

**Comprehensive Plan Committee  
Meeting Minutes  
December 9, 2003**

The Comprehensive Plan Committee of New Lebanon conducted a regularly scheduled General Meeting at the Town Hall on December 9, 2003. The meeting commenced at 7:00 P.M. The members in attendance were: M. Arthur, T. Benson, D. Clark, J.Dax, L. Poulton, K. Ross, J.Yurish.

The focus of this meeting was on:

- The Profile
- Strategies & Actions
- Next Steps in the Comprehensive Plan Process

**The Profile**

J. Dax indicated that there are still several sections of the profile needing to be rounded out. Among these are:

- Employment statistics-C. Dreyfus
- LVPA (updated #'s)- D. Katzenstein
- Housing tables (re-labeled)-P. Rawson
- Highways (paving decision process)- J.Yurish
- Town parks(Rockwood Park question)-K. Ross
- Maps (for document & Stolzenburg)- D. Clark
- Land Use-????

**NOTE: It is imperative that those accountable get the necessary information to J. Dax by December 16, 2003, so that the Edit Committee has time to meet the initial draft deadline of January 13, 2004.**

**Strategies and Actions**

Regarding Strategies and Actions, Nan Stolzenburg had forwarded her comments (written in the margins of the document) on the Committee's work on Strategies and Actions. Overall, Nan felt that the work was quite good. After reviewing Nan's comments, it was decided that, regarding the use of should, shall etc., the Edit Committee will use the guideline of opting for the strongest language possible in the edit process. It was also decided to change the reference Recommendations to Strategies.

Regarding Nan's comments in the body of the various sections, it was decided that J. Dax will e-mail the document (with Nan's comments), to all committee members. All committee members will review Nan's comments and get back to John with modifications (if required) or other comments, as necessary. It was requested that J. Yurish refresh everyone's memory regarding the Committee members who were assigned to the various sections. That information is listed in the following.

### **Sub-group assignments:**

- **Tourism (Arthur, Rawson, Mieschonz , Yurish)**
- **Economic Development (Yurish, Rawson, Roth)**
- **Agriculture (Benson, Ross, Dreyfus)**
- **Recreation (Titterude, Dax, Clark, Arthur)**
- **Community Facilities & Services ( Roth, Poulton, Rawson)**
- **Traffic & Transportation (Roth, Mieschonz, Benson)**
- **Community Appearance (Ross, Dax, Benson)**
- **Natural Resources & Environment (Ross, Dax, Clark)**
- **Historic Resources (Poulton, Dreyfus, Arthur)**
- **Land Use (Dreyfus, Poulton, Ross)**
- **Housing (Yurish, Rawson)**

**Note: Once J. Dax has sent the material to the Committee members, each person having the lead for a specific section should evaluate Nan's comments and discuss them with other assigned members, to determine if modifications are necessary. Those modifications or other comments should then be forwarded to J. Dax ---by December 16, 2003--- for inclusion by the Edit Committee.**

**In regard to next steps on the Profile and Strategies and Actions, an editing committee of Karen Ross, John Dax and Linda Poulton will begin shaping the materials in both documents, with an eye toward creating initial drafts for the final version of both. Any questions or changes of substance will be referred to the assigned sub group(s). The target date for completion of the initial draft copy has been established as January 13, 2004.**

### **Next Steps**

**As a result of discussion from the previous CPC meeting (11-25-03), J.Yurish shared the contents of a letter sent to Mr. A. Wheeler and other members of the Town Board, regarding a timetable for requested work sessions between the Town Board and CPC, to review the contents and rationale of the draft document. The letter to the Board suggested that the last two weeks of January would be an appropriate time-frame for the meetings. J. Yurish indicated that in discussions with Mr. Wheeler, he indicated that the Board had not had time, at its monthly meeting, to discuss the potential meeting dates. J. Yurish suggested that he will follow up with Mr. Wheeler to nail down specific dates. The Committee suggested that, if there are to be two meetings with the Board, they should be two separate meetings, spread over a two-week period at the end of January.**

**Turning its attention to the remainder of issues put forth by N. Stolzenburg for the Comprehensive plan process, the CPC laid out a potential schedule as reflected in the following:**

**CPC projected calendar of events:**

- **January 13, 2004- Initial Draft Completed.**
- **January 20 or 21 and 27 or 28-Meet with Town Board.**
- **January 30, 2004- Postcards, posters, press release.**
- **February 10, 2004-Public information & draft availability.**
- **February 17, 2004-CPC re-worked document.**
- **February 23, 2004- Public Hearing on draft document.**
- **March 8, 2004- Re-worked document to Town Board-as final .**
- **June 6, 2004- W/N 90 days of receipt Board must hold public hearing.**

**Other follow-up actions:**

- **J.Yurish to ask N. Stolzenburg re # of copies suggested for initial draft copies.**
- **J. Dax to furnish J. Yurish mailing list for postcards, so list might be cleansed in advance.**
- **J. Dax begin working on postcard, poster and press release text.**
- **Preliminary decision re initial draft cover (Heavy stock, front & back, with 2 hole spring clip).**

**Next Meeting**

**THE NEXT full CPC MEETING IS SCHEDULED FOR January 13, 2004. 7PM.**

**In the meanwhile, Edit Committee members will be working on creating the initial draft of the completed Plan.**

**All members are requested to be diligent in responding to questions/issues raised by the Edit Committee. Let's support them to the fullest. We're almost there. Let's give it our best effort,**

**HAPPY HOLIDAYS !!! to everyone.**

**Reminder: Town Holiday party ---December 13, 2003. 1 PM >>>>>>>>**

**Respectfully submitted,**

**J.L.Yurish**

**Note to David M: GET WELL!!!**

