

Yarmouth Parks and Lands  
Meeting minutes  
April 6, 2023  
Committee members:

Karyn MacNeill, YCS Director  
Heather Abbott, Council Liaison-abs.  
Erik Donohoe, Parks Specialist

Mary Thorp (2025)-abs.  
Ron Dupuis (2024), chair  
Vance Brown (2023) -abs.  
Brian Caprari (2023)  
Lisa Small (2025)  
Joe Noel (2024)  
Josh Royte (2024)

Guest: Samantha Peikes, NorthStar Planning

Ron calls the meeting to order at 6:01pm  
Acceptance of March minutes: Brian motions, Ron seconds, unanimous.

Ron Asks for a volunteer to take notes and write up the minutes in Mary's absence, Brian accepts.

### **Comprehensive Plan Updates and Q&A:**

Karyn introduces our guest speaker, Samantha Peikes of NorthStar Planning who is working on the development of the Yarmouth Comprehensive plan out of New Gloucester Maine.

Samantha gives Parks and Lands an overview on how the process of the Comprehensive plan works and the two main phases: looking back/Data Analysis, and Forward Visioning. This is a year-long project that they want to have completed by the spring of 2024. They are currently in the data review phase. A press release about the project would go out the same week as well as the website [www.planyarmouth.com](http://www.planyarmouth.com)

Josh brought up questions about follow through and implementation of the comprehensive plan. A need to define more clearly who is accountable for the local environment. Who is in charge, why, and under what authority.

Joe wants to make sure that power is not consolidated under a few individuals, and that the town functions as a team.

Lisa 2nds Josh and Joe's comments. Would like to see the lines of authority worked into the Comprehensive Plan and enforcement of ordinances.

Ron asked how often the Comprehensive Plan should be updated, 10-12 years was the answer given by Samantha.

Josh asked if there were examples of other towns updating their Comprehensive Plans on a rolling basis. There are some towns that combine their Comprehensive Plan but none that do it in sections as of now.

Karyn talks about some of the strategies that are being looked at and identified. Action items that are being looked at are response times, and costs of services important to the town. The steering committee that is looking into these items are open to the public. It was also mentioned that Parks and Lands was mentioned in a lot of chapters. Steering committee meetings will be held the 4th Tuesday of every month and will be recorded and available to view online. Samantha leaves the meeting.

### **Land Acknowledgment :**

Karyn has talked about how Yarmouth is working with YCare for a land acknowledgement statement to recognize the indigenous peoples that used this land before us. Karyn is asking that we come up with a land acknowledgement statement for park signs and for open spaces. It would be preferable if it comes from Parks and Lands Vs. town employees. This only needs to be a small paragraph for the document. Josh suggests that we add a QR code to some of the park signs to go to the site with additional resources. Ron mentioned that land acknowledgement statements are being used by Maine guides as well.

### **Frank Knight Forest :**

Erik gave the committee an update on the Frank Knight Forest, including work to remove invasives that are abutting the parking area. In addition to the removal of invasives, there will be a privacy fence that will be erected so that the land abutter to the north, giving them privacy when the invasives are removed. Joe asked which plants will be removed and which ones will stay. Erik said that they only plan on removing the invasive species from the area, and that all native trees will remain. Erik also said that we are looking for space to hold the public meeting for the Frank Knight forest scheduled for May 3rd.

Karyn Leaves at 7:00

### **Tree Committee Update:**

Lisa says that the Tree Committee is continuing to work on a tree ordinance for Yarmouth. Currently all of the rules regarding trees in Yarmouth are scattered and not easy to enforce.

The tree committee is looking at potential alternatives to road salt for the health of trees that are near roads.

Josh mentioned that Freeport does not plant trees near the road because of road salt.

### **Draft Letter in Regard to Mobile home zoning:**

Parks and Lands is discussing if we should add the draft letter about mobile home zoning into the Frank Knight Forest Management Plan.

Erik stated that language has been added to the management plan to address the mobile home zoning. Erin Zwirko has also added language into the Comprehensive plan to address

the mobile home zoning as well. Parks and Land was unanimous that we do not need to add the letter to the Frank Knight Forest Management plan.

**New Business:**

Ron proposed changing the meeting time from 6:00pm to 6:30 pm and the committee has agreed.

Joe motions to adjourn. Ron seconds. Adjourned at 7:15 pm.