

Master Plan Kick-off Committee Meeting – Phase II  
Meeting opened at 7:00 PM

4/10/2024

Members in attendance: Dean Depew, Cindy Delgado, Derrick Doubrava, Gladys Figueroa, Joseph Lafrianda and Michal Baum and Cindy Hilbert.

Planning Professional: Dan Theobald, Barton and Loguidice (B&L)

Guest Members: Rich Gorres (PB), Darlene Eisenhardt (PB), Nate Baum (PB), Rich Dmytry (PB), Ernie VanDeMark (PB), James Fazio (TB), Willie Castillo (PB), Mary Ann Depew, Helene Dembrowski

The meeting opened with Mr. Theobald introducing himself and having the members introduce themselves and share their background and experience. He also discussed the pending schedule of dates for the project and the project funding.

Mr. Theobald discussed the scope of the project and reviewed the power point presentation he put together for the meeting.

To start with the project the team will need to update the original scope of the project and the community profile. We should look at the vision statement and goals and make sure they are still pertinent. Next we would develop project objectives and actions to take, and finally finish the Comprehensive Plan.

We are looking to adopt the Comprehensive Plan by the end of the year. The meetings will be held monthly to help keep us on track. A copy of the preliminary survey was sent out for comments before the meeting. If the members don't have any suggestions for changes then this survey will be put live within the next week or so. After we get the comments back we can draft a preliminary plan with goals and objectives. Next we would draft actions to take and then develop a preliminary plan for review. We will have a draft plan which we'll present at an open house and hold a public hearing. Once we summarize the responses we will then draft a final plan for our second public hearing and then move for its adoption.

Phase II of the plan will be funded by the Department of State (NYSDOS). Through the Smart Growth Comprehensive Planning and Growth Program, the Town would pay 10% of the total cost and the State would pick up the remaining 90% cost.

Phase I of the plan was funded through the Hudson Valley River Greenway. It had a \$17,500 budget. \$10,000 was funded by the HRVG, \$7,500 was the Town match and \$2,500 was provided through In-kind Services.

The purpose of this grant-round is to transition from the Comprehensive Plan to Zoning Code updates. Zoning changes are in compliance with the Comprehensive Plan. There are other grant opportunities available through the NYS Smart Growth Program.

A Comprehensive Plan establishes a vision of what the community wants. It provides a direction to the decision makers for the Town. It helps show how to attain the vision and assigns responsibility and prioritizes specific actions. A Town would benefit by having a Comprehensive Plan because it strengthens the Town's legal position. By having an updated Comprehensive Plan it increases the chances of the Town receiving more funding. It also fosters Economic Development and it provides a forum for discussions among the residents and businesses.

By developing a Comprehensive Plan, it is not the end of the process, it's just the beginning. Towns should not expect immediate changes, but rather slow and gradual changes over time. It's important to remember that the Comprehensive Plan is not a substitute for actions and implementation, and it's not to be used as zoning land use laws.

Mr. Theobald discussed the Comprehensive Plan Content. It includes, the introduction; summary of the public outreach; the community profile (where we are today – demographics and population and housing); the vision and goals of the community; the needs assessment and community visioning report; the objectives and actions (how to get to the goals and action items) and the conclusion.

The consultants will look at newer demographic data such as the AC Survey Data (American Community Survey) and the 2020 US Census Data.

The Community Outreach will gather information from the online survey. The survey was published through Survey Monkey. Once we gather all the responses we will draft ideas from the objectives.

The members and the consultant discussed different options for the survey questions. We felt that we should revise survey question #2 to include "Business Owner" as one of the options to respond with. The survey respondent can live outside the Town, if they have a business within Town.

Question #3 matches the community profile which uses census data.

The members wanted to add a revision to the question about the Towns' zip codes. Instead of having a list to choose from we should just have a space to type in your zip code yourself. Ms. Hilbert stated that the reason we listed all the Towns' zip codes before in the survey was because we wanted to make sure that we had some representation from all the areas in the Town.

Question #4 (now listed as Question #5 on the new survey) we wanted to remove the reference to "Homemaker" and just add a box for "Other" options. We wanted to strike the reference to "Homemaker" in all questions.

Mr. Baum wanted to know if a business owner lives outside of Town would it skew the results of the filled out the survey. Mr. Theobald stated that they could filter the responses if they needed to and they could geographically identify the areas and sort by specific hamlets. Ms. Hilbert stated that they could use the zip codes and school districts to concentrate the data clusters. We just want to make sure that we are representing the whole Town and not just certain clusters. Mr. Theobald said that he could add in the hamlet distinction.

The members also wanted to add in location to the survey questions. Because ones' location impacts where they choose to live.

Question #6 the members wanted to add in "Employment Opportunities" and "Family" as response options.

Question #7 the committee wanted to add in "Property Taxes" to the list of Biggest Concerns about the Town.

Ms. Hilbert will send out copies of the first survey that was done for Phase I to all the members and also a copy of the Supplemental responses to the "fill-in the blank questions."

Mr. Theobald asked the committee if they still thought the Vision Statement was accurately portrayed. After some discussion, the members felt that it was still good. It would be beneficial to digest all this material and get back to him with any other questions or concerns before he puts the revised survey out there live.

Some other things that we should consider is if we want to have an updated logo for branding purposes. Should we designate some areas as being historical and should we also implement areas in the Town as having critical view-sheds. Are the view-sheds something that the committee wants to consider protecting? These statements relate to question #11 and #12 on the revised survey.

Mr. Baum and Mr. Lafriandra both mentioned our limitations on Town sewer and water.

Ms. Dembrowski stated that there are concerns about affordable housing in the Town. Recently the Governor passed new mandates for affordable housing and that the Towns need to take this into consideration when doing the community planning.

Mr. Castillo stated that the Town's logo had five stars on it. That represents the five hamlets in the Town.

The committees' next step is to post the community survey and update the community profile.

Mr. Lafriandra asked if they could use GIS Maps to help show the data and Mr. Theobald said they could print out the maps.

Mr. Theobald stated that he wanted to have the changes to the survey done as soon as possible so he could get it posted within the week. At the next meeting he's hoping to have some preliminary survey results to review.

The next meeting is scheduled for the second Wednesday in May, which would be May 8<sup>th</sup> at 6:30.

The meeting closed at 8:15 PM.