**Date:** Monday, March 25, 2024

**Time:** 6:30 PM

**Location:** Town Council Chambers, 30 Main Street, Freeport, Maine

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**In attendance:**

Valy Steverlynck (Co-chair), Mandy Macpherson (Co-chair), Bob Stevens, Jim Reinertsen, Megan Shore, Kristen Dorsey

Meddy Smith (Sustainability Coordinator) Eric Smith (Town Council Liaison)

**Minutes**

* **BEGIN MEETING** 6:30 PM
* **APPROVE MINUTES:** 5 min

Mandy made a motion to approve the Minutes of 3/11/24, Megan seconded the motion and it passed unanimously (6/0 – 1 absent)

**Final CAP Schedule:** 20 min

Meddy reported that she requested the item to announce the CAP completion be on Council’s 4/2 agenda/ planned for in ‘other business’. Meddy will give this announcement with FSAB members will be available to answer questions as necessary to represent the Board’s perspective. On April 30th, FSAB will have a workshop with Council to discuss the plan and ask questions. Meddy will draft a presentation for FSAB to discuss at the next meeting. FSAB members sound plan to be available on the 4/30 date to participate in the workshop.

Following the workshop, the Council will likely schedule a public hearing where FSAB will present and the public can comment. After the hearing the Council can move the item to another meeting for formal action, which could be in June.

Bob brought several suggested changes to action language in the CAP, to provide clarity. After discussion the group agreed to direct Meddy to change action 5.1.6 to include the word “share” and to delete “large-scale” from action 4.1.4. These changes will serve to better reflect the intention of these actions. Meddy will make the changes and print this revised version for Town Council packet.

**Bob made a motion to amend the Plan draft as discussed, Mandy seconded and it passed unanimously (5/0 – 1 absent).**

Meddy brought up the eventual launch of the Plan and her wish to include a companion resource guide for the community. Abby had recently sent a guide from another community that we could use as a template. Meddy will work on pulling this together and FSAB members can support.

**Comprehensive Plan:** 15 min

The group discussed the purpose, scope, and process of the Comp Plan update. The group noted the value of incorporating existing planning documents, such as the Downtown Vision and Climate Action Plan. Eric Smith, Council liaison to FSAB, mentioned that town bodies (i.e., Planning Board), staff, and leadership take direction for the Comp Plan for policy change. In this way it has more weight than other planning documents and it would be important for other plans to be integrated. Eric mentioned that the Comp Plan actions are generally focused on intention of policies, rather than hyper-specific action items. In regards to the Tree Task Force efforts related to policy, it was discussed that embedding these into the Comp Plan outcomes will ensure they are able to be acted on by policy entities.

Joanna noted that SREC has included the Comp Plan as a standing agenda item to discuss updates on process and outcomes. The Board agreed to follow this model and add Comp Plan as a standing item on upcoming meetings. To start this, Meddy will tee up discussions for this item such as key strategies in the CAP FSAB can consider advocating for, key discussion points/sources of conflict, and opportunities for engagement support.

Meddy noted that while the Comp Plan currently doesn’t have any public input opportunities, there will be upcoming opportunities to engage as individuals and a Board and that it will be important for FSAB to support general public participation. FSAB could consider an event that is complementary to the Comp plan later on and plan to increase public awareness about how land use policies connect to sustainability.

**Skate Park Discussion:**

Mandy read aloud an email that was sent to the FSAB gmail account from a community member on the subject of the skate park proposed for Leon Gorman Park, which recently was in front of Council. While members noted their individual concerns for potential environmental impact, Megan suggested that before the Board consider discussing this further or taking public action that they formalize a process for deciding what kind of topics/projects the Board spends their time on. Valy and others agreed that this is a necessary housekeeping step and will be brought up for discussion at the later April meeting. This will be an internal guiding document and not a change of charter/administrative code. She noted that it is important to recognize that we can continue to focus on how FSAB can support Town processes and decision making tools by town staff related to the Board’s charter, rather than getting involved with every individual project.

Eric noted that the Skate Park project was brought to Council recently as a presentation, and the following action was for the Town Manager to look further into it. The project will come back to council later on after investigation by the Manager.

**Valy made a motion to table further discussion dedicated to the skate park proposal until the decision-making tool for the Board is fleshed out. Jim seconded the motion and it passed unanimously (5/0 – 1 absent).**

**Other Items:** 30 min

* Bob brought up a grant opportunity that several organizations are pursuing related to supporting the RSU enhance curriculum on climate. Valy offered to discuss further later.
* All other items tabled.
* **The board adjourned at 8:38 PM.**