



Comprehensive Plan Steering Committee

Zoom Hybrid Meeting

DRAFT Meeting Minutes

September 24, 2025

Approved: _____

Committee Members Present: Chair Ann DiPetta, Elizabeth Weatherby, Roxanne Marino, Kim Moore, Karl Klankowski, Mo Klein, Tai Basilius, Katelin Olson

Committee Members Absent: Diane Cohen, Karen Meador, Alison Weaver

Quorum Present

Comp Plan Consultant Present: Jessica Geary

Town Staff Present: Rachell Kennedy, Niels Tygesen

Members of the Public Present: Anthony x (spam)

Proceedings

Chair Ann DiPetta called the meeting to order at 5:00 pm at the Town Hall.

Approval of Agenda

Motion: M. Klein motioned to approve the agenda (as amended- nothing added or removed, but a reordering of items.) K. Klankowski seconded.

Vote: Weatherby, aye; Moore, aye; Olson, aye; Marino, aye; Klankowski, aye; Klein, aye; Basilius, aye.

Motion Carried.

Public Hearing

Review of the following Draft Chapter Elements: Environment & Natural Resources; and Climate Change & Resiliency Built Environment.

M. Klein motioned to open the public hearing; K. Klankowski seconded.

Vote: Weatherby, aye; Moore, aye; Olson, aye; Marino, aye; Klankowski, aye; Klein, aye; Basilius, aye.

Motion Carried.

Public comment- none

M. Klein motioned to close the public hearing; K. Klankowski seconded.

Vote: Weatherby, aye; Moore, aye; Olson, aye; Marino, aye; Klankowski, aye; Klein, aye; Basilius, aye.

Motion Carried.

L. Weatherby appealed to public to submit public comments.

Privilege of the Floor

No comments

Motion: M. Klein motioned to close privilege of the floor; K. Klankowski seconded.

Vote: Weatherby, aye; Moore, aye; Olson, aye; Marino, aye; Klankowski, aye; Klein, aye; Basilius, aye.

Motion Carried.

Roxanne clarifies that public comment can be sent to CPSC email or Town Clerk.

All comments will go to MRB via Niels.

New Business Items

Review of the land use background data, draft chapter, and land use map workshop.

Jessica Geary introduces work on land use chapter. Review of maps. Discussion around level of detail appropriate for “goals, policies and objectives” within the Comp Plan document vs. a Zoning Ordinance, for example. Some concern that too much detail/ too much specificity in this document will put the Town in a bind. Niels suggests the committee flag concerns within the document.

Committee will submit comments in the draft or to Niels by Sunday September 28 in preparation for Open House.

Review of the Draft SEQR

Jessica Geary introduces/reviews SEQR form.
Committee reviews and makes additions/changes.
Discussion of ‘interested parties’ letter.
Niels asks committee to make final additions/suggestions by October 1.

Review of the Draft Introduction Chapter

Discussion of the readability and flow of the document- for example where to locate the section that describes rural issues/concerns. More discussion of where and when specific goals and objectives for land use should be decided.

Old Business Item

Preparation for 2nd Public Open House and Final Hearing/Recommendation to Town Board

Niels asks for committee members to sign up for event shifts/tables.
Ann asks members to share meeting info/flyer in their networks.
Discussion of open house exhibits/interactive stations.
Review of publicity.

Next Steps

The committee’s next meeting will be Wednesday October 8 at 5:00.

Next steps for the next meeting:

- Public Hearings to continue on the following elements:
 - Community Well-Being; and
 - Capital Facilities and Utilities Element
- De-Brief on the 2nd Open House
- Review of draft chapters and public comments
- Continued Preparation for Final Hearing/Recommendation to Town Board

Approval of Past Minutes

Motion: K. Klankowski motioned to approve September 3rd meeting minutes L. Weatherby seconded.

Vote: Weatherby, aye; Moore, aye; Marino, abstain; Klankowski, aye; Klein, aye; Basilius, aye.

Motion Carried.

Motion: K. Klankowski motioned to adjourn; K. Moore seconded.

Vote: Weatherby, aye; Moore, aye; Marino, aye; Klankowski, aye; Klein, aye; Basilius, aye.

Motion Carried.

Meeting adjourned at 7:24 PM.

Rachel Kennedy
Interim Comprehensive Plan Steering Committee Secretary

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