

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

**Minutes
Meeting of January 12, 2012
At Village Hall, 85 Main Street**

Present: Mike Armstrong, Chair; Anne Impellizzeri, Vice-Chair; Members: Karen Doyle, Marie Early, Stephanie Hawkins, Anthony Phillips, Michael Reisman, Dick Weissbrod

Absent: Cathryn Fadde

Also attending: Ted Fink, GreenPlan

The Chair called the meeting to order at 7:34 pm.

Remarks of Chair

Mike Armstrong welcomed Ted Fink. Armstrong reported that the Comprehensive Plan (CP) was adopted by the Village Board on Jan. 10, 2012. There was a question as to whether “grandfathering” would apply to any projects or properties; Fink said that the Village Board could consider “grandfathering” when the CP is translated into law. Armstrong read into the minutes a letter to the editor of the Putnam County News and Recorder (PCNR) (attached), signed by Armstrong and Anne Impellizzeri, which responded to comments made by the editor of the PCNR about the CP.

Of note, the next meeting will be Wednesday, Jan. 25 instead of Jan. 26, to accommodate Jaime Ethier’s schedule – Jaime will be attending the next meeting.

Minutes – November 10, 2011 meeting

At the last meeting of the Special Board on Nov. 10, 2011, the minutes were never approved; they were published as “notes” of the meeting. Since this meeting was the first time the Special Board had met since Nov. 10, 2011, the notes from the meeting were reviewed. Stephanie Hawkins made a motion to approve the minutes. The motion was seconded by Impellizzeri and adopted unanimously, with Karen Doyle, Michael Reisman and Anthony Phillips abstaining (they were not present at the Nov. 10 meeting).

Review of Application, work description, 13 policies

The Village needs to have a contract with the State covering the LWRP work for the \$27,000 grant. The State estimate of the time needed to finalize the contract is from 3 to 4 months. Until the contract is signed by the State, the Village Board has been asked and has agreed to fund a portion of the LWRP work (reimbursable after contract signing). Jaime Ethier is working on the contract, as part of his role as liaison. Impellizzeri is taking the lead on the contract and gave an overview of the application for the grant to provide an idea of the

Work Plan that will be part of the contract; the application consisted of 90 questions. She called attention to questions 32 (Statement of need), 46 (Project Work Program), 52 (Describe and document how costs meet eligibility requirements of the program) and 87 (Other) and the proposed answers noting that the answers were a combination of ideas previously discussed and documented. She also pointed out that questions prior to #30 were more administrative in nature. (The grant application used the new State CFA – consolidated financial application). Jaime Ethier has told Impellizzeri that he will handle “State and federal permitting, funding, and direct actions are consistent with the approved program”, a portion of #52).

There was discussion concerning how and when the Special Board and/or the Village Board is made aware of projects by state and/or federal agencies that affect the LWRP. It was agreed that this is a question to be asked of Jaime Ethier at the next Special Board meeting (Jan. 25).

The steps for the LWRP were outlined. The LWRP will build upon and includes the LWRS with appropriate elaboration. The contract will probably require at least one community workshop. Impellizzeri said that it might be beneficial to connect with more community organizations. The LWRP requires a SEQRA review. The draft must be accepted by the Village Board, and referred and reviewed by a list of government agencies (there is a required 60 day review period by those agencies). Any requests for revisions by those agencies or the DOS Division of Coastal Resources must then be made to the draft. The Village must then adopt the LWRP plus a consistency law and regulations required by the LWRP (if any). The proposed schedule has the creation of a preliminary draft by the end of June followed by the remaining steps identified above.

Other LWRPs that could be helpful for the Special Board members to review are Dobbs Ferry, Haverstraw (village), Tivoli, Kingston (city), Poughkeepsie (town). Ted Fink volunteered to make available an electronic library of LWRPs. They can be used to determine how other municipalities addressed the 13 policies (which are divided into 4 sections). It was pointed out that, as before, the entire Village, including some areas underwater, falls within the definition of “waterfront”. It was suggested that by reviewing the other LWRPs, the SB may come up with questions for Jaime at the next meeting; members agreed to take this as an assignment for the next meeting. Impellizzeri suggested forming work groups to begin to address the LWRP; it was agreed that this would be deferred until a later point in time. In response to a question, Armstrong said that he thought that statements containing recommendations would be acceptable in the LWRP in lieu of specific actions. Fink said that the Village Board will probably form an LWRP advisory committee to assist various boards in interpreting and implementing specific policies/items from the LWRP, or give that responsibility to a currently standing board such as the planning board. Fink said that the State is looking for a single group to be responsible for the interpretations; State and federal agencies will do the same, that is, interpret the LWRP relative to a proposed State or federal project.

Volunteer hours are counted at a rate of \$25/hour. This was discussed later in the meeting. Of the \$27,000, \$25,000 will be used for consultant hours. The remaining \$2,000 will be used for advertisement, materials, office assistance, etc.

The 3 projects in the LWRS can be extended and/or modified. The other projects, identified in the LWRS in less detail, can be described and analyzed in more detail including specific recommendations including, for example, Foodtown.

Potential report on the Butterfield Site (added to the agenda)

There was a discussion on the Butterfield site. While there is a request for a zoning law change (involving a Planned Unit Development, or PUD) before the Village Board, there is no site review application yet before the Planning Board for Butterfield. Armstrong said that we have a unique opportunity to influence those concepts now, based on the LWRS and any other available information, using the same techniques used in developing reports on Dockside, the Village Garage site and Marathon. The LWRS did make a recommendation on a zoning change for the Butterfield area. After some discussion, Hawkins made a motion to invite the Village Board to solicit a report from the Special Board on the Butterfield conceptual plan. The motion was seconded by Impellizzeri and passed unanimously. Impellizzeri, Hawkins, Michael Reisman and Anthony Phillips volunteered to work on developing such a report. The schedule is to have the first draft of that report available for the February 9th meeting and the final report available for the February 23rd meeting since the developer is currently seeking funding for the project and is eager to move forward. Both February Special Board meetings would be identified to the public as an opportunity to provide comment on the Butterfield site.

LWRP Schedule

The proposed schedule for the LWRP is to have it completed by year end 2012. The contract will probably require one public meeting; it was agreed to tentatively schedule the meeting for Saturday, May 5. For the first six months of the LWRP schedule, the Special Board will continue to meet the 2nd and 4th Thursdays of the month at the Village Hall. The remaining six months of the schedule will be determined at a later date.

Budget

This topic was deferred to the next meeting since Cathryn Fadde (Treasurer) was not present.

New Administrative Procedures on reporting volunteer hours

To match the State grant, the LWRP probably needs approximately 1,100 volunteer hours, most of which will probably need to be logged before the end of June, 2012. Armstrong emphasized the importance of recording and reporting volunteer time on time sheets. He requested that all SB members send him, by the first meeting of each month, their time sheets, either electronically or in hard copy. He pointed out that any volunteer time from Dec. 8, 2011 (the date we were notified the grant had been awarded) could be recorded and reported as well. Time can be recorded in hours or 15 minute intervals for attending meetings, handling emails, reading documents, participating in conference calls, researching, email, writing reports, etc.

Public Comment

Brad Petrie, vice commodore of the Cold Spring Boat Club, expressed interest in the Harbor Management Plan. He also indicated interest in addressing silting and repairs to the breakwater wall at the Boat Club.

Adjournment

Weissbrod made a motion to adjourn. This was seconded by Hawkins and unanimously approved. Meeting adjourned at 9:27 pm.

Respectfully submitted,
Marie Early, Secretary

Signed,

Michael Armstrong

Solid Progress, Not “circular motion”

Editor Douglas Cunningham’s remarks in the January 4 PCN&R, on the Cold Spring Comprehensive Plan, and his characterization of “some in government” as showing a preference for “inertia” and “at best, circular motion,” fall wide of the mark.

Consider that in just the past 10 weeks the Cold Spring Special Board for a Comprehensive Plan/LWRP: 1) completed the in-depth 169-page Local Waterfront Revitalization Strategy (LWRS), on schedule and on budget, and had it accepted by both the Village Board and by the State of New York; 2) applied for a \$27,000 grant from the State to complete the full Local Waterfront Revitalization Program, a grant which the State promptly approved, and; 3) saw the Village Board move the Comprehensive Plan through SEQRA review, Putnam County Planning Board review, its third public hearing, and, finally, adoption through a unanimous vote on January 10.

The LWRS includes a carefully detailed proposal for Dockside that was developed in several public meetings, favorably received by the community and improved by public comment. The Dockside proposal could easily meet the requirement for a conceptual plan in the contract now being negotiated between the Village and the State Office of Parks for the long-term management of the site. Also, the LWRS presents a detailed proposal for future land and water uses and some vital guiding principles that will help shape future development of the Marathon site. In further evidence of its importance, Developer Paul Guillaro cited the LWRS in his presentation on his draft proposal for the Butterfield Hospital site.

We hope that the PCN&R will make a point of informing its readers of the important work about to be done in 2012 on the Cold Spring Local Waterfront Revitalization Program. Once it is approved, the LWRP,

through a “consistency review” provision, will give the Village’s plans standing at all levels of government. For example, a Harbor Management Plan, just one part of the LWRP, can set the groundwork for addressing such concerns as the silting of the riverbed south of the main dock near the Boat Club, the stabilization of eroding shorelines, and oversight of ferry and excursion boat service. Such groundwork, stated explicitly in an LWRP, is a necessary step to obtain the grants the Village will need to effectively address the challenges and opportunities we face together.

This is not “inertia.” It is good government, energized, optimistic, and practical, pursuing the necessary legal steps in service to the people of Cold Spring.

Michael Armstrong, chair, Special Board for a Comprehensive Plan/LWRP

Anne Impellizzeri, vice chair