

1 straightforward way to proceed, and thanked Ms. Freedman-White for her continuing
2 willingness to take on more responsibility.
3

4 Mr. Householder suggested that the Committee consider requesting funding to
5 compensate Ms. Freedman-White for her time and expenses; all members agreed that her
6 efforts, in addition to being much appreciated, were above and beyond that of the volunteer
7 work she originally offered to do. Ms. Freedman-White graciously declined the offer, saying
8 that she considered serving the Town in this capacity as part of her obligation as a citizen to
9 give back to the community.
10

11 The Committee also discussed asking the Select Board to provide a laptop like the ones
12 they had recently approved for their personal use, for Ms. Freedman-White's use during this
13 project. In addition to making her work somewhat easier, the laptop would serve as a record
14 repository for use during the revision to the Plan in 2025. Mr. MacLean wondered if the main
15 purpose of the laptop was to serve as a place to maintain the Comp Plan record, if a less
16 expensive alternative could be found. The CEO informed the Committee that he had recently
17 opened a "cloud" account to provide storage for some of his office's records; he can create a
18 folder for all of the Comp Plan documents, memos, minutes and other files, and they can be
19 securely stored there for easy access at no cost.
20

21 After further comments by Board members regarding finding some kind of
22 compensation for Ms. Freedman-White's work, Ms. MacKinnon recommended that the Board
23 respect Ms. Freedman-White's wishes; there was no further discussion.
24

25 **3. CHAPTER WORKING GROUPS:**

26
27 Ms. Freedman-provided an update on the Chapter Working Groups upcoming meetings:
28 *History and Historic Resources Chapters:*
29

30 Ms. Freedman-White and Mr. Householder will meet with Chris Glass at 10 am on January 7,
31 at Ms. Freedman-White's home.
32

33 Ms. Freedman-White and Mr. Householder will meet with Barrie Pribyl representing the
34 Downtown Business Group at 9:30 am on Tuesday, January 8, at Ms. Freedman-White's home.
35 (Historic Resources Chapter only)
36

37 Ms. Freedman-White and Mr. Householder will meet with Development Director Brian
38 Hodges in his office at 3 pm on Wednesday, January 9. (Historic Resources Chapter only)
39

40 The Opera House Committee and the Opera House staff will meet with Ms. Freedman-White,
41 Mr. Lindsley, and Mr. Householder on Monday, January 14 at 5 pm. (Historic Resources Chapter
42 only)
43

44 The Historic Resources Committee will meeting on Tuesday, January 22 at 4 pm in the WSCR;
45 Mr. Householder will attend.
46

1 *Natural Resources and Natural Opportunities and Constraints Chapters:*

2
3 Ms. Freedman-White and Ms. MacKinnon will meet with Scott Dickerson of Coastal
4 Mountains Land Trust on Friday, January 4 at 10 am.

5 The Conservation Commission will meet on Wednesday, January 9 at 7 pm in the WSCR; Mr.
6 Sargent will attend.

7
8 Ms. Freedman-White will meet with Town Tree Warden, Bart Wood, on Thursday, January 10
9 at 9 am at his home.

10
11 Ms. Freedman-White and Ms. MacKinnon will meet with Steve Pixley, representing the
12 Hosmer Pond Association, on Friday, January 11, at 10 am at the Town Office.

13
14 The Camden Garden Club is meeting on Tuesday, January 22 at 9 am at Merryspring Park; Ms.
15 Freedman-White will be given an opportunity to speak to the members about the Plan.

16
17 Ms. Freedman-White will send emails to all members of the Committee updating them on any
18 changes to times or places, or of any new meetings.

19
20 Ms. Freedman-White met with the Assessor, and he is very interested in his role in the process.
21 He has access to records that provide a great deal of information on the historic buildings in Town,
22 and can be a resource in this regard.

23
24 **3. GATHERING DATA:**

25
26 The CEO had done some initial research and found there were still documents available from
27 the Department of Economic Development that had been generated by the former State Planning
28 Office's Economics and Demographics Program. Mr. Wilson distributed information on population
29 estimates and housing stock that will be needed when those chapters are ready to work. Mr. Sargent
30 asked Mr. Wilson what level of confidence he had that his office could generate the estimates and
31 projections necessary to complete this work; Mr. Wilson is confident that they can gather the data, but
32 stated that he thought they would need help analyzing the information and making projections – they
33 may need an outside consultant to complete that portion of the work. He would also like a second set
34 of eyes to review the information and the rough estimates his office will compile.

35
36 Mr. Wilson believes the biggest hole in gathering information will be in putting together
37 quality maps; they cannot use the maps generated for the current plan because they are of such poor
38 quality they cannot be reproduced. They can generate some of them, but not all, and there will be a
39 minor expense involved in putting those together.

40
41 Mr. Sargent suggested that Lachman and Associates may be considered for reviewing some of
42 the work once it has been amassed and making final adjustments. They gathered data for the
43 Downtown Plan, and may have enough awareness of the specifics that they could more easily review
44 the chapters than someone starting from scratch.

45
46 **4. COMPREHENSIVE PLAN EXPENSES:**

1
2 The CEO found a listing of expenses for the current plan, and the Committee reviewed each
3 item and discussed how they might apply to this round of revisions. They suggested revisions to the
4 following items:

5 Invoiced Expenses:

- 6 • Reducing the amount paid for a consultant to gather data for the Population & Economy
7 Chapter since much of the work will be done in house from \$3500 to \$2500
- 8 • Mr. Wilson will get an estimate for providing the necessary maps; an estimate on the cost of
9 mapping the storm drains (Mr. Wilson believes much of this information has already been
10 updated by Ross Parker); an estimate on providing maps of the harbor (Prock Engineering is
11 dredging now for the second time since the last Plan, and they may have to have provided that
12 information during the permitting process.)
- 13 • The figures for GIS training and a new plotter can be removed from anticipated costs because
14 no training is needed, and a new plotter is budgeted for the office already to address needs
15 outside of the Comp Plan
- 16 • The CEO should include a total of \$500 for miscellaneous items

17 Town Expenses:

- 18 • The CEO was asked to come up with current costs using this list as a general guide

19
20 → A revised cost estimate will be made available for discussion at the January 17 meeting

21
22 There being no further business before the Committee, they adjourned at 6:50 pm.

23
24 Respectfully submitted,

25
26 Jeanne Hollingsworth, Recording Secretary