**Town of Orangetown**

**Comprehensive Plan Committee**

**Meeting Minutes**

November 16, 2021

**Location:** Multi-purpose room

**Time:**  12:30 PM – 1:30 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 Eamon Reilly seconded to approve the minutes of the October 27, 2021 CPC meeting.

**Community Outreach and Public Survey**

The CPC discussed the preliminary findings of the public survey. Shachi Pandey presented a report, “Community Outreach Findings and Survey Results,” summarizing the community outreach efforts undertaken from September 28 to November 3, 2021. The report details the findings from the public survey, Vision Wall, Tag-a-Photo, and Public Workshop 1. The total number of respondents for the public survey was 1,097. Shachi Pandey discussed levels of engagement for Tag-a-Photo and the Vision Wall. She also presented a map showing the primary geographic areas that Orangetown residents have identified as a priority for attention, and discussed comments provided by respondents. The CPC asked questions about outreach levels, and how to encourage greater participation. CPC members will provide comments on the report by November 22, and report will be updated by MUD and posted online by November 29.

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

The CPC discussed logistics and tools for the upcoming Community Workshop 2. The Workshop will be place based and focus on design questions for specific areas. It will also solicit feedback on draft goals. Shachi Pandey presented the run-of-show plan for the Workshop. Exercises will include “dotmocracy” (participants move through room of boards with summary of key findings and vote Yes/No), a breakout group exercise (participants will join a group to discuss one of five themes, and each group will have a facilitator from MUD/AKRF and a member of the CPC), and a report by each group (one participant from each group will report key issues discussed during the group exercise). Community Workshop 2 will continue to be advertised at community board meetings. Multiple e-mail blasts will be sent out in advance.

**Draft Comprehensive Plan Goals**

These will be posted on the Town’s website.

**Next Steps/Deliverables**

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

1. Prepare materials for Community Workshop 2
2. MUD receive comments to report from CPC members and provide final version by 11/29
3. Draft outline for Comp Plan