

As no future meetings are scheduled, these minutes were approved by an email vote (moved by Chris, seconded by Steve), conducted 8/13-8/15. Approved 6-0, with one member not responding.

Comprehensive Plan Update Board Meeting
August 11, 2022 1:00-4:00
Gates Town Hall, Large Meeting Room

MINUTES

Board members present: Christine Maurice (Chair), Brom Bianchi, Ed Mauro, Virginia McIntyre, Patty Redfern, Steve Zimmer.

Absent: Mike Wall

Also present: Cosmo Giunta (Town Supervisor), Kurt Rappazzo (Director of Public Services), and Lily Alberto (Secretary to the Supervisor, for discussion of cover page)

The notice of this public meeting was posted in the Daily Record. (Chris noted that she had confirmed all Board meetings had been properly posted, although she had neglected to note it in the minutes every time).

Minutes of the previous board meeting, July 28, 2022, were accepted.

Select Cover Page. Discussion on the placement of the text, font and content. The Board asked for a different photo of the Town Hall, concerns were the prominent power lines, the flag was flying in the wrong direction (not meeting standards of how the US flag should be shown in pictures), and the front of the building is in shadows. At the time of this writing, more photos are being taken – they will be sent to the Board members to vote on.

Review Plan Document. The Board had been able to review the latest version prior to the meeting. Most time during the meeting was spent on recent revisions; those sections that had already been reviewed in previous meetings and not changed since were able to be skipped over. There were some minor changes to wording that the group approved and the changes made to the document as they were discussed. The pictures that will be used in the document were shown. Additional pictures were suggested: pictures of Home Depot and The Garden Factory, pictures of snowplow and leaf vacuum, and the Gates Ambulance station.

Appendix B – Kurt will provide Zoning, Land Use and Land Features maps, to Steve.

CPUB Approve the document. With the assumption of the changes to the cover, additional pictures and the edits made during the meeting, the Board voted to approve this draft as our final version. (Vote 6-0).

Future Milestones. The Plan (with placeholders for the charts, pictures, maps) was emailed to Rob MacClaren, the Board’s legal advisor, at the end of the meeting, for legal review. Response is requested within five business days.

When all the new pictures and cover (see above) are ready, the Town will use their resources (tbd, possibly the Library Marketing dept) to publish the document. Steve Zimmer is the lead on assembling files of pictures, charts, maps, etc and coordinating this hand off. CPUB members will remain available to work with ”the publishers” if they have questions.

When the published version is available, it will be emailed to Town Board members, prior to the “official” hand off to the Town. Targeted for the September 6, 2022 TB meeting, but dependent on when it can be available.

The Town will manage the legal and County reviews, and the Public Hearing.

The Plan is expected to be adopted by Town Board at their December 6, 2022 meeting.

No future meetings are scheduled, at this time. The Special Board (CPUB) will not be dissolved until adoption of the Plan by the Town Board (expected December 2022), in case meetings and decisions become necessary, as outcomes of any of the reviews.

The meeting was adjourned at 2:30.

Addendum

1. On August 12, the day after this Board meeting, Virginia spoke with Gates Fire Chief Bubel, and updated the Fire Department description in the Plan. As the Board had already voted to approve the version of the Plan presented in the Board meeting, an email vote was taken to accept this change. As of August 13, 10AM six members had responded, all voting with the change. Steve will email this new version to Rob MacClaren to replace the version he had been sent for review on August 11.
2. Cover page: as stated above, more cover options were made available on August 12, addressing the concerns regarding the power lines and flag direction. Three options were emailed to the Board members, requesting response no later than August 14 evening. As early as the morning of August 13 five members had responded, all voting for the same cover. Cover #13 has been selected as the Plan cover page.