

The meeting was called to order at 7:03 pm by Acting Chairman Frank Mendelson. In attendance were Committee members Jonathan Walters, Larry VanBrunt, John Fishman, Aaron Groom, Phil Trowbridge, Gil Raab, Nick Tipple, Pete Nelson, and Al Wassenhove. Also in attendance were Town Attorney Ted Guterman and Community Planning and Environmental Association representative Nan Stolzenburg. Absent were Jim Beal, Janice Fingar, Jim Galvin, and Kyle Wilber.

#### Public Input

There were no public comments.

#### Comments Received by Committee Members

Mr. Wassenhove shared comments he received from members of the public. In addition, he offered his thoughts on the Profile and Inventory document dated 02 October 2007 and suggested some changes re Rudolph Steiner Association, police protection and a 'Welcome Wagon Program.'

#### Focus Groups

It was suggested topic-oriented small groups be organized. It was noted that groups provide for quick, immediate results. It was questioned whether 'experts,' those with specific areas of expertise, and representatives of government agencies, be invited to participate. During a discussion, it was noted that Focus Groups address divergences within a town; allow for issues to be delineated.

Ms Stolzenburg suggested that first, a draft Vision Statement be distributed to Committee members, to allow them time to review the materials and consider possible actions prior to the January meeting. Experts could be engaged to participate, following the preparation of a Vision Statement.

It agreed that individual committee members provide Ms. Stolzenburg with written copies of their personal suggestions and wording of a Vision Statement before 20 January 2008. This will provide Ms Stolzenburg with time to compile the data for the February 2008 meeting.

She also stated Committee members will have copies of all documentation relating to the September 2007 survey, available for review, no later than Christmas. It was noted the survey response rate was approximately 30% which is considered an excellent rate of return. It was agreed that the survey period had ended. According to Ms Stolzenburg, the surveys included extensive comments; these will be transcribed and a list of same made available to Committee members.

#### Milestones

It was stated that the survey results will be available prior to the next meeting of the Committee, Tuesday, 08 January, 2008.

- A draft Vision Statement and set of goals will be drawn from the results. At this point, the Committee will provide suggestions, and offer solutions and actions to achieve the items set out in the Vision Statement. It was noted that this is a time consuming process.

There was general consensus that it was important for the committee to proceed with the process of writing and reviewing the Comprehensive Plan with the goal of producing a quality document with adequate public input rather than rushing to complete its work. The point was made that the last plan is over 25 years old. As it is expected the new plan will remain in place for Ghent's foreseeable future, it is preferable to take any time necessary, rather than expedite review of the material. Town Attorney Theodore Guterman suggested that all members of the Committee review the material. Ms. Stolzenburg stressed the need for members to be prepared for each meeting. Milestones were discussed as a way to keep the committee on track and the public informed. A major milestone will be the meeting between the Ghent Comprehensive Plan Committee and the Town of Ghent Board at which time the Committee will provide the Town Board with a check list of specific actions.

### Minutes

Mr. Fishman made a motion to approve the Minutes of the 30 October 2007 meeting. The motion was seconded by Mr. VanBrunt and unanimously approved.

### Next Meeting

The next meeting of the Comprehensive Plan Committee will be held Tuesday, 08 January 2008 at the Ghent Town Hall, beginning at 7 o'clock.

There being no further business, the meeting was adjourned at 8:37pm.

### **TIMELINE**

by Friday, 21 December 2007

- members provided with copies of the survey results
- Nan send same to Barbara for distribution
- members to study survey results, in advance of the January meeting
- members to be provided access a list of the 50+ comments included on surveys

by Tuesday, 08 January 2008

- members come to meeting, prepared to discuss their personal set of goals
- no later than Friday 18 January 2008, individuals need to provide Nan with a hard copy of their goals