

AGENDA

Kingfield Comprehensive Plan Committee Meeting

April 8, 2026

4:30 PM – 5:30 PM

1. Call to Order

Gilly Hitchcock

2. Review and approval of previous meeting minutes

Motion: Mary Ann

Second: Betty

3. Public Engagement Session

- The committee discussed pushing the engagement session back to allow for more time to complete chapter work. It was discussed that we would like residents to feel they were involved throughout the process, though we would like to refine materials prior to bringing them before the public
- The chapters we plan to present at the engagement session are:
 - **Population & demographics**
 - **Economy**
 - **Housing**
 - **Natural Resources**
 - **Water Resources**
- We would like to have a one-page document detailing the key findings for each topic area for participants to review
 - It was also discussed that we would like to use posterboards to solicit comments from participants to get their feedback on:
 - What we've prepared thus far (key findings from topic areas)
 - The Vision Statement
 - Use key questions such as, "what should we prioritize in bringing together the comprehensive plan" to influence participation
- During the engagement session, we plan to present the following:
 - VERY briefly review what a comprehensive plan is
 - Provide an overview of the survey findings
 - Discuss "how we got here" as far as chapter materials and recommendations go.
 - Review one-pagers for each topic area and ask for feedback and thoughts
 - Open to an open comment session to allow for discussion of specific items, such as the vision statement.
 - Coordination of meeting and date to be further discussed upon completion and group review of executive summaries and scorecards for each area.

4. Review of Executive Summaries & Formatting

- All agree that the format Betty has used in bringing the scorecards together will be a great methodology to use for creating the other topic area score cards.
 - We discussed that population and demographics will not necessarily need a scorecard but act more as a preface to the other recommendations throughout the Plan. We will highlight the changes in population in this section.
 - Erica to finish Economy section with Executive Summary and scorecard for the April 22nd meeting.
 - Erica to work with Betty to utilize the scorecard format she prepared to create the scorecard for the economy chapter
 - Erica to work with Mary Ann to bring together the scorecard and other relevant pieces for the housing chapter.
- It was discussed that we would like to see the process keep moving, and Erica will be updating to the remainder of the chapters after the turnover amongst the committee to ensure the process keeps moving. The remaining chapters include:
 - **Historic & Archeological resources** (*this topic area is seen more as an update as it takes less time*)
 - **Agriculture & Forestry**
 - **Transportation**
 - **Public Facilities & Services** (*Erica to develop through working with Leanna*)
 - **Recreation** (*Erica to discuss this chapter internally at AVCOG to try to obtain Maine Office of Tourism data to elaborate on seasonal population statistics*)
 - **Fiscal Capacity** (*Erica will work with Leanna to develop this chapter as much of the information is based upon town budgeting*)
 - **Existing Land Use**
 - **Future Land Use** (*this chapter is the heart and soul of the Plan and is typically developed after the other chapters have been completed. It will take additional public input and conversation amongst the committee to designate rural areas, critical resource areas, and growth areas*)

5. Next Meeting Date

April 22, 2026, 4:30-5:30

6. Adjourn

Motion: Kristen

Second: Betty