

Pownal Economic Development and Sustainability Committee

~ Agenda – January 24, 2024 ~

3:30 p.m.

1. Review minutes of January 8, 2024
2. Review version 2 (dated 01.16.2024) Town of Pownal Village District Vision Plan

Draft

**Pownal Economic Sustainability and Development Committee
January 8, 2024
Meeting Minutes**

Present: John Libby, Paul Schumann, Tom Ursia (Town Planner), Susan Peters (Chair)
Excused: Andy O'Brien (Select Board Liaison), Pat Hodgdon (Secretary)

Call to order – 3:30 p.m.

A motion was made by Paul Shumann and seconded by John Libby to approve minutes of December 6, 2023. Motion passed.

Updates to the “Implementation Plan” were reviewed and accepted. It was decided to alphabetize the list.

GPCOG – Tom volunteered to pick up hard copies at GPCOG’s office. Susan to reach out to Matt to:

- Confirm he or someone else will be there to meet Tom
- Provide hard copies of Plan
- Provide hard copies of actual visioning session results as well as survey results.

It was decided the committee would add an extra meeting which was scheduled for January 24. Committee members to share thoughts on v2 of the Visions Plan. We will invite Mat Panfill to attend meeting on February 7th at 3:30.

Andy and Paul to meet regarding write-up for water issue.

Reviewed Tom’s TIFF map

Discussed Bradbury Mountain State Park

Meeting adjourned – 5:00 p.m.

Respectfully submitted,

Susan Peters

Key

EDS – Economic Development and Sustainability Committee

MDO – Maine Department of _____

PB – Planning Board

SB – Select Board

TP – Town Planner

TS – Town Staff

Action Items	Priority	Estimated Months to Complete	Action Lead	Potential Funding Sources
Community Engagement	Very High	Ongoing	TS/All Boards and Committees	
Design Review Board – Consider creating	Low	12-18	PB	
Farmer’s Market - Research feasibility	Moderate	6-12	TP	
Form-Based Codes - Research	Very Low	18-36	TS/EDS/PB	
Guidelines or standards - Design	Moderate	12-18	PB/TD	
Impact Fee Ordinance - High	High	1-3	SB	
Land Use Ordinance - Review changes from GPCOG	High	3-6	PB	
Land Use Ordinance - update to comply with LD 2003	High	3-6	TP\PB	MDO Economic Development Housing Opportunity Program
MDO Transportation Village Partnership Initiative – Apply for	Low	3-6	TS/TP	
National Register of Historic Places – Mallett Hall		COMPLETE		
Parking Strategies (Shared) - Develop	Very Low	12-26	TP/PB	
Public Gathering Spaces – Identify potential	Low	3	EDS	
Public spaces - Review accessibility of all	Low	3	TS	
Tax Increment Financing - Consider for Village District or Village Core	Moderate	12-18	SB/EDS/TIF Consultant	
Village District Web-Page	Low	3	IT	
Village Plan - Commence Phase Two	Very High	1-2	EDS TP	
Water Capacity Development Grant – Apply in 2024	Very High	1-3	TP SB	MDO Health and Human Services

**Pownal Economic Sustainability and Development Committee
December 6, 2023 Meeting Minutes**

Present – Susan Briggs Peters, Chairperson, Pat Hodgdon, Secretary, John Libby, Paul Schumann, Tom Ursia, Town Planner, Andy O'Brien

Called to order - 6:00

A motion was requested to accept the minutes from November, 2023 with correction of Paul's name and addition of adjournment time. Paul moved and John seconded.

Susan asked to go over the draft Village District Plan presented by GPCOG:

There was discussion and comments concerning organization of data, source for statistical data, definitions of terms used such as "seasonal home", "mobile homes" and "essential services." The general feel of the draft by committee members was that it was lacking guidance on how to move forward.

Tom made the following comments:

- From a planning perspective, the Plan is not strategic and does not provide a path forward.
- Water as a facility has not been addressed sufficiently. Water is important as you can't have a village plan without a water infrastructure. Tom offered to assist GPCOG with crafting the plan section about water.
- The plan omits the big facilities. Walkways and bike ways are not as important and part of a long range plan. The emphasis should be on how do we get the job done. Implementation strategy is the most important part. We should ask where Matt is with the implantation strategy.
- Tom offered a quick rendition of a village core drawn along property lines versus a drawn circle which would cross property lines and create problems down the road for the town.

Andy brings up that the minimum lot size would not be suitable if the lot is on a well.

Tom and John discussed adding a section on why the plan is necessary stemming from the town survey of residents.

At 6:56 – Matt Panfil joins the committee:

Matt asked about TIF district – looking for clarification.

Andy says the town is going to TIF the improvements already in progress – Estabrooks, and the Village will come later. Tom clarified that TIF is not a consideration at this time and Matt doesn't have to push the delivery time for the TIF. Still looking at final draft in early Jan.

A rendering and implementation strategy are missing according to Tom. It seems that we don't have the last 4 pages of the draft plan. Matt supplied those.

Matt clarified:

- that "mobile homes" does not include manufactured homes
- statistical data came from the 2020 census. Tom asked that data sources be added.
- Seasonal homes are from the census and includes anyone whose Maine home isn't their primary.
- Essential services is defined in the land use regs. Matt will make this reference in the doc.

Andy asks about source of lot sizes. Matt researched neighboring communities. 20k is minimum size if you have septic and is a common standard assuming there is on-site well and septic.

Discussion ensued regarding minimum lot size regarding multi-unit housing and density and how that relates to a water system to serve the village core. Addressing the water system will also help the Future Facilities dept for plans for a new fire department/municipal services building.

Tom asked if Matt could take the opinions gathered from the public and create a rendering. Matt also offered to create a rendering of the village core with different densities.

Discussion ensued about bike and walking paths and the general consensus was that this isn't all that important at this time.

Tom suggests incentive zoning – partnerships to aid in sharing of building infrastructure costs – public/private partnership.

Discussion ensued about the importance of a water plan and how determining the caliber of water supply affects the village plan. Tom offered to investigate how much it would cost and what's involved in having an assessment of available water in the village core. Susan asked for a motion. Paul moved to allow the town planner to investigate the cost of an engineering plan. John seconded the motion.

Next committee meeting will be Wed at 3:30. Tom suggested we go over in detail the four additional pages Matt produced at the meeting.

Adjourned – 8:40 pm

Respectfully submitted by Pat Hodgdon, Secretary