

Committee Attendance:

Edie Greenwood	Ed Downey	Debbie Middlebrook	Absent: Patti VandeBogart
John Crodelle	Dianne Engleke	John Midwood	
Dale Culver	Bill Kish	Mimi Ramos	

Guests: Sam Busselle, George Kaye, Kaitlyn Lyle

Chair Edie Greenwood opened the meeting at 6PM with discussion of Draft Comprehensive Plan Part I (January 2019).

Edits made:

Front cover: Will include the logo of the plan.

Page 3 - Acknowledgements:

- Add Stephen Waite and Lance Middlebrook to Committee Members (Resigned During Project).
- Delete Dale Culver and Lisa Cope under Town Staff Assistance, add Debbie Phillips.

It was agreed to follow Ed Downey’s suggestion of beginning the goal sections (beginning on page 19) with Capital Improvement Projects (B) instead of Regulatory Actions (A). Regulatory Actions would then become C. New order: (A) Capital Improvement Projects; (B) Projects and Programs; and (C) Regulatory Actions.

Page 14 - Chart of Summary of Publicly Identified Threats:

Edie wanted clarification of “Real estate market that influences affordability” under Summary of Publicly Identified Threats.

- Changed to: Escalating real estate prices limit affordability.
- “Lack of funding” changed to: Limited funding for Capital Improvements.

Ed: Doesn’t like the layout; hasn’t been curated to identify what the themes were and what people were saying.

Edie: SWOT analysis is in the wrong place; it’s a data dump. Maybe it should be an appendix item.

Dale: Questioned “Putting poor national dairy economy stressing area dairy farms.” The agriculture sector is under stress because of the escalating real estate prices, lack of work, the pricing structure in the country. We have a higher cost of production in this particular area for a lot of reasons: everything from electric to insurance, lack of workforce. If you want to talk about agriculture there, it should say the whole sector.

Edie: We need to decide if we want to begin with an executive summary.

Bill: When he started reading this, he mistook defining the rural community character for the executive summary. He said that section needs to be rewritten.

Edie: The whole planning process, the raw data material and the SWOT need to be looked at more carefully.

Page 21 (B) Capital Improvement Projects to meet Economic Vibrancy Goal:

New order:

1. Work to implement recommendations from the Village wastewater study...
2. Encourage development of 5G wireless communication...
3. To address parking issues in commercial areas...

Page 22 (C) Projects and Programs to Meet Economic Vibrancy Goal:

Edie: Business Improvement District (BID) is so far in the future that she questioned whether to keep it in.

Dale: Keep it in but move it farther down. It’s a longer term and this is a 10- to 15-year plan.

New order:

1. Establish an Economic Development Committee

2. Promote and Market the area
3. Explore the creation of a Business Improvement District (BID)
4. Encourage the establishment of local businesses that sell or use good produced locally....

Page 27 (C) Projects and Programs to Meet Infrastructure and Transportation Goal:

New order:

1. Establish a comprehensive parking plan for the Village
2. The Town and Village should consider promoting ride sharing...
3. The Town and Village should investigate all feasible means of providing public transportation....

Ed: Why wouldn't we mention the joint Town/Village Highway Garage?

Ed: If you're seeking funding for projects, there are certain bells you want to ring in your comprehensive plan. One of them now is joint municipal projects. It's important to have them in your plan documents so when some agency in Albany is looking at a grant proposal, they see whether it's there.

Dale: Suggested putting it on page 25 under B (Capital Improvement Projects to Meet Infrastructure and Transportation Goal).

Committee agreed to put in under B.

Mimi: Suggested mentioning car charging ports.

Committee agreed to put in on page 25 under B.

Ed: We should make reference to expanded rail trail parking.

John Crodelle: Asked if the municipality is going to own the space for parking, or will vacant lots be utilized for parking. He mentioned the parking area of the now closed Catholic Church and the Suburban Propane area (area north of the traffic light at Route 22/44).

Dale: Part of a Comprehensive Plan is having an assessment plan to see what is needed and what is available.

Bill: There are two data points to bring up before getting away from rail trail parking. (1) How much parking is consumed by the Rail Trail on weekdays and weekends; (2) What's going on with the railroad station property and its parking lot?

Eddie: Data on the Rail Trail utilization on weekdays and weekends in the summer does exist in the Pedestrian Plan. The railroad station is an opportunity if it becomes available.

Page 29 (continuation of (A) Regulatory Actions to Meet Protection of the Natural Environment Goal on page 28):

Eddie: Pages like page 29 are so long and boring; she suggested adding a "what is a groundwater recharge area?" box to break up the page and reduce the size of one of the points.

Page 37 - Role of Millerton in Town:

Eddie: We told Nan to lift material from the old plan. It begins on page 38 with the first bullet of "Design standards can be integrated into the side development review process." Two new points were added but the rest comes from the old plan. It's all good material but maybe pulled out as highlights from the old plan. This flow is awkward; it doesn't look professional.

Dale: Asked if it should be separated out from the old plan or reword it.

Debbie: Section 1- Provide a public sewer system (under Capital Improvement Project to Meet Community Character Goals in Millerton) doesn't fit in that category. We already have it in Capital Improvement Projects.

Page 39:

Eddie: The reference to the school and playhouse parcel (section 5 - The School and Playhouse parcel is a significant location in the Village) needs to be reworked. She was told by Debbie that that parcel was called Overlook.

Dale: It should be called Overlook; many people reading the plan might not know that the term Playhouse ever existed.

Eddie: Questioned the use of the term intersection in section 5 (This intersection should be carefully zoned and designed).

Debbie: It's not an intersection; it's a road.

Edie: Change “intersection” to “this area.”

Ed: Suggested adding the tax parcel number to the area in question (School and Overlook parcel) to identify it.

Dale: Suggested rewording it to the school and adjacent Overlook parcel (with the tax parcel number); some people might not know it as Overlook.

Bill: Suggested calling it the former elementary school.

Committee agreed to former school.

Page 41 (continuation of Regulatory Actions to Address Farmland and Agricultural Goals from page 40):

Edie: Section L (Allow for Farm markets and farm stands to sell produce from other farms in North East). Delete North East; it's wrong.

Dale: It's also wrong where it says they can only sell produce from their farm; they have to sell a certain percentage from their farm, but they all bring in additional items to sell.

Edie: Nan has pointed out that our current code basically has two ways of looking at this. Our code is vague and ambiguous.

Ed: From a policy standpoint, don't we want to encourage them to sell from the region?

Edie: Nan said our code in one area is so strict that only products from their own farm(s) can be sold.

Dale: We should be consistent with Ag & Markets Law.

Dale: Under Section m, asked it if should read “...the zoning should add a right to farm declaration...” instead of “...zoning could...”

Committee agreed.

Page 48 (continuation of (C) Projects and Programs to Address Farmland and Agriculture Goals on page 47):

Edie: Section 2 (The Town should conduct a scenic resource inventory...): There needs to a scenic resource inventory taken. The map on page 49 has no attribution and no date and it's of little value.

Dale: The map might be a nice start, but there should be an index of where those points are so that when you're looking at plans you know there is a viewshed next to it. You should be able to identify it from the map and what it is actually referring to.

Bill: The map needs to go in the Appendices with no attribution because it is a starting place for someone to look for viewsheds. If we don't include it in the appendix, it will disappear again.

Page 51: (continuation of Projects and Programs to Meet Historic Preservation Goal from page 50);

Edie: Section L of Projects and Programs to Meet Historic Preservation Goals is saying the same thing as Section 2 on page 48.

Dale: You could move the numbers from Section L and put them under Section 2 on page 48 and rename numbers 1-4 to letters a-d.

Committee agreed.

Page 57 - Keep the Comprehensive Plan Current:

The old plan should be referred to as the 1990s plan.

Committee agreed to refer to the old plan as 1990s plan (Nan had referred to it as the 1994 plan and also the 1990s plan).

Mimi: Within the plan, there are items that need to be tended to more regularly than others.

Dale: It could be stated in the plan that zoning regulations may need to be updated to help the plan in its inception based on facts in the future. By doing the plan every five years, you're only going to have a three-year break.

Mimi: There are items within this plan within the next ten years that need to be prioritized and maybe looked into sooner than other items.

Ed: If the plan is written properly, it should enable changes in zoning for a period of time. You don't have to revise the comprehensive plan every time you want to rezone something. What you have to do is rezone it in a way that's consistent with your comprehensive plan.

Dale: The comprehensive plan is the vision piece; the zoning and regulations are the execution part. Committee agree do change every five years in Section 1 (The Town Board should update this Plan every five years) to every five to ten years.

Page 59 – Action Table 1: Short-term Strategies and Actions Easily Implemented:

Eddie: Asked the committee to go over Nan’s reworking of the implementation and action charts. She said stakeholders are missing and there are items where checkmarks should be in both the Village and the Town. Asked if some terms should be defined – acronyms be spelled out.

Dale: We need to have a short page of definitions.

Eddie: Looked the Ancram Comprehensive Plan and theirs had a page of definitions.

Debbie: Went back to page 9 (listing of focus groups and interviews included) and said to identify topic where Dick Hermans and Sam Busselle are listed.

Dale: Suggested putting Rail Trail with Dick Hermans after it in parenthesis and put Housing with Sam Busselle in parenthesis.

Eddie: Asked Bill if he had any comments on what he wanted to see in the Appendix.

Bill: Had no comments except that the Appendix should be a single, comprehensive PDF file containing everything. Doesn’t need to be printed and distributed. It should be an electronic file with a series of links.

Committee agreed to have one hard copy of all the documents at the Town Hall, Village Hall and the Library.

Eddie: She would like to have the ability to provide links in the electronic version of the plan.

Eddie: A problem with maps in hard copy is that to be readable they need to be large and in color. With an electronic version, there is the ability to zoom in.

There was discussion of whether to print the document in black and white or color. Dianne’s opinion is that people would think money was wasted on printing it in color.

Ed: They are more readable and more informative in color.

Eddie: The Town of Clinton charges \$25-\$30 per copy of a 300-page document.

Bill: He doesn’t have a problem of charging for a printed copy. The electronic version allows people to view it on a computer for free.

Replace “revive” with “reorganize” in Revive Agricultural Advisory Committee (in chart on page 59).

Page 60 (continuation of Action Table 1 chart from page 59):

- Added the Library, Friends of the Irondale Schoolhouse to the first item in the orange box (Support community based non-profit organizations....) and deleted the third strategy description of supporting the North East Historical Society (it’s already listed in the first box).
- Take out “all working cooperatively” under first orange box under Stakeholders and Implementation Partners.
- On the charts on pages 59 and 61, reverse the “About Table 1 and About Table 2” with the “Key to Tables.”

Page 61 - Action Table 2: Medium-term and Long-term Strategies and Actions

- A check mark in the following “Action in Town” column:
- First item (install public sewer)
- Second item (Conduct sidewalk improvements...). Add Planning Board and Zoning Board of Appeals to Stakeholders and Implementation Partners column here.
- Take out “with Town and Village Boards” in blue column heading of Stakeholders and Implementation Partners.
- Change Eddie Collins from Park to Field.
- Add Town Board under Stakeholders and Implementation Partners column for third item (Support ongoing improvements at Eddie Collins Field.)

Eddie: Mentioned in fourth item (Plan for 5G Wireless) to follow FCC regulations.

Page 62 (continuation of Action Table 2: Medium-term and Long-term Strategies and Actions):

- Add Planning Boards to the Stakeholders column in fourth item (Implement Climate Smart projects).
- Millerton Business Association should be Millerton Business Alliance.
- Fifth item (Create wayfinding program and enhance signage), add Townscape to Stakeholders.
- Sixth item (Improve Route 22/44 intersection), change Highway Departments to Village High Department, add Village Planning Board, take out County under Stakeholders.
- Eighth item (Create bike lanes), add Harlem Valley Rail Trail Association, NYS DOT and Village Highway Department under Stakeholders.

Page 63 (continuation of Action Table 2: Medium-term and Long-term Strategies and Actions):

- Second item (Create marketing and promotion program), add Dutchess Tourism under Stakeholders.
- Seventh item (Develop a Complete Streets Plan) needs a checkmark under Action in Town column.
- Eighth item (Promote more educational classes), add the North East-Millerton Library under Stakeholders.

Page 64 (continuation of Action Table 2: Medium-term and Long-term Strategies and Actions):

- First item (Incorporate best design practices) add a checkmark under Action in Village column.
- Second item (Evaluate/Create a Business Improvement District in Millerton) needs a checkmark under Action in Town column; change Businesses/Business groups to Millerton Business Alliance.

Page 65 Action Table 3: Summary List of Recommended Zoning and Subdivision Changes Recommended in this Plan to be Drafted by the Zoning Update Committee:

- Third item (Add in siting criteria and design standards to improve commercial development), change siting to citing and improve to guide.
- Fourth item (Add language that establishes stone walls), add a checkmark under Update in Village column.

Page 66 (continuation of Action Table 3):

- Fifth item (Consider use of overlay districts), add a checkmark in Update in Village column.
- Sixth item (Create low volume road standards), add a checkmark under Update in Village column.

Page 67 (continuation of Action Table 3):

- Eleventh item (Reevaluate the School/Playhouse parcel), change Playhouse to Overlook.
- Twelfth item (Require sidewalks in all development in the Village), add the Boulevard District at the end (after Village) and put a checkmark under Update in Town column.

Page 68 Maps:

Katherine Johnson (Town Assessor) is working to update and correct both the Village and Town zoning maps.

- Add Viewshed Inventory.
- Maps will be printed to 11x17 size.

Eddie asked the members if they have thought about the committee structure. The committees will be decided and appointed by the two elected bodies. It was left as an Implementation Committee with sub-committees. She sees the Implementation Committee as a communication vehicle that makes sure there is a joint Town/Village informational meeting once a year.

Debbie: It's a Steering Committee.

Dale: Suggested calling it a Comprehensive Plan Steering Committee.

Eddie: The Steering Committee can organize joint meetings.

Eddie: Asked if the Steering Committee would need municipal agreements for grant-writing purposes.

George Kaye: It all depends whether you have a lawyer involved.

Ed: We're trying to do three things: (1) to enable agriculture and open space; (2) to enable economic development; and (3) to enable affordable housing. The necessary predicate to all of them is finding a way, both technically and financially, to get a central sewer system. It's important that all of those committees to recognize the interdependence of one with the others. It's going to require everyone to be well coordinated and working in the same direction.

Debbie: Asked if the sewer system project can be done in phases since it will be such a big project.

Dale: When the Town of Amenia was upgrading their water system, every business on Main Street closed during the upgrade and many businesses didn't reopen. A key part of the design is the implementation part. The construction can't be allowed to destroy what you're trying to enhance.

Public Comment:

Sam Busselle: One of the things he's seeing here is that we need latitude to pursue regional joint projects. People in the Department of State have been funding regional studies for sewer, septic or water in two or three different towns. We should have language in the plan that would allow us to point to that and say yeah, Amenia, Pine Plains and Millerton all need wastewater disposal plans. If we have that, it would improve our options. I think we are eligible to make application to the Hudson Valley Regional Economic Development Council and they are looking for projects with scale. So, if we have a \$10 million project with three sewer systems (just for the sake of discussion) they might be more apt to support that project versus funding a \$1.5 million project.

Eddie: Asked what Sam meant when he said the State Department.

Sam: The Department of State has funded studies on a regional basis. When the Homes and Community Renewal Agency has funding for a Main Street revitalization project or an infill housing project for three communities, we could possibly get together. We have to think in those terms if we're going to come up with the scale for this kind of project. There are County grants that are the same. We need to allow regional projects to happen.

Eddie: We do mention a regional approach, but we could mention it more.

Sam: We need the language that we need a sewer system. If we could think a little bit bigger, it could open up the possibility that the engineering is done in conjunction with what Amenia is planning or what Pine Plains is planning, thereby making the project more fundable.

Dale: Amenia did a sewer plan five or six years ago. It was not just with Silo Ridge, they were going to use the property across from the school building.

John Crodelle: Asked what Silo Ridge is doing with their development as far as a sewer system.

Sam: They have their own sewer system.

Sam: The new plan should mention charging stations. There are successful programs for putting solar panels in parking lots; that should also be included.

Eddie: It's listed in our strategies.

Sam: In terms of mentioning the non-profits, I was wondering if the Harlem Valley Rail Trail was mentioned. Also asked if The Watershed was a non-profit.

Mimi: Said she thought The Watershed was non-profit.

Eddie: Went on websites and took mission statement to describe each of these non-profits in the appendix.

Sam: Congratulated the committee for their perseverance.

Meeting was adjourned at 7:45PM

The next meeting will be February 28, 2019 at the Town Hall at 6PM.