

**VILLAGE OF COLD SPRING
SPECIAL BOARD for a
COMPREHENSIVE PLAN/LOCAL WATERFRONT REVITALIZATION PLAN**

**Minutes
Meeting of July 22, 2010
At Cold Spring Village Offices**

Present: Michael Armstrong, Chair; Members: Karen Doyle, Marie Early, Cathryn Fadde, Catharine Square.
Absent: Anne Impellizeri, Marshall Mermell, Michael Reisman

The Chair called the meeting to order at 7:44 pm.

Remarks of Chair

Mike Armstrong stated that an application for the vacancy on the Special Board had been received from Anthony Phillips and has been sent to Special Board members; Phillips has also volunteered to join the Economic Vitality Coordinating Group. Armstrong noted that Peter Henderson is expected to submit an application for the vacancy. All applications must be received by July 27th at 4pm.

Members of the Special Board were asked to put their cellphones on vibrate during meetings, and to refrain from sending/answering text messages.

Minutes from meeting on July 8

Catharine Square requested a clarification be made to the July 8 minutes relative to demographic data; this was agreed to. Karen Doyle made a motion that the minutes be accepted with the modification. The motion was seconded by Cathryn Fadde and approved unanimously.

Treasurer's Reports – 2009/2010 Final Report, and 2010/2011 Budget

Fadde presented the Final Financial Report for the 2009/2010. The year ended with a surplus of \$88.81. The 2009/2010 financial report has been included in these minutes. Marie Early made a motion to accept the Final Financial Report for 2009/2010. The motion was seconded by Doyle and approved unanimously.

Fadde presented the 2010/2011 Budget. The Village Board had approved \$11,000 for the fiscal year. Fadde needs to modify the Budget to reflect the approved \$11,000; Armstrong indicated the line item to modify.

Fadde asked if there were any outstanding bills. Armstrong said that he had received a bill from GreenPlan but since Ted Fink was on vacation, he has been unable to verify the bill.

Calendar and Schedule Review

Armstrong said that the July 29 meeting will be held at the Village Offices.

He asked board members to plan for additional Special Board meetings on September 16, 23 and 30.

The September 30 meeting will be a formal Special Board Hearing, required by law, to review the Comprehensive Plan. He expects that the Action Items will be the primary discussion points at that meeting.

The September 16 and September 23 meetings will be less formal meetings but they too will be public reviews of the Comprehensive Plan; the focus will be on the controversial issues.

Armstrong will try to obtain the VFW Hall for those meetings. The start times for those meetings will be determined although Armstrong is thinking that they will start at 7:30pm to allow commuters to attend.

Comprehensive Plan Format Discussion

There will be an Introduction at the beginning of the Comprehensive Plan; it will contain, among other things, demographic data.

Armstrong had created a new format to be used by each Coordinating Group's section and he had created a draft of each section using that format with the materials generated thus far by each Coordinating Group. The new format is intended to be much more precise and concise. It contains: a brief introduction to the section (Goal) followed by a few paragraphs which provide some background on that goal; a numbered, one-sentence Objective; and one or more numbered one-sentence Action(s) intended to implement that Objective. Additional information supporting Objectives or Actions will be included in an Addenda section cross-referencing the specific Objective/Action by using that number.

The total document will be in the range of 25 pages.

There was discussion about the readability of the section format. Catharine Square volunteered to create a more readable heading/numbering format by July 23 and circulate it .

Technical Questions Discussion

Armstrong has not yet received many items that are considered Technical Questions. He provided a few examples of what constitutes a Technical Question. He asked that all Coordinating Groups provide their list of Technical Questions by July 29.

Maps and Illustrations: Lists from Coordinating Groups

Armstrong had circulated a list of Maps that had been identified for inclusion in the Comprehensive Plan. He asked the Coordinating Groups to think about this list – was it correct and complete? He also asked that Coordinating Groups identify illustrations that would be required. He asked that feedback be sent to him by August 5.

He noted that the maps that had been identified thus far could not be obtained from the County so they will have to be commercially created.

Status of Drafts

Each of the Coordinating Groups provided an updated status for their sections.

Controversial Issues

Parking - Armstrong said that he has a solution for Spring Brook resident parking at the Municipal Lot on Fair Street; since it is not Street Parking, the Village can issue Resident Permits. The Board members decided to defer a recommendation on Metered Parking until there are a larger number of Board members present.

Fire house – Early discussed the proposed recommendation for the location of the fire house. Again, the Board members decided to defer a decision on the proposal until there are a larger number of Board members present. .

Public Comments

A number of questions were asked and answered. During the Public Comment period, it was realized that the Depot Square status needs to be investigated - is it a privately owned Street, or is the area immediately in front of the restaurant the only privately owned portion of land. Armstrong will look into this.

Executive Session for Personnel Matters

There was no Executive Session.

Adjournment

Early made a motion to adjourn. This was seconded by Square and unanimously approved. Meeting adjourned at 9:20 pm.

Respectfully submitted,
Marie Early, Secretary
Cathryn Fadde, Treasurer

Village of Cold Spring – Comprehensive Plan/LWRP

					Notes
					\$ 2,668.35
REVENUE:	DEPT. OF STATE	GRANT		\$ 3,857.58	\$ 1,000.00
	GREENWAY \$7,500	GRANT	\$ 767.11	\$ -	\$ 189.23
	VILLAGE OF COLD SPRING	BUDGET		\$ 4,764.94	\$ 3,857.58
	STATE GRANT FOR TRAINING	GRANT		\$ 250.00	
	ADD'L VILLAGE BUDGET			\$ 6,000.00	
	add'L VILLAGE BUDGET training 2			\$ 500.00	
	INCOME TOTAL			\$ 15,372.52	
EXPENSES:	PROFESSIONAL SERVICES				PAID
	CONSULTANT			\$ 12,760.85	\$ 2,668.35
	MEETINGS FACILITATOR			\$ -	\$ 5,747.50
	PAYROLL			\$ 145.78	\$ 4,345.00
	TOTAL			\$ 12,906.63	\$ 12,760.85
	WORKSHOP RELATED				
	SPACE RENTAL			\$ 125.00	
	CF reimb - DECORATIONS			\$ 98.01	
	MA reimb. - DISPLAY MATERIALS			\$ 536.61	
	FOOD			\$ -	
	ADVERTIZING			\$ 90.20	
	POSTAGE			\$ 260.80	
	MISC.			\$ -	
	TOTAL			\$ 1,110.62	
	REIMBURSED EXPENSES				
	MARY SAARI - PETTY CASH			\$ 147.37	
	M. ARMSTRONG - TOUR VAN			\$ 175.00	
	A. IMPELLEZZIERI - DVD'S			\$ 24.78	
	TRAINING			\$ 520.00	
	TOTAL			\$ 867.15	
	OTHER EXPENSES				
	LEGAL NOTICE			\$ 15.01	
	PRINTING			\$ 384.30	
	TOTAL			\$ 399.31	
	EXPENSES TOTAL			\$ 15,283.71	
	TOTAL FUNDS AVAILABLE			\$ 15,372.52	
	TOTAL EXPENSES			\$ 15,283.71	
	AVAILABLE			\$ 88.81	