

**Village of Cold Spring  
Comprehensive Plan Special Board**  
*Local Waterfront Revitalization Plan*

*Workshop meeting, 7 p.m., July 3, 2008  
Cold Spring firehouse*

**Present:** Carol Casparian, Chair; *Members:* Karen Dunn, Marie Early, Anne Impellizzeri, Marshall Mermell, Lillian Moser, Liz Schevtchuk Armstrong, Ransom Taggart

**1. Preliminaries:**

The Chair opened the meeting at 7:00 pm.

**2. Minutes:**

The minutes of February 14, 2008 were reviewed, a few minor grammatical changes were required. Moser moved to accept the minutes as amended. Taggart seconded the motion. The amended minutes were accepted unanimously.

The minutes of May 8, 2008 were reviewed, a few minor grammatical changes were required. Moser moved to accept the minutes as amended. Taggart seconded the motion. The amended minutes were accepted unanimously.

The minutes of June 12, 2008 were reviewed. Early asked to defer the approval of the June 12, 2008 minutes until the next meeting because she had no time to review them.

**3. Reports from Working Groups:**

***A. Waterfront & Open Spaces Working Group:***

Dunn reviewed the Waterfront & Open Spaces Working Group report (attached)

***B. Community Resources Working Group: (Marie Early)***

The community Resources Working Group meeting was canceled because no members were able to attend.

***C. Government Infrastructure and public Services working group:***

Moser reviewed her Working Group report (attached).

***D. Economic Development Working Group:***

Impellizzeri reviewed the Economic Development Working Group report (attached).

***E. Village Character and Historic Preservation Working Group:***

Schevtchuk Armstrong reviewed the Village Character, History and Historic Preservation Working Group Report (attached)

***F. Grants and Consultant Working Group:***

Impellizzeri told Dunn she was glad that Dunn has taken an interest in the grant process. Impellizzeri spoke about a reimbursement grant from Preserve America. The Special Board just applied for a second Preservation League of New York grant which would be used for historic inventory. A consultant has not yet been chosen if the Special Board receives that grant. The interviewing process for a consultant will begin soon.

#### **4. Upcoming Meetings:**

September 4, 2008 will be the Community Resources Working Group stakeholders meeting.  
September 11, 2008 will be the Waterfront and Open Spaces working Group stakeholders meeting. However, they will not start until 7:30 p.m. Special Board business will take place from 7:00 – 7:30 p.m.  
October 9, 2008 will be Government Infrastructure and Public Services Working Group Stakeholders meeting.  
November 13, 2008 will be the Economic Development Working Group stakeholders meeting.  
January 1, 2009 will be moved to January 15, 2009 if the firehouse is available.  
A discussion will take place in October regarding whether or not to take December off.

#### **5. Stakeholder Meetings:**

- News releases will begin in August
- Each Working Group will be responsible for their own news release
- Each Working Group will send their own invitations to the targeted stakeholders.

#### **6. Outline of Timeline Tasks:**

Early has agreed to take over the timeline task.

Early discussed the timeline for July, August and September which consisted of analyzing reports, stakeholders meetings and start working on a SWOT (Strengths, Weaknesses, Opportunities and Threats)

- A preliminary SWOT outline will be due by Working Groups by October 2, 2008
- Also discussed was a spring consultant visioning and community update

#### **7. Liaison Report:**

Volunteer party - On September 6, 2008 there will be a Special Board and Working Group member volunteer appreciation party hosted by the Village Board.

GIPS Sub-group - Casparian passed out a letter from Mayor Phillips. Written by Trustee G. Robertson the letter was regarding protocol. Armstrong and Moser had no problem with the letter. The letter showed cooperation between the Village Board and the Special Board. Moser moved to acquiesce to the request and form a sub-working group of the GIPS Working Group headed by Mike Armstrong which will have 3 other members for a total of 4 members. Taggart seconded the motion. It was unanimously passed. Casparian will inform the Village Board that a sub-group was formed.

Resolution – The Board members reviewed the resolution that was previously passed by the Village Board of Trustees regarding protocol of information. Schevtchuk Armstrong reviewed and discussed several sections of the resolution with what she suggested should be changed in the resolution (attached). The resolution discussed came from a discussion Casparian previously had with the Village Attorney Mr. Steve Gaba relating to the procedure of presenting Working Group reports to the Village Board. The Board members had several concerns over the resolution such as:

- Dunn felt the resolution put a barrier between the Special Board and the Board of Trustees
- Schevtchuk Armstrong felt it seemed like Trustees wanted too much control and the process will be stuck in red tape
- Schevtchuk Armstrong expressed concern over the Village Board requesting and being given information before it is ready to be released
- Taggart discussed the opinion procedure between the Planning Board and the Zoning Board of Appeals

Trustee J. Teagle stated that the resolution was to act as a conduit in an attempt to open communications between the Village Board and the Special Board.

Casparian thanked Trustee J. Teagle and Trustee G. Robertson for their being at the meeting and their input on the resolution.

Casparian stated to Trustee J. Teagle that The Village Board will have to rework the resolution.

**8. Other Board Information:**

Moser will not be present at the next meeting. The door to the firehouse will be open. The door will lock automatically at end of meeting. If items seem to be missing fire company members probably have them and Special Board members should not worry.

Moser moved to adjourn the meeting. Taggart seconded the motion. The meeting was adjourned at 9:10 p.m.

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Carol Casparian, Chair of the Special Board

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Date