to have a facilitator type of personality and felt they were the best choice. They have a good support team with experience in coastal resiliency. Resiliency's proposal was \$67,000 vs. \$105,000 from TJD&A.

James Smith asked what impressed interviewers. Larissa Crockett stated Resiliency had worked with towns of a similar nature. Wolfeboro, which is a waterfront and tourist community; Hampton, NH, with its coastal and inland community along the 95 Corridor; Ogunquit and Old Orchard Beach. All of which are good comparatives. They have good experience with implementation, and their responses were sincere in knowing how to work with community challenges and emotions, and understand the community has strong opinions. They have successfully dealt with that and have good experience with educating community members. They have good online support, and will be using the Town's website along with other online platforms.

1 Per the proposal, the process will be five steps. There will be at least one person at every
2 meeting and the one point person is the head of the company. They have a lot of knowledge, a
3 PhD and Economist, highly qualified people, and depth in the team. Richard Richardson asked
4 how they will get from Point A to Point B, and what the role of the CPUC Committee will be.
5 This will be defined during the first Committee meeting with the company, determining what
6 will be expected from us and us of them.

7
8 Linda Grenfell asked if at the interview there were any indications of areas that might be
9 challenging or questionable. Larissa Crockett feels it will be a good partnership. They have
10 technical expertise, and experience with working with communities and working with
11 committees. She didn't have any alarm bells go off in the interview.

12
13 Mike Livingston added they had developed a way of doing virtual meeting rooms during Covid,
14 and are looking at creating separate websites, and attending town events where they can meet
15 with the public.

16
17 Richard Richardson asked if they have expertise in geo-technical and engineering, referring to a
18 bridge across to the harbor, and Mile Road and Route 1 expansion. Do they have the knowledge
19 of infrastructure?

20
21 Mike Livingston explained those types of engineering implementations are out of the scope of
22 the Committee. The Committee is not charged with implementing a new plan; the charge is
23 updating the 2005 plan. Richard Richardson feels there will be a need for a new plan.

24
25 Chris Chase added we need to put trust in the people who have the time and the knowledge to
26 assist the Committee. We have to rely on their expert opinions because they have done this
27 before. He also noted the DEP won't allow Mile Road to get wider and the DEP won't allow a
28 harbor bridge.

29
30 Larissa Crockett stated the company has employees with the capacity for engineering and
31 technical know-how as part of their team to address any questions from the Committee.

32
33 James Smith asked how we go forward. Sean Roche read the schedule from the proposal. They
34 will start this spring to meet with the Committee and figure out the goals, followed by monthly
35 meetings through 2021 and the first half of 2022. The first nine months will be data collection
36 and inventory. There will be a broader update outside of the monthly meetings after the data
37 collection. Community forums will begin in month three with interested community members,
38 reaching out through local events. After meeting goals and strategies, a plan will be about a year
39 out, and a finalization and presentation to Boards about 18 months out.

40
41 When asked if Larissa Crockett had any reservations on the company she replied it was a very
42 solid interview and the choice was very clear. When asked about when the meetings will start
43 she said if the company is approved at this meeting and the proposal gets signed shortly, perhaps
44 the first meeting could be the third Thursday of this month.

45
46 Linda Grenfell expressed that the Committee needs to learn the process and how the town works.
47 It will be difficult, and we have to learn how to negotiate through this process. The professionals

1 know how to open up conversations, and we can all learn skills on how to speak and respond
2 when we disagree. Transparency and openness is important.

3
4 Richard Robertson noted this may be a burden on the town's employees and asked if additional
5 personnel will be needed in the departments, and can the employees continue to service the
6 Town's needs during the process.

7
8 Mike Livingston expects to devote a lot of time on existing ordinances and what's been going on
9 in the town the last 10 years, and that's to be expected.

10
11 Larissa Crockett added the company already has data collection on coastal resiliency and
12 ordinances, and they are already familiar with the Town of Wells. There will be a demand on
13 staff, but we will get through it. We are only allowed to look at the 2005 plan and update that
14 within strict parameters.

15
16 Chris Chase also has full confidence in staff. And the town has resources and knowledge to
17 make it happen.

18
19 Sean Roche noted that 50% of the cost is in data collection and analysis.

20
21 James Smith expressed that he wished more Committee members had been present for the
22 interviews.

23
24 Linda Grenfell added that process is important, as is transparency and openness, and
25 representation.

26
27 Committee monthly meetings will be the third Thursday of each month.

28
29
30 **MOTION**

31 Chris Chase made the motion to move forward with the recommendation to engage Resilience
32 Planning and Design. Motion seconded by Steve Koeninger. **PASSED** unanimously with a Roll
33 Call Vote.

34
35 ROLL CALL VOTE TO ACCEPT MOTION:

36

Committee Member	Accept	Decline
Chris Chase	x	
Carol DesJardins	x	
Tim Gowan	x	
Linda Grenfell	x	
Steve Koeninger	x	
Dave MacKenzie	x	
Jon Moody	x	
Richard Robertson	x	
James Smith	x	
Jason Vennard	x	

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ADJOURN

MOTION

Chris Chase motioned for the meeting to be adjourned. Motion seconded by James Smith.
PASSED unanimously.

Meeting adjourned at 7:15 p.m. No date has been set for next meeting.

MINUTES APPROVED _____, 2021.

ACCEPTED BY:

Carol DesJardins, Recording Secretary

Dave MacKenzie, Chairperson

