



Comprehensive Plan Steering Committee

Zoom Hybrid Meeting

DRAFT Meeting Minutes

June 5, 2024

Approved: _____

Committee Members Present: Chair Ann DiPetta, Rose Hanson, Roxanne Marino, Elizabeth Weatherby, Mo Klein, Karl Klankowski, Alison Weaver, Diane Cohen

Committee Members Present on Zoom: Katelin Olson

Committee Members Absent: Tai Basilius, Rebecca Schneider

Quorum Present

Town Staff Present: Niels Tygesen, Mollie Duell

Proceedings

Chair Ann DiPetta called the meeting to order at 5:32 pm at the Town Hall.

Approval of Agenda

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

Vote: Chair DiPetta, aye; Hanson, aye; Marino, aye; Weatherby, aye; Cohen, aye; Klein, aye; Olson, aye; Klankowski, aye; Weaver, aye.

Motion Carried.

Approval of Past Minutes

Motion: Klein motioned approve the April 11 meeting minutes as written; Weatherby seconded.

Vote: Chair DiPetta, aye; Hanson, aye; Marino, aye; Weatherby, aye; Cohen, aye; Klein, aye; Olson, aye; Klankowski, aye; Weaver, aye.

Motion Carried.

Motion: Weatherby motioned approve the April 18 meeting minutes as written; Klankowski seconded.

Vote: Chair DiPetta, aye; Hanson, aye; Marino, aye; Weatherby, aye; Cohen, aye; Klein, aye; Olson, aye; Klankowski, aye; Weaver, aye.

Motion Carried.

Motion: Marino motioned to approve the May 9 meeting minutes as amended; Cohen seconded.

Vote: Chair DiPetta, aye; Hanson, aye; Marino, aye; Weatherby, aye; Cohen, 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

Olson stated that if the committee has a recommendation for choosing a consultant from the two firms

that were interviewed on April 18, now is the time to weigh in. The Town Board will ultimately make the decision.

The committee discussed the rating matrixes that had been completed prior to the meeting.

Olson compared the approach that each firm may take. Tygesen noted that both firms will use subcontractors. Weatherby acknowledged that it is unlikely that every committee member will agree on who to choose.

Discussion ensued over how to best summarize the data from the rating matrixes.

Klein suggested searching for more applicants. Marino agreed that potential concerns warrant further consideration.

Discussion ensued over what would be needed to rerelease the RFQ. The grant from New York State expires in 2028.

The committee reviewed potential conflicts of interest with each candidate and discussed their preferences for a final choice.

The Town Board will provide directions for the next steps if a selection cannot be made.

Next Steps

Next Scheduled Meeting

There is no meeting date scheduled currently. The next CPSC meeting will be in July.

Members Reports

Tygesen asked committee members to review the spring photo submissions; summer contest will start in 2 weeks.

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

Vote: Chair DiPetta, aye; Hanson, aye; Marino, aye; Weatherby, aye; Cohen, aye; Klein, aye; Olson, aye; Klankowski, aye; Weaver, aye.

Motion Carried.

Meeting adjourned at 6:40 PM.

Mollie Duell

Comprehensive Plan Steering Committee Secretary