

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

**Minutes
Meeting of November 10, 2011
At Village Hall, 85 Main Street**

Present: Mike Armstrong, Chair; Anne Impellizzeri, Vice-Chair; Members: Marie Early, Stephanie Hawkins, Dick Weissbrod

Absent: Karen Doyle, Cathryn Fadde, Anthony Phillips, Michael Reisman

The Chair called the meeting to order at 7:37 pm.

Remarks of Chair

Mike Armstrong reported that the Village Clerk sent out the updated Comprehensive Plan on November 10 and posted it on the Village website; there was a late change (related to condominium laws) voted on by the Village Board at a special meeting of the Village Board on the morning of Nov. 10. The updated Comprehensive Plan is dated Nov. 10, 2011. A public hearing on the Comprehensive Plan is scheduled for Nov. 29. Armstrong said that a letter had been received from the DOS (unsolicited) with an application for an extension for the LWRS until November, 2012 for the \$50,000 grant in case there is some kind of delay. The application was signed by the Mayor and returned to the DOS. Armstrong also said that there had been no formal acceptance received yet from the state on the change to the line items in the budget for the LWRS (Jaime Ethier has reviewed the change and is in agreement with it). Armstrong said that he is waiting for a final invoice from GreenPlan which he is expecting on Nov. 11. Lastly, Scenic Hudson is holding a meeting in Beacon on Nov. 17 - an email has been sent to all members of the Special Board – members may want to attend.

Minutes – November 3 meeting

There was discussion on the minutes. It was agreed that the minutes would be amended regarding condominiums. Stephanie Hawkins made a motion to approve the minutes as amended. The motion was seconded by Dick Weissbrod and approved unanimously.

Report on the Planning Board

Weissbrod reported that on Nov. 8 the Planning Board accepted the Scenic Hudson documents for the West Point Foundry project and the Metro-North easement. The Scenic Hudson performance bond issue is still open; a proposal to accept a letter of credit in place of a performance bond is to be discussed at the next meeting.

Review of final changes to LWRS

Armstrong described the changes that were made since last week. These included the Village Board's changes, Ray Curran's new drawing for Dockside, removal of references to condominium law, Jaime Ethier's recommendations, and corrections of typos and formatting.

Marie Early made a motion to refer the LWRS with one change (the date is to be changed to Nov. 10, 2011) to the Village Board for acceptance and forwarding to the State. The motion was seconded by Weissbrod and approved unanimously. The Village Board next meets on Nov. 15 so it is expected that they will forward to the State following their Nov. 15 meeting.

Discussion of Document Publishing and Distribution

Two high quality copies of the LWRS will be made for the State (as per their request) on Nov. 15. The State will review the document and go through their process of acceptance. The State may request changes. If the State requests changes, the Special Board will reconvene and discuss the requested changes. If no changes are requested and the State accepts the document, there is no need for the Special Board to reconvene. A softcopy will also be made available to the State.

Armstrong will ask Mary Saari to poll the Village Board to determine who would like hardcopies of the LWRS. Following the Nov. 15 Village Board meeting, 1 copy will be made for the Village Office and 1 copy for the Butterfield Library. Softcopies will be sent to GreenPlan, Jaime Ethier, the Village attorney and others; the LWRS will also be placed on the Village website.

A press release will be issued following the Nov. 15 Village Board meeting. The press release will include identification of responsiveness to public comment (see below).

A cover letter will accompany the LWRS being sent to the State listing the outreach meetings on September 17, October 13 and October 27 and identifying examples of responsiveness to public comment (an ADA accessible walkway at Dockside, updated census statistics, the Riverwalk project).

Next Steps

Armstrong said he felt that meetings should be suspended going forward. Early made a motion to suspend meetings going forward. The motion was seconded by Hawkins and approved unanimously.

Armstrong noted that if an issue arises from the State's review of the document, an ad hoc meeting will be called.

Armstrong then went on to the topic of records retention. Electronic versions are acceptable. It was agreed that all documents are currently on the website. There are some documents such as parking data and Main Street commercial square footage spreadsheets may not be on the website; Armstrong will look into this and make them available to Mary Saari. Early will get copies of the audio tapes (on a flash drive) to Mary Saari. Armstrong will look into whether the video tapes should be retained. PowerPoint presentations should

be retained; Early will work with Mary Saari on these. Armstrong will look into any financial spreadsheets and RFPs.

Early will generate "Meeting Notes" from the Nov. 10 meeting and send them to the Special Board and have them posted on the website.

Armstrong and Anne Impellizzeri will work on a final status report and financial report to the State.

Armstrong asked everyone to send in their final timesheets.

Public Comment

There were no public comments.

Adjournment

Early made a motion to adjourn. This was seconded by Stephanie Hawkins and unanimously approved. Meeting adjourned at 8:44 pm.

Respectfully,
Marie Early, Secretary