



Comprehensive Plan Steering Committee

Zoom Hybrid Meeting

Meeting Minutes

May 9, 2024

Approved: June 5, 2024

Committee Members Present: Rose Hanson, Rebecca Schneider, Roxanne Marino, Elizabeth Weatherby, Mo Klein, Karl Klankowski, Tai Basilius, Alison Weaver

Committee Members Present on Zoom: Katelin Olson

Committee Members Absent: Chair Ann DiPetta, Diane Cohen

Quorum Present

Town Staff Present: Niels Tygesen, Mollie Duell

Proceedings

Vice Chair Elizabeth Weatherby called the meeting to order at 5:31 pm at the Town Hall.

Approval of Agenda

Weatherby added a discussion on training to the agenda after Old Business Items.

Motion: Klein motioned to approve the agenda as amended; Klankowski seconded.

Vote: Hanson, aye; Marino, aye; Weatherby, aye; Basilius, aye; Schneider, aye; Klein, aye; Olson, aye; Klankowski, aye; Weaver, aye.

Motion Carried.

Approval of Past Minutes

Motion: Klein motioned to table approval of April 11 and April 18 meeting minutes; Klankowski seconded.

Vote: Hanson, aye; Marino, aye; Weatherby, aye; Basilius, aye; Schneider, aye; Klein, aye; Olson, aye; Klankowski, aye; Weaver, aye.

Motion Carried.

Privilege of the Floor

No members of the public addressed the committee.

Old Business Items

Comp Plan Consultant Interviews Debrief

Since the April 18 meeting, committee members completed a scoring spreadsheet to compare proposals from the two firms.

Weatherby stated that the Town Board will begin discussions on May 28. A decision may be made during this meeting or later in June. The committee unanimously decided to put off the discussion so that they could have more time to make a recommendation.

The committee discussed the compelling and constraining aspects of each of the presentations from firms that interviewed for the comp plan consultant position on April 18.

Klankowski spoke about population decline and concerns about sustaining the town long term. Marino voiced that outreach efforts are highly important in choosing a candidate. Weatherby spoke about strategies to involve residents from different demographics. Marino noted online methods could be difficult for an aging community. Olson suggested identifying the strengths of each firm if a unanimous consensus is not reached. Committee members agreed that either choice would be viable but further consideration is warranted. The committee agreed to provide rating matrixes to the Planning Department to be discussed at the June 5 meeting.

Town Training Requirements

Ethics, sexual harassment, and civil rights training will be held for town staff, board, and committee members on June 6. If anyone is unable to attend, the training may be completed off site.

Next Steps

Next Scheduled Meeting

The next CPSC meeting is scheduled for Wednesday, June 5 at 5:30 PM.

Members Reports

Committee members who attended the Farmers’ Market Earth Day event shared that it was a cold and windy day but a good effort in increasing outreach. Some high school students assisted with managing the table and committee members were able to speak with residents attending the event.

Marino shared updates about the Water Source Protection Plan Committee. Results from the drinking water survey that was distributed by mail were published at the end of April.

Motion: Klein made a motion to adjourn; Klankowski seconded.

Vote: Hanson, aye; Marino, aye; Weatherby, aye; Basilius, aye; Schneider, aye; Klein, aye; Olson, aye; Klankowski, aye; Weaver, aye.

Motion Carried.

Meeting adjourned at 6:38 PM.



Mollie Duell
Comprehensive Plan Steering Committee Secretary