

Town of Niles Comprehensive Plan Committee
Niles Town Hall, New Hope, NY
September 12, 2007

Present: Rose Roser, Larry Roser, Jane Kozlosky, Terri Cuddeback, Caroline Head, Sharon Andrus, Peter Andrus, Tony Hart, Dick Coalson, Belinda Stayton, Kris Scholl, John Behrens, Ellen Abend, and Kristy LaManche.

In the absence of the Co-Chairpersons, Mr. Andrus volunteered to chair the meeting and called it to order at 7:00 PM. Mr. Andrus asked for additions or revisions to the previous meetings minutes and hearing none, the minutes were approved. Several members expressed concern that the minutes were no longer being posted on the Town of Niles website. Ms. Head stated that a new computer system had been installed in the town office and there have been difficulties in transferring new programs onto the system.

Old Business None

New Business

The main task for the committee involved reviewing the written survey that will be sent to all landowners in the town which was created by Ms. Andrus. The purpose of the survey is to gather additional information from residents with respect to planning for the future of the town.

Each section of the survey was thoroughly discussed by all committee members as to relevancy and substantial recommendations were made for the inclusion of points of interest that were raised by participants at the four visioning sessions. Ms. Andrus will revise the survey draft and email a copy to each CPC member to review prior to the next meeting.

Ms. Andrus reminded the committee that a well-written cover letter will be very important to encourage participation in the survey. Ms. LaManche also suggested that a press release be submitted to local media when the survey is mailed. Ms. LaManche provided mailing labels for Town of Niles landowners who will receive the survey; Ms. Abend will keep the labels until needed.

There are several logistical issues that need to be resolved at the October meeting before the survey is mailed:

- Survey format – paper size, envelopes, etc.
- Incentives
- Mailing date
- “Return by” date
- Extra copies – who will take care of sending these out

Action:

- Ms. LaManche will consolidate visioning sessions results and send to all CPC members.
- Ms. Andrus will revise the survey form to include the suggested additions and send the new draft to all CPC members to review.

The meeting was adjourned at 9:30 PM.

Respectfully submitted,

Ellen Abend, Secretary