

Minutes
Comprehensive Planning Committee
Tuesday May 27, 2025 at 6:PM
Council Chambers Second Floor Auburn Hall

1. **ROLL CALL:** Committee Members, City Staff and Consultants

Denis Bergeron, Riley Bergeron, Heidi Bertels, John Cleveland, Jane Costlow, Tim Cowan, Matt Duvall, Jeff Harmon, Paul Jacques, Rex Rhodes, Bruce Rioux, Dana Staples, and Rick Whiting.

Absent: Kelly Butler, Becky Conrad, Virginia Keel, and Adam Lee.

Staff Members Present: Lauren Caffé, David Hediger, and Natalie Thomsen,

Consultant Members Present: Kerri Ouellette and Ali Tobey of BerryDunn, Christine Grimando of VHB, and Barry Sheff of Woodward and Curran.

2. **MINUTES:** Minutes from April 24, 2025

Motion to Approve: Rick Whiting **Second:** Jeff Harmon **Vote:** 13-0 **Motion Carries.**

3. **PUBLIC COMMENT:** None

4. **OVERVIEW OF INVENTORY AND ANALYSIS:** Presentation by BerryDunn
Representatives of BerryDunn gave an overview of the inventory and analysis. They reviewed high level data source information in the inventory and introduced topic areas and subject areas included in the inventory as well as some of their limitations. It was noted that the document is required by the State of Maine Growth Management Act and is structured around the chapters outlined in that act based on the topic areas.

5. **DRAFT INVENTORY AND ANALYSIS:** Initial comments and questions.
Concern was expressed about accuracy of the data, especially the population and census data.

6. **SUBCOMMITTEES:** Next steps

The goal of the subcommittee meetings is:

1. Look at the details of the data, determine if there is additional data that should be considered, any questions that should be raised, or another way of analyzing the data different.
2. Look at the narrative of the analysis of the inventory, determine if it needs editing or modifications based on the additional information.
3. One person will need to act as the lead of the subcommittee and another person will need to take notes.

Information needs to be submitted to Lauren by July 7th so she can combine the information into a report to be reviewed by the Committee at the July meeting

If anyone has questions, information, or comments for a subcommittee they are not on, submit them to Lauren before the sub-committees start meeting June 11.

The 3 subcommittees, members, and meeting dates are:

People and Services: Tim Cowan, Virginia Conrad, Kelly Butler, and Riley Bergeron. Meeting June 11 and 25th at 6 pm in the Community Room.

Natural Environment: Heidi Bertels, Rex Rhodes, Jane Costlow, Becky Conrad, and Adam Lee. Meeting June 16th and 30th at 6 pm in the Community Room.

Built Environment: Dana Staples, Dennis Bergeron, Rick Whiting, Bruce Rioux, Matt Duvall. Meeting June 9th and June 24th at 6 pm in the Community Room.

John Cleveland and Jeff Harmon will act as Ex Officio and will attend as many meetings as possible. There will also be City staff attending meetings to provide assistance and input. They will also try to recruit subject matter experts in those areas such as staff, department heads, Water & Sewer staff, well-informed citizens, or other committees. If there are individuals or groups you think would be helpful, email the name and contact information to Lauren with a cc to John.

7. **AUBURN SOCIAL PINPOINT DATA:** BerryDunn

Ali reported there were 321 individual visitors to the site with 23 email signups, 17 posts on ideas, and 6 posts on maps. There have been 187 responses to the Committee Envision survey. On the student survey, there have been 140 responses from high school students and 285 from middle school students. The surveys will be closed June 6.

The city launched a mailing to all residential mailing addresses. The survey was distributed to Schooner Estates and they have made copies to pass out to residents, Auburn Housing Authority has 12 buildings and they are passing out copies to residents in all buildings for both youth and adults, the Taylor Pond Watershed Association has posted the survey on their website and Facebook, CMCC is doing outreach to students via email and newsletter, and the high school and middle school has been helpful with their outreach

8. **NEXT MEETING DATE:** June 17, 2025

9. **ADJOURMENT**

Motion to Adjourn at 7:12 p.m.: Paul Jaque **Second:** Tim Cowan **Vote:** 13-0 in favor.