



TOWN OF BREMEN
P.O. Box 171~ Bremen, ME 04551

*Wayne Barber, Board Member
Steve Barnes, Board Member
Mary Berger, Board Member
Susan Carr, Board Member
Bennett Collins, Board Member
Isobel Curtis, Board Member
Hal D'Alby, Board Member
Debora Elliott, Board Member
Cheryl Ferrara, Board Member
Martha Frink, Board Member
Charles Miller, Board Member*

Summary Bremen Comprehensive Plan Committee Thursday, April 23, 2026, at 6:00 p.m.

Committee Members Present: Wayne Barber, Steve Barnes, Mary Berger, Susan Carr, Bennett Collins, Isobel Curtis, Hal D'Alby, Debora Elliott, Cheryl Ferrara, and Martha Frink

Others Present: Selectman Tom Papell, Town Clerk Melanie Pendleton, Ordinance Review Committee Chair Steve Wallace, and Tony Ferrara

SUMMARY

The committee discussed and approved the duties of the Moderator. Those duties are:

- Schedule and moderate meetings.
- Create meeting agendas.
- Publish task schedules and due dates.
- Collect and organize each working group's work sheets, records and minutes.
- Make electronic records available for committee members, Bremen residents, and other interested parties.
- Interface with the Board of Selectmen, Maine Municipal Association, regional planners, consultants and Maine State bureaucracy as required.
- Interface, along with the Town Office staff and other town boards, with Bremen residents and property owners.

The contact information sheet was circulated and revised. An update will be sent to all committee members.

Two changes were made to the Working Group assignments: Martha Frink removed herself from the Housing/ Public Facilities and Services group, and Susan Carr added herself to the Economy/ Fiscal Capacity and Capital Investment Plan group.

Steve Barnes presented a plan to aid working groups in their discussion and decision-making process. His suggestions included ways to reach consensus, how to incorporate non-members into the process, and possible ways to replace members if attrition occurs.

Cheryl Ferrara presented a draft model for working groups to use when presenting their progress to full committee meetings. One suggestion was integrating checklist questions into the report. These could be

used as follow-up questions if the committee decides to create a survey. Another was to include footnotes on the bottom of each page where they apply.

As a thought starter for a possible future survey, the committee received the questions used in the Nobleboro survey. That survey was available via the internet and by pickup from the town office. The town used SurveyMonkey as its platform to create, distribute, and analyze questions.

The committee broke into three working groups: Water Resources/ Marine Resources, Housing/ Public Facilities and Services, and Economy/ Fiscal Capacity and Capital Investment Plan.

Actions Between Now and the Next Meeting:

- Working groups will work independently.
- Working groups will prepare an initial (partial or interim) report for the next full committee meeting.

Scheduled Meetings:

The next full committee meeting is scheduled for 6 p.m. on Thursday, May 28, in the Town Center.