



Comprehensive Plan Steering Committee

Zoom Hybrid Meeting

Meeting Minutes

December 13, 2023

Approved: February 7, 2024

Committee Members Present: Chair Ann DiPetta, Tai Basilius, Rose Hanson, Roxanne Marino, Elizabeth Weatherby

Committee Members Present on Zoom: Katelin Olson

Committee Members Absent: Diane Cohen, Mo Klein, Rebecca Schneider, Alison Weaver

Quorum Present

Town Staff Present: Niels Tygesen, Mollie Duell

Members of the Public Present on Zoom: Karen Meador, Bobby Meador

Proceedings

Chair DiPetta called the meeting to order at 5:34 pm at Town Hall.

Approval of Agenda

Motion: Weatherby made a motion to approve the agenda; Hanson seconded.

Vote: Basilius, aye; Hanson, aye; Marino, aye; Olson, aye; Weatherby, aye; Chair DiPetta, aye.

Motion Carried.

Approval of Past Minutes

Motion: Marino made a motion to approve the amended meeting minutes from December as written; Hanson seconded.

Vote: Basilius, aye; Hanson, aye; Marino, aye; Olson, aye; Weatherby, aye; Chair DiPetta, aye.

Motion Carried.

Privilege of the Floor

No members of the public addressed the committee.

Old Business Items

A. Community Visioning/Webpages – SP/Press Release/Questionnaire/Grant Updates

Community Visioning

Tygesen spoke about the committee's soft launch at Winterfest earlier in December. Brief questionnaires were given to festival attendees to complete and return.

Committee members who worked at the table noted that attendees seemed interested in the upcoming process, agreeing that the event was a good soft launch to spread awareness.

Webpages & SharePoint

The committee briefly discussed beginning communications through SharePoint, as well as other digital tools that are planned to be utilized throughout the update.

Some committee members expressed that they were experiencing difficulties with accessing the

SharePoint.

Hanson asked if it would be beneficial for committee members to have town emails.

Olson explained it may not be efficient to issue town emails to everyone due to the admin and management that would need to be done, but this is open for consideration.

Tygesen spoke about the existing web pages related to the comp plan, including the information page for residents and the meeting materials page that committee members should also be aware of.

Tygesen stated that Schneider is working on the language for the press release that should be ready for distribution before the end of the year.

The committee discussed local publications that could post the press release.

Weatherby reviewed the questions from the questionnaire that was distributed at Winterfest.

Chair DiPetta mentioned that there is currently no end date for collecting questionnaire results.

DEC Grant

Tygesen announced that the grant has been finalized, and the new grant coordinator has approved the RFQ.

Tygesen asked committee members to consider professional agencies and groups to reach out to.

Discussion ensued over possible candidates. The committee spoke about reaching out to women and minority-owned businesses.

Olson noted there is no strict requirement in the finalized grant, but reaching out to minority and women owned businesses is great to pursue.

Discussion continued about possible consultants.

Tygesen asked the committee to provide suggestions within the next week, adding that it would be best to conduct a wide search.

B. Civic Youth Internship Program Input

Tygesen spoke about the group of high schoolers that has been working in the focus group for the past month.

The committee reviewed survey results that show how different groups of students from Trumansburg feel about Ulysses.

Hanson noted that she appreciates seeing opinions from the youth.

Discussion ensued over the town's demographics.

Hanson asked if the 2025 Plan will be a reworked 2009 plan or started from scratch.

Marino suggested that an "update" implies that the plan will not be completely started over.

Discussion ensued over how to use the 2009 Plan when developing the update.

New Business Items

Next Steps

Weatherby stated that she has received comments about the 2009 Comp Plan from the former Town Supervisor Nancy Zahler and will share the comments with the committee soon.

Chair DiPetta suggested sharing the student survey findings with the public.

Marino stated that she is aware that some residents would like the CPSC to keep in mind that many families in Ulysses are in the Ithaca City School District, and when student survey responses are shared,

it should be specified that the responses are from students in the Trumansburg School District. Chair DiPetta acknowledged many families live in the Ithaca School District, noting that anything pertaining to schools will be clearly defined with the names of specific schools to avoid confusion. The next meeting dates are scheduled for Thursday January 11th, and Wednesday, February 7th. Both meetings will begin at 5:30 PM.

Marino spoke about the recent referendum in relation to increased public interest, suggesting that the committee organizes meetings where the public is invited to speak openly about their ideas.

Chair DiPetta agreed that this could be considered, adding that something could also be temporarily installed in a public space to allow for feedback.

Discussion ensued over what should be done and what should be put on hold until a consultant is found. Tygesen mentioned that many comp plans include photos, suggesting that the committee could create a photo contest to increase public engagement.

The committee agreed to continue discussions in the future about community outreach efforts, including both the photo contest idea and Marino's suggestion to hold a kickoff type public meeting in the first quarter of 2024. Marino reminded the committee that the Town Board had agreed, upon approval for the comp plan update process in 2022, that it is appropriate for the CPSC to create a space where people can come and learn about the comp plan update project and share their ideas, adding that it would be strategic to capitalize on the recent public interest generated by the referendum vote.

Chair DiPetta reminded everyone that when the committee was formed, the commitment was for 12-18 months; the process has now reached the 12-month mark.

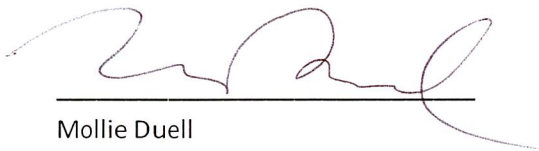
Chair DiPetta suggested developing a mascot.

Motion: Weatherby made a motion to adjourn; Hanson seconded.

Vote: Basilius, aye; Hanson, aye; Marino, aye; Olson, aye; Weatherby, aye; Chair DiPetta, aye.

Motion Carried.

Meeting adjourned at 6:31 PM.



Mollie Duell
Comprehensive Plan Steering Committee Secretary