

Village of Cold Spring
The Special Board for the
Comprehensive Plan/Local Waterfront Revitalization Plan
Cold Spring Village Hall - 84 Main Street
8:00 PM – August 6, 2009

MEETING MINUTES

Present: Michael Armstrong, Chair; Anne Impellizeri, Vice-Chair

Members: Joseph Barbaro, Cathryn Fadde, Marshall Mermell, Michael Reisman, Catharine J. Square

Also in attendance: Special Board Liaison, Trustee Lynn Miller

Absent: Kathleen Foley

Meeting called to order at 8:08 PM

I. GRANTS AND CONSULTANTS REPORT / COMPREHENSIVE PLAN / LOCAL WATERFRONT REVITALIZATION PLAN

Anne Impellizeri reviewed the Grants and Consultants Group Report from June – July 2009, including The RFP returned with Suggestions by the Department of State as the Board discussed as follows:

- Catharine Square will assist with researching and updating grant possibilities. Monthly Grants & Consultants Report(s) will continue Anne Impellizeri's responsibility as group leader.
- Just to be clear (per Anne Impellizeri) the Dept of State grant amount is for \$50,000
- Feedback from DOS Liaison, Jaime Ethier. As agreed by the Special Board, Anne Impellizeri sent the original Draft RFP for preliminary review.

II. APPROVAL OF PAST MEETING MINUTES

May 14, 2009 – Barbaro moved to accept the amended minutes as presented. Impellizeri seconded the motion. The motion was approved 4-0. Reisman and Fadde abstained since they were not on the board at that time.

June 11, 2009 – Impellizeri moved to accept the amended minutes as presented. Barbaro seconded the motion. The minutes were approved 6-0.

July 2, 2009 – Mermell moved to accept the minutes as presented. Fadde seconded the motion. The minutes were approved 6-0.

July 9, 2009 – Mermell moved to accept the minutes as presented. Impellizeri seconded the motion. The minutes were approved 6-0.

III. SPECIAL BOARD SECRETARY AND TREASURER POSITIONS

- Armstrong recommended Square for the position of secretary. The secretary will oversee the Minutes beforehand then sent to Chair and Vice-Chair to review. Mermell moved to recommend the appointment of Catharine Square as Special Board Secretary. Reisman seconded the motion. The motion was approved 6-0.
- Armstrong recommended Fadde for position of Treasurer. Impellizeri moved to nominate Cathryn Fadde as treasurer. Mermell seconded the motion. The motion was approved 6-0.

Maps update. Impellizeri spoke about the plan for the Special Board to obtain maps and work with Mr. Glenn Watson with the remainder of the money from last years' budget, plus some from this year. AEI

IV. REVIEW OF REQUEST FOR PROPOSAL (RFP)

Request for Proposals Village of Cold Spring Local Waterfront Plan and strategy dated August 2009.

- The RFP must be reviewed by Special Board and Village Attorney and sent to the Village Board and approved by the DOS before going out to consultants for their proposals.
- Board members discussed hiring a consultant(s) and what would happen if the wrong consultant was hired.
- Mermell explained how the framework of the LWRP works.
- The Special Board will eventually put in writing what has been done and what remains to be done. It was also noted that language must be clear as to exactly what we want so there is no confusion.

(The Chairman noted Catharine Square joined the meeting at 9:06 pm)

- The Goal of the Chairman is to have the document voted on by the next meeting. The Chairman suggested wording the specific changes in the document the exact way the Board member making the suggestion wants it to read. The Board member making the change must put their initials on the changes. Impellizzeri will make all the possible changes.
- Mermell suggested setting up a system for editing of information so all Board members can review it.
- Barbaro suggested deferring to discuss on August 13, 2009 meeting to discuss the Waterfront District Report: for Village Board.
- Barbaro moved to adjourn the public portion of the meeting to go into executive session. Fadde seconded the motion. Motion passed.
- The Special Board in the Executive Session agreed to ask the Village Board to reduce the number of Comprehensive Special Board members to nine instead of eleven.

The meeting was adjourned at 9:55 pm.

Michael Armstrong, Chair

Date