

**New Lebanon Planning Board
Comprehensive Planning Committee
Meeting Minutes
July 9, 2002**

The Comprehensive Planning Committee (CPC) held a meeting in the New Lebanon Town Hall. The Meeting commenced at approximately 7:10 P.M. and concluded at approximately 9:30 P.M. The members in attendance were T. Benson, D. Clark, J. Dax, P.Rawson, K. Ross, J.Yurish.

New members attending this session were Michael Arthur, Mary Jane Gonia, Vivian Steinberg, and Linda Poulton. Ms Poulton is a member of the New Lebanon Planning Board and has agreed to become a member of the Comprehensive Planning Committee. Sitting in on the session was Councilman L.Benson.

Agenda:

At the start of the meeting the agenda was listed as follows:

- ?? Follow-up on action items from previous meeting**
- ?? Web-site discussion**
- ?? Consultant status review**
- ?? Overall planning process**
- ?? Planning component assignments**
- ?? Next meeting**

Action item follow-up:

A review of the action item follow-up was conducted. All actions (web-site, new members, communications, funding, consultants) were reported on in detail. While all actions were carried out in a satisfactory manner, continuing emphasis needs to be placed on these subjects. The following minutes will highlight some of the ongoing discussion and need for further follow-up.

New Members

The new members (listed above) were welcomed to the committee. J.Yurish reported on his report to the Town Board on the previous evening. In that report to the Board, Yurish shared the list of current members of the CPC and requested help from the Board in identifying additional potential members with the emphasis on expanding the diversity of the CPC. More emphasis should be placed on including members from mobile homes, native residents, business and younger residents. The members of the CPC were encouraged to continue soliciting participation from these areas for inclusion in the Committee.

Web-site:

K.Ross reported on her research regarding a potential web-site. She reported on her discussion with the keeper of the school site as well as with the people who have built and maintained sites (e.g. Chatham).

P.Rawson introduced John Walker of Internet Hosting Services, whom he had invited to the meeting. Mr. Walker, a local resident, builds and hosts web sites for organizations, and he shared his perspective and experience with the CPC. In addition he offered to help build and host a site for the New Lebanon Comprehensive Planning Committee at no cost to the CPC. He offered this as a public service contribution on his part.

After Mr. Walker's departure, the CPC discussed his offer as well as the situation with others whom K. Ross had had discussions. The group decided to proceed with Mr. Walker's offer. K. Ross, M. Arthur and J.Dax agreed to accept responsibility for becoming the web representatives for the CPC and will follow-up with necessary actions to get the whole process underway.

Consultant Status:

J.Yurish reported on his communications with N. Stolzenburg. Ms. Stolzenburg had been invited to attend this meeting. However, because of the short notice she had another engagement to fulfill and was unable to attend. She offered to have an associate represent her but it was agreed that it would be better to have her attend for the initial meeting with the CPC. In reviewing their communications, J.Yurish shared with the CPC Ms. Stolzenburg's concerns regarding the amount of work already done on Vision & Objectives and how that might impact the attitude of the public and their perception of the openness of the planning process. The CPC generally did not feel that the work already completed should have a negative impact and that we should plan the public involvement in a manner which truly encouraged public input and welcomed relevant input/changes to the Vision & Objectives.

In addition to the above, the CPC discussed Stolzenburg's comments regarding the development of a public survey. Since L.Poulton had prepared the initial survey for Planning Board consideration, she was asked if she would accept responsibility for contacting Stolzenburg to pursue development of a relevant survey for CPC distribution. She agreed to accept the assignment and act as the leader for this component of the process. V. Steinburg, P.Rawson & J. Dax volunteered to work with her on this component.

Overall Planning Process:

The CPC reviewed the information that N. Stolzenburg had sent regarding the components of an overall planning process. J.Yurish shared a one page overview which he had created from the Stolzenburg document. From this he also drew a potential model of a planning matrix which might be considered as the CPC lays out the entire process at the next meeting.

Planning Component Assignments:

Based on the overall view of components, CPC members volunteered to take responsibility for components as follows:

?? Communication- J.Dax*, T.Benson, V. Steinberg

?? Survey- L.Poulton*, V. Steinberg, P.Rawson, J.Dax

?? Funding- J.Yurish*, K.Ross

?? Web-site- K.Ross*, M.Arthur

?? Data gathering

-History/cultural- L.Poulton, T.Benson

-Recreation programs/facilities- (B.Tittmore??)

-Population/town economics- J.Dax (to find contact)

-Housing- P.Rawson

- Education- M.J.Gonia**
- Geography/mapping etc. – D.Clark**
- Traffic/transportation- M.J.Gonia**
- Environment/SEQR- J.Dax**
- Commercial/industrial- J.Yurish,**
- Agriculture- T.Benson**
- Tourism- P.Rawson, M.Arthur**

***Asterisk denotes person designated as leader.**

Note:

Other topics may yet be assigned. People assigned are encouraged to include other town residents with expertise and/or an interest in helping with the work necessary to do a thorough job of data gathering. These people could potentially come from the historical society, educational settings, local business etc.

Next Meeting:

**The next meeting is scheduled for July 23, 2002 7:00 P.M.
Town Hall.**

N.Stolzenburg will be in attendance. The focus will be on:

?? Outlining overall Comp. Planning Process with timetables.

?? Outlining plan for public survey with timetables.

Respectfully submitted.

J.L.Yurish