

# Town of Chatham Comprehensive Plan Steering Committee

**10/6/2004**  
**7:00 PM to 8:28 PM**  
**New Town Hall**

Meeting called by: Mike Hart                      Type of meeting: Regular Monthly Meeting  
Facilitator: Mike Hart                              Note taker: Bob Balcom

Attendees: Mike Hart, Roy Carwile, Van Calhoun, Mary Gail Biebel, Bob Balcom, Ira Marks, Rick Werwaiss (7:20), Kary Jablonka (8:10), Nan Stolzenburg  
Audience: 1 attendee (Randi Walker)

## Agenda

### Call to Order Mike Hart/Kary Jablonka

Discussion: Mike Hart called the meeting to order at 7:06 PM. He made brief remarks regarding the reorganization of the steering committee and the new meeting format. Kary later added remarks supporting the restructuring of the steering committee to complete the comprehensive plan.

Conclusions: None.

Action items: None

Person responsible:

Deadline:

### Adoption of Minutes Mike Hart

Discussion: Van Calhoun made a motion (Bob Balcom second) to accept the minutes of the 9/1/2004 meeting. Approval was unanimous. Mary Gail Biebel made a motion (Van Calhoun second) to accept the minutes of the 9/21/2004 meeting. Typographical errors were corrected. Unanimously approved as amended.

Conclusions: None.

Action items: None.

Person responsible:

Deadline:

**Committee Report-  
Nat.Resources/Open Space/Environ.**

**Chair Kate Dunham,  
Liaison-Roy Carwile**

Discussion: Roy Carwile reported that the Open Space/Environment committee has joined the Natural Resources Committee of Keep Farming. Roy reported that "Operator Interviews" have begun with the farmers. A questionnaire has been prepared and interviews should be completed by the end of the month. Information will be compiled. Nan asked for feedback regarding the GIS maps prepared by Don Meltz especially regarding problems and whether additional "layers" would be needed. Roy stated that the maps were great help and that they would be providing layering information regarding the actual areas being farmed within the plots. Roy also reported that the committee has begun to write general information for soils, habitat, etc.

Conclusions: This committee is very active and gaining great information.

Action items:

Summaries of operator interviews to Nan.

Person responsible:

Roy Carwile

Deadline:

11/24/2004

**Committee Report-Economic  
Development**

**Chair-David Rubel,  
Liaison-Rick Werwaiss**

Discussion: Rick Wewaiss reported that there was no activity beyond the Keep Farming Committee.

Conclusions: Committee would be activated as needed.

Action items:

Summary of previous committee work

Person responsible:

Rick Wewaiss

Deadline:

ASAP

**Committee Report-Infrastructure**

**Chair/Liaison- Mike Hart  
Acting Liaison**

Discussion: Mike Hart reported that this committee is not functioning. Roy Carwile had previously interviewed the Town Highway Superintendent. Mike asked Roy if he could pull that information out and go over it with the Superintendent again (update) and give a summary to Mike and Nan. The information only deals with the Town and Nan identified that as a hole and that contact needed to be made with County and State D.O.T. Further discussion ensued regarding this committee and that it needed to be reconstituted. A chair needs to be found. Once a chair is found contact should be made to Randy Walker regarding individuals interested in doing this type of committee work (as well as from the Community Conversation List). Roy will act as the liaison for this committee once it is reconstituted. Kary and Mike will contact a member of the planning board as a possible chair. Mike suggested that the committee could begin to mark out infrastructure components, such as dams, cell towers, power lines, etc. on the GIS maps.

Conclusions: This important committee is adrift and needs support.

Action items:

Update interview with Town Highway Superintendent.

Interview County and State D.O.T.

Summarize committee work to date.

Reconstitute the committee.

Person responsible:

Roy Carwile

Nan Stolzenburg

Roy Carwile

Mike Hart, Kary Jablonka

Deadline:

ASAP

ASAP

ASAP

ASAP



Conclusions: This committee continues to operate well.		
Action items: None.	Person responsible:	Deadline:

<b>Ad Hoc Committees</b>		
<b>Mike Hart</b>		
Discussion: Mike Hart discussed the creation of ad hoc committees as needed. He charged the committee members to think about the possibility with a committee to deal with the hamlets and village.		
Conclusions: None.		
Action items:	Person responsible:	Deadline:
Determine necessity of ad-hoc committee for hamlets and village	All members	11/3/2004

<b>Town Board Liaisons</b>		
<b>Kary Jablonka</b>		
Discussion: Kary Jablonka reported that Mike Hart and Ira Marks should be approved at the next board meeting. A request for \$30,000 for the Comprehensive Plan was submitted as part of the Town's budget for next year. Funding sources continue to be explored, especially Hudson River Greenway.		
Conclusions: None.		
Action items:	Person responsible:	Deadline:
Determine application process for Greenway funding.	Kary Jablonka	ASAP

<b>Old Business - Final Survey</b>		
<b>Nan Stolzenburg</b>		
Discussion: Nan briefly went over the survey process. She stated that a cover letter needed to be created. The committee reviewed and identified several changes to the draft survey over the next 70 minutes. Once completed Nan described the process for printing and mailing. The committee gave Nan direction for completing a cover letter. Nan asked for address information from voter lists and property tax information which would be merged into one list for mailing.		
Conclusions: Survey was completed and should be mailed and returned prior to Thanksgiving.		
Action items:	Person responsible:	Deadline:
Acquire voter registration database information from David Rubel.	Bob Balcom	10/13/2004
Acquire property tax payer database information from Cathy Bell.	Bob Balcom	10/13/2004
Complete and forward survey to committee members.	Nan Stolzenburg	ASAP
Complete and forward cover letter to committee members.	Nan Stolzenburg	ASAP
Mail Survey.	Nan Stolzenburg	10/27/2004

**New Business- Consultant Contract      Mike Hart/Nan Stolzenburg    10**  
**for 2004,Tentative Scope and Budget**  
**2005**

Discussion: The committee discussed the Tentative Scope and Budget (attached separately) Mike Hart developed with Nan Stolzenburg. The committee discussed the need for an improved contract with Nan (Making Better Places) for the next year.

Conclusions: None.

Action items: None.

Person responsible:

Deadline:

**Adjourn**

**Mike Hart**

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Discussion: A motion to adjourn was made by Van Calhoun (Rick Werwaiss second). The meeting was completed at 10:17 PM.

Conclusions:

Action items:

Person responsible:

Deadline:

**Additional Information**

