

TOWN OF EAST GREENBUSH COMPREHENSIVE PLAN UPDATE



MEETING SUMMARY

Purpose: Comprehensive Plan Steering Committee (CPSC) Meeting #3

Date and Time: July 22, 2019 6:00-8:00 pm

Location: Town Hall, 225 Columbia Turnpike, Rensselaer, NY

Attendees: See Attached Sign-in

Agenda Item	Discussion	Key Decisions & Outcomes
<p>Welcome and Agenda Overview</p>	<p>Jaclyn Hakes (MJ) welcomed the members of the committee and the public and provided an overview of the agenda.</p> <p>Comprehensive Plan Steering Committee (CPSC) members present included:</p> <ul style="list-style-type: none"> • John Conway, Jr • Guy Warner • Robert Lehman • Steve Obermayer • Victoria Manieri • Bill Perkins • Adam Yagelski <p>The MJ Team members present included:</p> <ul style="list-style-type: none"> • Jaclyn Hakes, AICP, Director of Planning Services • Andrew Gillcrist, Planner • Andris Blumbergs, Planner <p>The following items were included on the meeting agenda:</p> <ol style="list-style-type: none"> 1. Welcome and Agenda Overview 2. Selection of CPSC Chair or Co-Chairs 3. Overview of Materials for CPSC Review <ol style="list-style-type: none"> a. CPSC Meeting Summaries 	<p>None</p>

	<ul style="list-style-type: none"> b. Draft Community Profile c. Draft Community Outreach Plan <ul style="list-style-type: none"> 4. Highlights of Public Engagement to Date <ul style="list-style-type: none"> a. Online Survey b. Public Open House / Visioning Workshop 5. Discussion of Draft Vision and Goals 6. Next Steps <ul style="list-style-type: none"> a. Stakeholder Interviews b. Preparation for Public engagement event #2 (Fall) 7. Public Comment 	
<p>Selection of CPSC Chair</p>	<p>Prior to CPSC Meeting #3, CPSC members had the opportunity to nominate a CPSC Chair or Co-chairs. The role of the chair is to act as the lead point person for the committee. This may include leading meetings and setting agenda items, participation on monthly coordination calls and preliminary review of comprehensive plan related materials and deliverables. Prior to the meeting one committee member was nominated via email, Victoria Manieri, who respectfully declined the position. During the July 22 meeting, Ms. Hakes asked for any other nominations. Bill Perkins nominated himself and all committee members present voted in favor.</p>	<p>Bill Perkins appointed as CPSC Chair</p>
<p>Overview of Materials for CPSC Review</p>	<p>Ms. Hakes provided an overview of materials that the CPSC will be reviewing. Materials include:</p> <ul style="list-style-type: none"> • CPSC Meeting Summaries <ul style="list-style-type: none"> ○ All CPSC meeting and public engagement events will include a meeting summary that outlines the agendas, discussions and importation outcomes of a meeting. These summaries will be provided to the CPSC for review prior to being posted on the Comprehensive Plan webpage. • Draft Community Outreach Plan <ul style="list-style-type: none"> ○ The Community outreach plan outlines the various methods used throughout the comprehensive planning process to inform the public about the project and to collect important feedback through public engagement events. • Draft Community Profile. <ul style="list-style-type: none"> ○ The community profile provides an overview of existing conditions and an analysis of current opportunities and challenges in the Town. The committee will be reviewing a draft that is 	<p>CPSC to review and provide comments to MJ within 2 weeks of receipt</p>

	<p>approximately 85-90% complete. More information will be added to the profile as the project team learns more through stakeholder outreach. The profile will be modified and expanded throughout the duration of the Comprehensive Plan Update.</p>	
<p>Highlights of Public Engagement to Date</p>	<p>Ms. Hakes and Andrew Gillcrist provided an overview of public engagement to date which includes the following:</p> <p>Online Survey</p> <ul style="list-style-type: none"> • The purpose of the online survey is to gather input from community members, business owners and other stakeholders about East Greenbush. This information will help inform the overall vision, goals and strategies for the town and help shape the Comprehensive Plan update. • The survey contains 21 questions covering four topic areas including: <ul style="list-style-type: none"> ○ Demographic and Background Information ○ The Way Land is Used ○ Quality of Life ○ The Future ○ The survey is available at: https://www.surveymonkey.com/r/EGCompPlan ○ As of July 18, 2019, there were 293 responses <p>Public Open House/Visioning Workshop</p> <ul style="list-style-type: none"> • The first public engagement event took place on June 17, 2019 from 6:00-8:00pm at the Red Barn at the East Greenbush Town Park. Over 100 community members attended the event which included an open house with opening remarks from Jack Conway, Town Supervisor and a presentation by Jackie Hakes (MJ) who provided an overview of the project and engagement event activities. • The purpose of the workshop was to introduce the project to the public and to gather input about a variety of topic areas and the community’s vision for the future of East Greenbush. Input was collected at a number of activity stations where attendees could leave comments on post-it notes or comment cards. • The open house included a variety of activity stations that included background information about the project, existing conditions in the Town and topic-based stations to 	

	<p>gather input about opportunities and challenges in the Town. The activity stations included:</p> <ol style="list-style-type: none"> 1. Project Overview 2. Community Profile 3. Community Vision 4. Challenges & Opportunities 5. Places We Gather 6. Serving the Generations 7. Mapping the Future 8. Idea Station 9. Kid's Corner 10. Take the Survey 11. Other Thoughts and Ideas <p>Mr. Gillcrist (MJ) then provided an overview of survey highlights to date and an overview of common themes received through the feedback at the Public Open House and Workshop on June 17, 2019.</p>	
<p>Discussion of Draft Vision and Goals</p>	<p>Next, Ms. Hakes led a discussion and interactive exercise about developing a vision and goals for the Comprehensive Plan. This included what a vision is and examples of vision statements from other communities.</p> <p>What is a Vision?</p> <ul style="list-style-type: none"> • A vision statement establishes the direction of the community over the next five to ten years • It forms the basis for the comprehensive plan • All subsequent recommendations aim to achieve the established vision • Typically uses present tense (as if you are 10 years in the future) • Subjects typically addressed: <ul style="list-style-type: none"> ▪ Common values of a community ▪ Qualities or resources that make a community unique or describe its identity ▪ Attributes people like and want to be sure to keep or want to change about their community ▪ Preferred future for each subject area of the community 	

Interactive exercise

Next, Ms. Hakes led a discussion with the committee to begin developing ideas for a vision for the Town over the next 5, 10 or 20 years. The committee was asked to share ideas about what the community should be in the future by completing the sentence, "The Town of East Greenbush is..." Following is a summary of comments received:

- A great place to raise a family
- A great place to live
- Has something for everybody
- Is largest town in county
- Has good schools
- A healthy sustainable community starting with good schools
- A small town in a modern suburb
- A safe community
- A community supportive of local businesses
 - Atmosphere to support
 - Resident's support
- Easy traffic flow (address traffic)
- Offers quality affordable housing/workforce housing
- A connected community that is organized and unified
- Attractive to others (sporting events)
 - A destination/attraction for learning and sports
- Has a sense of community
- Is a community of hamlets/neighborhoods
- Has spirit and pride
- A community of long-term friendships
 - Personal/social connections
- Trail connections to 9/20 and businesses
- A major player in the region for employment and entertainment
- Has planned growth
- Has connected neighbors
- Has organized development (in right spot)
- 9/20 is the spine
 - Attractive; facelift; supports commerce
 - Gateway to Town
- Walkable/bikeable – supported by land uses

	The feedback gathered by the committee along with feedback from the public in the online survey and from the public workshop will be utilized to develop a draft vision. At the next public meeting in the fall, the public will have the opportunity to weigh-in on the draft vision and recommend any changes or additions.	
Discussion of Next Steps	<ul style="list-style-type: none"> • Draft Vision Statement and Goals • Stakeholder Interviews • CPSC Meeting #4: Monday, September 23, 2019 @6PM • Preparation for Public Engagement Event #2: September 30, 2019 @6PM. Location TBD • Complete and distribute Draft Community Profile to CPSC for review 	MJ Team to develop draft Vision and Goals, schedule stakeholder interviews, prep for CPSC Meeting #4 and public engagement event #2 and provide draft Community Profile to CPSC for review.
Public Comment	No comments.	None
Adjourn	The meeting is adjourned at 8:00PM	None

This meeting summary conveys our understanding of the items discussed and agreements reached at this meeting. Please forward any additions, corrections and/or questions to my attention.

Submitted by:
Andrew Gillcrist

cc: Consultant Team, CPSC, Town Planning & Zoning Department



Town of East Greenbush
Comprehensive Plan Update



Comprehensive Plan Steering Committee Meeting
Monday, July 22, 2019, 6:00-8:00pm
Town Hall, 225 Columbia Turnpike, Rensselaer, NY

Please Sign In

Name	Affiliation	Email
ADAM YAGELSKI	TOWN OF EAST GREENBUSH	ayagsk1@eastgreenbush.ny.gov
John Conway	Zoning Board of Appeals Former Town Board Member	JConway1@aol.com
ROY WARRER	MSELS	RWARRER@NYCAP.RR.COM
Andrew Gilchrist	E. Greenbush Fire	Agilchrist@msjels.com
Robert Lehmann	BBL Construction	RLehmann@nyc-p.rr.com
Steve Obermayr		SObermayr@bblinc.com



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Comprehensive Plan Update



Comprehensive Plan Steering Committee Meeting
Monday, July 22, 2019, 6:00-8:00pm
Town Hall, 225 Columbia Turnpike, Rensselaer, NY

Please Sign In

Name	Affiliation	Email
Victoria Maureri	CRSC	victoria.maureri@nyresd.gov
Bill Perkins	CRSC	
Joe Letter	homeowner	JOE@LETTER.NYRESD.GOV
Frank Coppola	Self	FRANK@NYCAP-RR.COM