**Town of Orangetown**

**Comprehensive Plan Committee**

**Kick Off Meeting Minutes**

October 27, 2021

**Location:** Multi-purpose room

**Time:**  1:00 PM – 2:00 PM

**Attendees:** Teresa Kenny, Town Supervisor

Jane Slavin, OBZPAE

Jim Dean, Highway

Eamon Reilly, DEME

Aric Gorton, Parks and Recreation

Rick Pakola, Deputy Town Attorney

Allison Kardon, Assistant to the Supervisor

Ashley Ley, AKRF, Inc.

Shachi Pandey, MUD Workshop (on Zoom)

**Minutes**

Supervisor Kenny moved and Rick Pakola seconded to approve the minutes of the October 18, 2021 CPC meeting minutes.

**Survey**

The CPC discussed the preliminary survey findings. Shachi Pandey reported that over 1,000 responses to the online survey were received. The vision wall and mapping exercise continued to receive inputs following the 10/18 workshop. The CPC agreed to send a reminder email and to extend the deadline for all tools to 11/3/21 to allow more time for responses.

**Community Workshop 1 (10/18)**

The CPC discussed the findings and overarching themes from the first workshop. The CPC reviewed draft goals based on the recommendations and comments from the workshop.

**Community Workshop 2 (12/6 & 12/7)**

The CPC discussed logistics and tools for the upcoming Community Workshop 2. The in person workshop will be set up with tables for groups of 6 to 8 participants. Each group will have a facilitator from MUD/AKRF and a member of the CPC. Workshop will be place based and focus on design questions for specific areas. Workshop will also solicit feedback on draft goals.

**Next Steps/Deliverables**

AKRF and MUD’s next steps and deliverables are to:

1. Prepare materials for Community Workshop 2
2. Prepare survey report
3. Draft existing conditions chapter for Comp Plan