

**Village of Chatham
2013 Comprehensive Plan**

NOTES

Meeting #5

August 7th, 7:00 p.m. Tracy Memorial Hall

Attending: L.Locke, J. DelRossi, L.Ponter, A.Gaylord

Absent: K.Ellis, K.Kaczmar, M.Sarris, M.Wollowitz

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- No comments on July 10th Meeting Notes.
 - Update since last meeting:
 - New York Rural Water Association:
 - Lael and Ellen, Tom Curran, and Jonathan Walters (Town of Ghent Planning Board chair) met with Steve Winkley of the New York Rural Water Association (NYRWA) to speak with him about update the Village Wellhead Protection Plan, which was done in 1997. NYRWA will have funding in September that will permit them to do this without charge. We asked him if he could in some way address the surface water problems in the Village given their potential impact on groundwater, and he will consider how he can address that. Once the plan is done he will present the findings to the Village and Town of Ghent. Depending upon the timing, we can schedule this as a comprehensive plan activity.
 - CABA Meetings:
 - A meeting will be held on Friday, August 8th, with business owners in the Chatham Area Business Alliance (CABA) to have a preliminary discussion about issues related to local businesses. Lael and Ellen developed a list of questions to help frame the discussion. The meeting discussion will help us plan a meeting later this fall with consultant Norman Mintz, which might be held in conjunction with, but preceding, the first community meeting. That community meeting would also focus on “main street” issues. Lael/Ellen will be in touch with Norman after tomorrow to plan exactly how those meetings will be handled.
 - We discussed ways to gather information from the general public and for them to offer comments throughout the comprehensive plan process, in lieu of a written survey instrument. We will also explore using Survey Monkey to create a community survey. Aaron and Joanne will follow through on setting up a Facebook page and also an email address that can be used for general public comments. We'll get this information on the Village website and publicize it through local papers.

- At the July meeting we discussed having each committee member identify an area of personal interest to be in charge of and to gather information from other stakeholders in the Village related to that. For example, Melissa and Lael have already had a meeting regarding new arts uses at the school and Melissa is enthusiastic about focusing on the arts in other ways. Lael is also reaching out to the business community, and Karen can help with that as well. Each other member should identify where they are well positioned to contribute this way. We discussed Aaron and Leo speaking with the code enforcement officer and the planning board about what issues continually arise that may need to be dealt with in revised zoning laws.
- Each committee member should help develop a list of stakeholders to speak with and gather information from. Stakeholder names and some committee contacts that we discussed were:
 - Rich Kraham, Parry Teasdale, Scott Wood, Tom & Lynn Hope, and Tom Chulack; Rita Van Alstyne, Judy Rundell and realtors (Lael, and through CABA)
 - Walter Simonsmeier, Village planning board (Aaron/Leo)
 - Village zoning board (Joanne, Kevin)
 - Cheryl Nucciforo (Lael/Melissa), and MacHayden and Ghen Playhouse theaters (Melissa)
 - Seniors (in re aging-in-place issues), fire department, agricultural society (Joanne/Lael)
 - Also, Jonathan Walters (Town of Ghent) and Town of Chatham representatives (Lael)
 - Also Muriel Faxon, Sonoco Crellin, Shari Franks/Crellin park, Chatham Brewery, Zvi/ODB, Village police
- We're aiming for a November date for the business and community meetings, probably Saturday, November 9th to be held at the firehouse, or possibly the school.
- All members should continue to annotate the assignments to update 1995 goals and public improvements sections, if they have not already done it to confirm with Lael's example (sent to all by email.) We need Aaron's and Leo's assignments. This work should be done prior to a first community meeting so that we can present information on what has been done/not done from the '95 plan.
- The committee generally agreed that this fall will be devoted to information gathering; early winter can focus on analyzing information and formulating preliminary goals, after which a second community meeting can be held. Final recommendations and actions would be formulated after that. The plan could be completed and presented back to the community by late spring/early summer, with SEQR, public hearing and adoption by end of summer.

- The next meeting will be on Wednesday, August 21st, 7:00 p.m. Ellen will be out of town but members will meet.
- Meeting adjourned 8:25 p.m.

Submitted by E. Jouret-Epstein, August 8, 2013