

Minutes

Kingfield Comprehensive Plan Committee Meeting

February 11, 2026

1. Call to Order: Gilly Hitchcock, 4:30 PM

2. Review and approval of previous meeting minutes

Motion: MaryAnn

Second: Steph

3. Executive summaries for topic areas & report cards

- Move *why this matters* to the top
- Add-in who is responsible
- Use strategies with defined responsibility and timeframe in the scorecard
- Include a description that all “The plan needs to be reviewed yearly”
- Budget considerations/mid-year check-in opposite of budget season to allow for long-term planning initiatives to be built into the budget and yearly priorities
- Budget committee/SB combined meeting should be replicated for the comprehensive plan
- Refine executive summaries to be high level and no longer than 2 pages maximum
- Erica to work with MaryAnn and Betty to refine the summaries for housing, water resources, natural resources, and population and demographics to share with the committee at the April 8th meeting

4. Finalization of Vision Statement for public engagement session

“To maintain small town character, to support local business, to sustain natural resources and scenic beauty, and to prioritize community safety and wellbeing.”

Motion: Steph

Second: Polly

5. Select date for public engagement session

Rough Agenda

- a. Overview, what is a comprehensive plan and why?
- b. Survey results

- c. Updates to vision statement
- d. Based on vision statement, we have created executive summaries for each chapter and recommendations for implementation
- e. We created scorecards to assist in tracking implementation

Date to be scheduled for the end of April after Erica and Leanna discuss

6. Next Meeting Date

Cancel March Meeting

April 8, 2026 @ 4:30 PM.

7. Adjourn

Motion: MaryAnn

Second: Steph