

Genoa Comprehensive Planning Group Notes
Wednesday, 18 February 2009

Present: Maria Bachich, John Berry, Dan DalCais, Barb Patchen, Dave Stilwell, Karin Wikoff.

1. Review and approval of previous meeting notes.

2. Reports from Subcommittees:

A. Survey 2: Ralph Nettleton was unable to attend, but he sent word that his subcommittee is still getting organized and has not yet met. He reports he has not been able to reach Drake Bassett yet to ascertain if he is willing to continue his role from the first survey developing and analyzing the second survey.

Someone asked why we are doing a second survey, and was answered that we hope to reach more people and to focus more on the main issues which came out of the first survey as well as getting new ideas. We hope to use info from the first survey, along with info from the inventory group in terms of trends to give people something to which to react.

B. Inventory: We had thought the person who ends up serving as rep to the County Planning Board should be the chair of this subcommittee, since it will involve so much direct work with the County. At this point there are members but no chair, so it is fair to say this subcommittee is also still organizing. Dave Stilwell stepped up and helped us choose a date to meet with the County Planning Department people after he gets back from a business trip (12 March) and Maria gets back from being away (8 March) – that meeting is tentatively set for Friday 27 March.

C. Marketing: Susan Tosto was not able to attend, so Maria Bachich spoke for the Marketing subcommittee, which is also still getting organized. They have not yet been able to reach Melissa Miller to see if she is willing to serve on this subcommittee. Dan DalCais checked and the Town does not have a bulk mailing permit. He has the appropriate forms and it would cost \$180 for a year if we want to apply for one, plus the cost of the postage (and copying) for any mailings. Dan will share this information with Susan. The Town of Genoa Comprehensive Planning Committee is not an entity such as the Town Board, so if we pay for the permit out of our budget, the Town will be the entity named on the permit and will also be able to use for any purpose they might like. Maria also noted that the deadline for the next Tribune is 1 March.

3. Representative for the Town of Genoa to the Cayuga County Planning Board – info from Peggy: Peggy had sent word clarifying that the Town Board will select the rep to the County Planning Board, though we can put forward candidates, particularly since we are the most intimately involved in the local planning work. John Berry had already put his name forward; Dave Stilwell had expressed interest if John wasn't, so we are putting both names forward for the Town Board to make the choice of these or from some other candidate(s) of their liking.

4. Sharing County Planning Info: Karin brought the CDs from the County Planning Department. Barb and Dave volunteered to burn copies; Barb currently has the originals and will return them to Karin when the copies are made.

5. Timeline and Flow Charts: Dave Stilwell gave a presentation using flipcharts to help us visualize the work before us. He lined up the various tasks alongside a timeline and a budget column, and we went through each step, matching the tasks to the most likely groups to work on them.

Developing the Vision: Survey and Marketing subcommittees mostly – a circular process between the whole committee and the public. We'll receive input via surveys, internet and meetings, and provide info via newsletters, bulletin boards, the Town website, the public library and any other ways the Marketing subcommittee puts together. The focus is on major issues, needs and desires for our future.

Goals, Objectives, Actions: The Inventory subcommittee mostly – gathering information on Demographics, transportation, infrastructure, capacity, problems / Economics, businesses, tax base, trends in the above / Parks and recreation / Town lands, land use / Environment and physical geography, water, soil, etc / Environmental quality (air, water, landscape/habitat, conservation) / Open spaces, vistas, "commons" / Agricultural, Ag district / Housing / Historical and cultural resources / Energy infrastructure (wind power, gas drilling) / Schools / Water and sewer.

Analysis of Data: The Vision + the Baseline Data: Trend analysis, needs liability, goals by categories (the more refined objectives, and further refined actions). When we have put all the pieces together, we compile the report, and have it reviewed by: the Town Board, the County Planning Department, the Intermunicipal group, and by the public at public hearings. When it has passed that far, it will hopefully be adopted by the Town Board, but it still has to be reviewed by SEQR and by Ag & Markets, before being filed by the Town Clerk and the County Planning Department.

We did have a brief mention of the need to map these activities to a timeline and to costs/expenses, but the meeting was running late. Karin will ask Peggy when the Town Board has its next budget meeting, and also for some guidance in terms of the process for requesting and spending money from our budget.

Dave noted we should put a projector on our wish list both for our work and for presentations to the public.

6. Meeting Times: In order to give the subcommittees time to set up and get going, the next full meeting is set for Monday 6 April at 7 PM.

7. Wrap-up

- A. Confirm Date/Time/Agenda of next meeting
- B. Review of items accomplished tonight
- C. Action items: Who is doing what by when

Karin will contact Peggy about the budget process.

Barb will make copies of the CDs and pass the original back to Karin for the files.

Ralph will try to reach Drake Bassett and get the Survey 2 subcommittee going.
The Inventory Subcommittee will have to pick a chair and get going.
Susan will try to reach Melissa Miller and get the Marketing subcommittee going.
Dave Stilwell will set up a meeting of the Inventory subcommittee with the County Planning Department for 27 March if possible.

Respectfully Submitted,
Karin Wikoff, Secretary