

**MINUTES**

Chair Jim Galvin called the meeting to order at 7:09 pm. In attendance were Committee members: Pete Nelson, Larry VanBrunt, Gil Raab, Jonathan Walters, Janice Fingar, Nick Tipple, Phil Trowbridge and Frank Mendelson. Also in attendance were: Town Attorney Ted Guterman of Guterman, Shallo & Alford PLLC and consultant Nan Stolzenburg of Community Planning and Environmental Associates.

Absent were Committee members: Jim Beal, John Fishman, Aaron Groom, Al Wassenhove and Kyle Wilber.

**JOINT COMMITTEE-TOWN COUNCIL MEETING**

Town Attorney Guterman gave a brief report of the 21 January 2009 meeting of Comprehensive Plan Committee members and Town Council members.

He said that the Town Council receives a monthly review of the meetings from Council/Committee members Pete Nelson and Larry VanBrunt: the Comprehensive Plan Committee has the full support of the Town Council. It was noted that the Town's website, [www.townofghent.org](http://www.townofghent.org), now includes copies of the latest draft Plan and support documents, and links to the Community Planning website, [www.planningbetterplaces.com](http://www.planningbetterplaces.com), where meeting minutes and agendas are available for review.

**PUBLIC MEETING & PUBLIC HEARING**

There was a general discussion relating to public meetings and Public Hearings, and the needed to provide residents with time to 'mark their calendars' and to review the report. It was determined that the Committee will hold one combined information meeting/Public Hearing. If later determined necessary, additional Hearings can be held.

Ms Stolzenburg strongly recommended that residents be notified, well in advance, of proposed events, and of the availability of draft reports for review. She noted that by providing residents with plenty of opportunity to read the document and be confident in its content, allows for a well-informed, well-educated public. The suggestion was made that the Committee issue a mailing/postcard of 'frequently asked questions' (FAQ) and/or an executive summary in order to provide residents with information well in advance of a public meeting/Public Hearing. Members will review the Town of Ancram's website Comprehensive Plan FAQ.

Members Walters and Mendelson offered to write a summary of the proposed Vision Statement and goals, for distribution to the public. It was agreed a one-sheet mailing, including: date, time, location, a an explanation of the Committee's purpose, a synopsis of the process and procedures and a summary of the Vision Statement and goals, be distributed to Ghent residents/property owners. Ms Stolzenburg will confer with Messrs Walters and Mendelson, in order to provide members with a draft summary/notice prior to next month's meeting. It is proposed that the mailing be distributed no later than the third (3rd) week of March 2009. It was also agreed to hold the meeting/Public Hearing on Saturday, 03 April 2009, at the Veterans of Foreign Wars (VFW) facility on State Route 66. Ms Stolzenburg suggested that the public meeting-Public Hearing be led by Chair Galvin. She will assist with the development of a talking-point slide presentation so individual Committee members can participate. The value of getting information to the public via press releases and newspaper articles was reaffirmed.

#### COMMITTEE MEMBERS' REVIEW OF DRAFT REPORT

In Member Wassenhove's absence, Attorney Guterman presented his comments after reviewing the draft.

- o it was agreed to include the dates of previous Comprehensive Plans in the final document
- o the listing of county roadways within the Town of Ghent will include County Route 21-C
- o reference will be made to the Town's approved new highway garage
- o information relating to vet service van usage/availability will be researched by Attorney Guterman
- o while Member Wassenhove objected to the photo of Arch Bridge that was on the cover of the draft plan, the majority agreed it was a good photo

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A motion to approve the 06 January 2009 minutes as presented, and the 21 January 2009 minutes as presented, was made by Mr. Raab. The motion was seconded by Mr. Galvin and unanimously approved.

#### NEXT MEETING

It was agreed the Committee will meet on Tuesday, 03 March 2009.

In closing, it was suggested that the *ad hoc* Comprehensive Plan Committee should be working towards terminating its involvement by September 2009.

There being no further business, Chair Galvin adjourned the meeting at 8:06 pm.