



## **Comprehensive Plan Steering Committee**

### **Zoom Hybrid Meeting**

#### **Meeting Minutes**

**April 17<sup>th</sup> 2023**

**Approved: 05.10.2023**

**Committee Members Present:** Chair Ann DiPetta, Roxanne Marino, Elizabeth Weatherby, Rebecca Schneider, Diane Cohen, Katelin Olson, Mo Klein

**Other Town Staff Present:** Michelle Wright, Niels Tygesen, Mollie Duell

**Members of the Public:** Karen Meador

#### **Proceedings**

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

#### **Approval of Agenda**

**Motion:** Schneider made a motion to approve the agenda. Weatherby seconded.

**Vote:** Chair Ann DiPetta aye; Roxanne Marino aye; Diane Cohen aye; Katelin Olson aye; Mo Klein aye.

**Motion Carried.**

#### **Privilege of the Floor**

No members of the public addressed the board.

#### **New Business Items**

##### **Introductions**

Committee members provided a brief explanation on their professional backgrounds and main areas of focus they would bring to the Committee. Chair Ann DiPetta, longtime local resident and business owner, noted her primary focus is on housing. Roxanne Marino, a water quality professional at Cornell, briefly listed her experience working with the town and noted her primary focus is sustainability. Elizabeth Weatherby, a local resident for about a decade who works as an environmental consultant, mentioned her focus on community, specifically recreation and sports. Weatherby also noted her interests in agriculture, as well as her expertise on meeting clean energy goals. Rebecca Schneider, a longtime local resident and member of the Planning Board, described her expertise in sustainable water resource management and noted her work at Cornell. She continued to explain her focus on water management strategies and flooding, such as avoiding pollution from roadside ditches and agricultural runoff. Katelin Olson, Town Supervisor, described her background in planning and experience working in Town of Ulysses. Her concerns include historic preservation planning and sustainable preservation strategies. Diane Cohen, the executive director of Finger Lakes ReUse and a longtime local resident, explained that she is interested in learning about planning processes to expand her own knowledge. Mo Klein, another Planning Board Member, mentioned his experience working for steering committees in other states. Michelle Wright, Town Deputy Supervisor, introduced herself and briefly explained the DEC grant that is funding the CPSC.

## **Operational Items**

The committee discussed the scheduling of future meeting dates.

**Motion:** Schneider made a motion to plan future meeting dates for the second Wednesday of every month unless otherwise decided. Weatherby seconded.

**Vote:** Chair Ann DiPetta aye; Roxanne Marino aye; Diane Cohen aye; Katelin Olson aye; Mo Klein aye.

**Motion Carried.**

The committee reviewed the Draft Committee Rules. Discussion ensued about strategies for engaging the public and spreading awareness about remote attendance. The committee clarified that remote attendance will be acceptable for any situation. Pending details would be reviewed and finalized at a later date.

**Motion:** Schneider made a motion to approve the Draft Committee Rules. Cohen seconded.

**Vote:** Chair Ann DiPetta aye; Roxanne Marino aye; Elizabeth Weatherby aye; Katelin Olson aye; Mo Klein aye.

**Motion Carried.**

The committee continued to discuss operational items. Weatherby volunteered to act as the Vice Chair of the Committee indefinitely.

**Motion:** Chair DiPetta made a motion to nominate Liz Weatherby as Vice Chair. Olson seconded.

**Vote:** Diane Cohen aye; Roxanne Marino aye; Mo Klein aye; Rebecca Schneider aye; Elizabeth Weatherby aye.

**Motion Carried.**

The committee reviewed the process of tracking hours. Wright provided a brief explanation of the DEC Climate Smart Communities Grant, and the timesheet requirements for Committee members. The committee further discussed administrative processes and ideal communication methods between members.

## **Work Plan**

The Committee discussed Continued Committee Membership Outreach and the need for a Village Liaison; a non-voting member of the group. Discussion ensued over what qualifications would be required for an ideal member. Marino noted that one or two members of the Ag Committee and two to three community members were originally desired as participants, as stated in the outline adopted by the Town Board. Olson noted that more representation from Ag members is vital.

Marino raised the issue of allowing committee materials to be accessible from the website. Schneider mentioned the absence of zoning resources on the Town website. Tygesen clarified that conversations related to zoning within the comp plan should be broad, while individual zoning issues such as specific lot requirements would not be a focus of the committee. The committee continued to discuss their preferred methods of sharing materials with each other, as well as how to make materials for the public more accessible. Schneider mentioned the Route 96 Corridor Management Study and noted it would be useful to access this; Tygesen stated that it would be provided.

**Next Steps**

Wright briefly explained the status of the Work Plan, as well as the upcoming recruitment process for obtaining a consultant and how Town staff would be involved.

Tygesen briefly listed topics that would be discussed or revisited for future meetings, such as identifying stakeholders, engaging the public, and general timeline goals. Items to discuss at the following meeting were planned, with review of the Public Participation Draft Plan and review of the RFQ Draft added to the agenda for the next meeting.

**Motion:** Schneider made a motion to adjourn the meeting. Cohen seconded.

**Vote:** Chair Ann DiPetta aye; Roxanne Marino aye; Elizabeth Weatherby aye; Diane Cohen aye; Katelin Olson aye; Mo Klein aye.

**Motion Carried.**

**Meeting adjourned at 6:13 pm.**



Mollie Duell  
Comp Plan Steering Committee Secretary