

The Tuesday, 05 December 2006 meeting was brought to order at 7:05 pm by Chairman Jim Galvin. In attendance were Don Meltz of Don Meltz Planning & GIS, Committee members John Fishman, Peter Nelson Sr., Larry Van Brunt, Frank Mendelson, Gil Raab, Mark Clarke, Nick Tipple, Phil Trowbridge, Al Wassenhove, Janice Fingar, Chairman Jim Galvin, and Town Attorney Ted Guterman. Michelle Radley sent her regrets and notified the Board that she will not be able to participate as a Board member.

The events of last month's meeting were reviewed. Chairman Galvin suggested that a time-line for the collection of specific data by specific committee members be developed. It was pointed out that information had been collected to aid development of recent mining and land use laws. Committee members asked to receive copies of the Town of Ghent's new zoning regulations.

The adaptability and usability of data gathered by the 1994 Master Plan Committee was discussed. It was agreed that the documents should be reviewed.

With reference to the survey materials supplied by (CP&EA), members discussed:

- various survey formats such as paper, on-line [as a download or entered directly into the database], or a combination of both
- distribution methods such as door-to-door, telephone or a
- combination of the two
- level of detail to be included in survey(s).

It was agreed the public should be made aware of the Committee's presence and purpose as soon as possible. Mr. Clarke offered to write a press release, using data supplied by Mr. Galvin.

Committee members concurred that the survey should be available for distribution no later than the end of the first quarter of 2007. Within the next month or two, public meetings and workshops need to be scheduled, and a Town of Ghent web site established.

Chairman Galvin offered that the best use of Town funding would be in the development, distribution and analysis of the survey, and, encouraging Ghent residents to attend public meetings.

Committee members Tipple and Raab, along with Don Meltz, will review available Town profile/historical data.

Chairman Galvin presented Town Supervisor Andrew's suggestion that the Committee organize a trip so members can familiarize themselves with various parts of Ghent. It was also suggested that a Committee representative meet with Town Highway Superintendent Losa to discuss the history of the Town's roadways. Mr. Losa's opinion

of the impact of town growth on emergency services, etcetera would be both valuable and greatly appreciated.

Mr. Meltz, of Don Meltz Planning & GIS, explained that GIS Partnership is a data-sharing co-operative formed by non-profit conservation organizations, municipalities, government agencies and private industries. [GIS (geographic information systems) is a collection of computer hardware, software, and geographic data for capturing, managing, analyzing, and displaying all forms of geographically referenced information.<sup>1</sup>] Town Attorney Guterman was requested to review the GIS Partnership contract and then forward it to the Ghent Town for approval.

Chairman Galvin requested that, before the next meeting, Committee members develop ideas relating to topics to be included in the Town's survey. Chairman Galvin asked Mr. Meltz to prepare a time-line for workshops during the first quarter of 2007. It was suggested that members be prepared to attend a workshop to 'fine tune' the survey questionnaire.

The next meeting of the Master Plan Committee was scheduled for Tuesday, 16 January 2007.

Members took part in a map exercise, led by Mr. Meltz.

The meeting was adjourned at 8:40 p.m.

#### WORKS CITED

- 1 ESRI, Redlands, CA 92373-8100 (esri.com) - [www.gis.com/whatisgis/index.cfm](http://www.gis.com/whatisgis/index.cfm)