

Genoa Comprehensive Planning Group Notes  
Monday, 17 November 2008

Present: Joanne Baum, John Berry, Glenn Miller, Ralph Nettleton, Karin Wikoff.

1. Reviewed and approved **previous meeting notes**. Karin will send them to Sue Moss to be posted on the Town website. Dan still owes meeting notes from the 21 October Meeting; Karin will try to put some together from her scribbles.
2. Joanne Baum reported on behalf of Dan DalCais (who was indisposed and not able to attend) about the most **recent Town Board meeting**.

Some highlights:

- How the committee came into being, starting with concerned neighbors at a Town Board meeting who expressed the need for a plan, Dan DalCais put forward to be Chair by Sjana Berry-McClure and was appointed by the Board. The committee has had 7-8 meetings with a total of about 40 people attending. The group created a survey, perhaps imperfect, but a starting point, in hopes of not only gathering information, but also generating general interest and advertising the group's existence. When only 25 completed surveys were returned, the group arranged for surveys to be available outside the polls on Election Day, which has successfully increased our total.
- The Board responded positively and confirmed they wish Dan to continue as Chair.
- Peg Bradley will continue in her role as liaison.
- Drake Bassett volunteered and will prepare the numerical data from the surveys.
- Steve Lynch from the County Planning Department will give a presentation on comprehensive planning and how the County can help individual communities.
- Peggy has secured a budget of \$2,000 for the committee for this coming year.

**Discussion** ensued:

**Auburn** is beginning comprehensive planning meetings and the public is welcome. Ralph and possibly also Joanne will try to attend the next Auburn meeting this Wednesday, 6:30-8:30 at the Auburn Public Theatre at 108 Genesee St, for ideas on our own planning process.

There was also discussion of **specifics vs. vague** language in planning documents. A mission statement or vision statement can be general, but should be worded carefully, as it is the underlying framework on which all specifics are built.

It was mentioned that there is **no Zoning Board in Genoa** and that at some time in the Town's past, there was a mandate and the Town was told that if they did not do zoning, someone from Albany would do it for them, so the bare minimum was done to keep Albany out of things.

Some issues which might be outlined as **general goals** might be:

- To improve the communication infrastructure, this could include anything from affordable, reliable, high-speed internet access, to a lighted sign for Town events.
- To create more definitive zoning.
- To address the question of self-government.

Also discussed were the question of to what extent to use plans from other local communities as a “**cookie cutter**” and whether it might not be appropriate to put a moratorium on development until a plan is finalized.

**Additional speakers and/or consultants** might include Judy Wright from Auburn, though we will wait until after the initial survey is finished before approaching her. Town Board Member Lori Fessenden has grant-writing experience and we may want to inquire with her about trying to procure additional funding, as consultants and speakers can be costly.

On the subject of **communication**, the subject of a light-up sign for community announcements, such as they have in Lansing, has come up several times. There is a glass case for notices in front of the Highway Department on Route 90 – we should inquire if we can put up meeting notices there. Karin will ask Sally Otis of the Hazard Library in Poplar Ridge if we can put hard copies of our materials “on reserve” for committee members and others who do not have Internet access.

The **charge of the committee and roles** of the members will become clearer when we have had the presentation from Steve Lynch. For the time being, we will use the rough duties outlined below.

- The Chair leads meetings, works with the Secretary to set an agenda, and is the responsible party who deals with outside organizations, consultants, etc.
- The Secretary will work with the Chair to prepare the agenda, will communicate meeting times to the committee members and the general public when appropriate, and beginning with this meeting, will take notes and make minutes and other materials available to all members to the best of her ability.
- Liaison to the Town Board is the go-between for the group with the Town Board.
- Members at Large will work on subcommittees/work groups as needed, and attend meetings regularly and participate in the process.
- Guests are welcome at most meetings unless there is some reason for a closed session.

### 3. Business in Progress:

A. Review of **surveys received** – These were not available at this time. Karin will enter comments in a spreadsheet for study; Ralph will make back-up copies and deliver the originals to Drake Bassett for the numerical data to be entered in an analyzable format.

B. First discussion of **meeting with Steve Lynch** to plan the Genoa-specific follow-up survey and request volunteers to man proposed survey drop-boxes around the

community. The many past delays in getting Steve Lynch to come give the presentation were mentioned, but Joanne noted that Dan had spoken with Steve in the past couple days to confirm when he could come, which is now proposed for early December. There are too many issues which have come up in the surveys for the plan to be ignored, so we will be making sure we nail down a date for Steve.

Ideas for locations for **survey drop boxes** included Smith's IGA, the Pit Stop, the King Ferry Bowling Center and the Town Hall. Ralph will check at Smith's to see if they are willing; we will ask others from the larger group to volunteer to coordinate other locations.

#### 5. Wrap-up

A. Set date for next meeting (s). Dan will tell Steve Lynch that we meet on Mondays at 7 PM, and should propose 1 December, as the BOE is most likely meeting on the other early December date, 8 December.

B. Review of items accomplished tonight Approved notes, Report of Town Board Meeting, plans for immediate future work)

C. Action items:

- Dan will schedule presentation by Steve Lynch
- Karin will send approved meeting notes to Sue Moss to be posted on Town website
- Karin will type up meeting notes from this meeting, as well as the 21 Oct meeting for approval at our next meeting.
- Karin will organize all documents currently available and ask Sally Otis if we may put them on reserve at the Hazard Library.
- Ralph and Joanne will try to attend the Auburn Comprehensive Planning Meeting.
- Karin will prepare the survey comments for sharing and study.
- Ralph will make back-up copies of the surveys, then deliver the originals to Drake for numerical data entry.
- Drake will enter the numerical data.