

ENVISION BREWSTER
COMPREHENSIVE PLAN MEETING MINUTES
OCTOBER 29, 2013

Committee Members Present

Jim Schoenig – VOB Mayor
Christine Piccini – VOB Deputy Mayor
Tom Boissonnault – VOB Trustee
Mary Bryde – VOB Trustee
Peter Hansen – VOB Town Clerk
Anthony Mole – VOB Attorney
Bob Cullen – Councilman, Town of Southeast
Joe Czajka – Hudson Valley Pattern for Progress
Meghan Taylor – Putnam County EDC
Jack Gress – Coalition for a Better Brewster
George Gasper, AIA – Resident

Absent:

Teresa Stockburger – VOB Trustee
Rick Stockburger – Planning Board
Richard Ruchala – Zoning Board of Appeals
Bob Dumont – Business Owner

Mayor Jim Schoenig made a motion to open the meeting. This was seconded by Ms. Piccini and unanimously passed. Meeting began at 7:05pm with the Pledge of Allegiance. Mr. Hansen set up the video recorder.

Joe Czajka started the meeting with a report about his discussion with PACE who recommended that this Committee develop a more defined strategy before setting up the charrette with developers. Mr. Czajka agreed with this recommendation and suggested that the charrette be postponed and readdressed at a later date.

Ms. Piccini voiced that this meant that the charrette would be conducted in 2014.

Mr. Czajka confirmed that it would definitely be after the first of the year, probably later in 2014 as didn't want to rush into the charrette not fully prepared.

Ms. Bryde asked what additional information is needed.

Ms. Taylor stated that we are still unclear on what is being asked from the developers because we don't have enough of a plan in place yet. We need to define the master development plan more.

Mr. Gasper concurred and said we need to establish what parcels are laid out and what's needed to work.

Mr. Gress asked what our goals are, and thought that talking with the developers first would give us a better idea of what direction to go into.

Ms. Taylor agreed, but pointed out that what could the developers present without a master development plan outlined to them first. Suggested not to rush and that this must be done correctly.

Mr. Gress stated that we've waited this long and a few more months shouldn't matter.

PACE was complementary of the VOB plans so far.

Mr. Gress stated that all were in agreement with this approach then.

Ms. Piccini asked if too early to bring in planner.

Mr Czajka talked about Ferrandino & Associates, Inc., a planning firm that has already been mentioned and known by many on the Committee. He suggested that we should get a scope of work and an associated cost from them. No RFP is needed. And the Village could pull together other village funding.

Mr. Hansen stated that we need to decide what scope of work will be requested to ascertain funding. Mr. Schoenig stated that the Village did get \$7500 from Greenway. Also stated that he was okay with Ferrandino as the planner as they've already reviewed the Village. To engage another

planner would increase the cost as they'd need at least 100 hours start-up/background work.

Mr. Gaspar asked how good Ferrandino is.

Mr. Gress stated that Ferrandino prepared the master plan for North Salem. And that prior to the Blight Study, four other companies/planners were considered, and it was decided that Ferrandino was the best choice. Also, that Ferrandino gave them the cost for the urban renewal plan. And, that Mr. Gress has had experience with them for five years and considers them well qualified.

Ms. Piccini asked if Mr. Gaspar could see their work and the answer was, Yes, by consulting their website.

Mr. Hansen has brought in Ferrandino's work and has called a half dozen references and he was vetted.

It was mentioned that Sicard & Schiff Planners (sp?) were considered and did some work in the eighties and nineties. But they've since merged with another company.

And that there are other firms with high qualifications, but with high prices also.

Mr. Czajka then talked about the public outreach component and stated that PACE has that expertise. He suggested that we use PACE's scope for which he already has an overall cost estimate of \$10K - \$15K. Ferrandino could do the comprehensive plan via a separate contract that would outline their planning scope.

Mr. Gress stated that he was satisfied with the job that Ferrandino did on the Blight Study and would recommend continuing this relationship. And that we should make a specific list of what we expect.

Mr. Czajka introduced updating the existing comprehensive plan.

- . Mr. Gaspar asked how to measure what's in existing book.
- . Mr. Gress stated that much has changed due to the installation of water and sewer in the Village. And that zoning changed and 80 percent of the Village then became non-conforming. And that now that the gallonage can be determined, different things can be considered.
- . Mr. Schoenig stated the only item executed from the comprehensive plan is that the VOB Village Hall was moved.
- . Ms. Piccini asked Mr. Gaspar what insights he might have on what to do next. Mr. Gaspar was not suggesting to start from scratch, but felt that a more thorough updating than initially thought would be needed.
- . Mr. Hansen asked how granular the comprehensive plan needs to be, and do we need to wait for Ferrandino's insight so we know what parts need to be done. Mr. Gaspar said, Yes. He also stated that only the last chapter of the comprehensive plan is still valid, to which Ms. Piccino asked, Only that chapter? However, Mr. Gaspar said that there is certain information that Ferrandino may not know, and the question goes back to the Board on what they want in the Village.
- . Mr. Hansen stated that we need professional help to know what works economically.
- . Mr. Gaspar cited an example of what might be considered, e.g. taking the train station out of the Village or not; what are the benefits; the value of having the train station within walking distance of so much, etc.
- . Mr. Hansen stated that parking is still on the table.
- . Mr. Gress asked about the blighted areas and how to determine what to be addressed first. Mr. Hansen responded that, Yes, the blighted areas were to be the first focus, however, the targeted urban renewal zone has now become the focus, in addition to the five blighted areas. Mr. Gress responded that the Village can't afford to address all.
- . Mr. Gaspar asked who owned the blighted areas. Response was developers and private individuals.
- . Mr. Gress cited what he would like to see addressed:
 - . An increase in the tax base with more businesses
 - . Single-family homes going to two-family homes
 - . More residential housing
 - . Addition of restaurants, that are not exclusive
 - . The return of a pharmacy, hardware store

- . Main Street clean-up
 - . Address the Cameo Theater site and bring it back to redeveloped land (Background: It is currently owned by Marini who owns from Marvin Ave. to Main St. and from the Movie Theater to the Museum. Marini couldn't buy the Thrift Shop that sits between the Movie Theater and the Museum and therefore, the site is not economically feasible. In addition, the Theater has mold and would be condemned.)
 - . Underground parking with stores on ground floor level with apartments upstairs. And, an additional floor could be added because of the underground parking.
- . Mr. Gress summarized that with this development, the less desirable stores/residences would be replaced and the Village would flow better.
- . Mr. Gaspar brought up the subject of building codes and Mr. Gaspar and Mr. Gress agreed to discuss this offline.

- . Mr. Czajka made the following process recommendation:
 - . Committee will update Chapters 3-8 by gathering hard facts. With the Committee doing this some costs can be saved.
 - . PACE will conduct public outreach and commence the charrette process.
 - . Committee to establish goals and objectives
 - . Update zoning – Planner can do this.

- . Ms. Piccini asked how she, as a resident, can find out most current information. Ms. Taylor responded that she and Mr. Czajka will be able to help.
- . Mr. Schoenig suggested that when roadblocks encountered, use email to reach out to others.
- . Mr. Hansen reminded the Committee that all documents are online and that hard copies can be printed, also. He agreed to find the Master Comprehensive Plan and distribute by chapter.
- . Mr. Czajka recommended that Mr. J. Folchetti should update anything related to DEC or engineering matters.

After much discussion it was decided that the current comprehensive plan would be divided among the Board members and reviewed for updating. The assignments were as follows:

Chapter 3: Demographics	Mr. Czajka
Chapter 4: Economic and Community Development	Mr. Gaspar and Ms. Taylor
Chapter 5: Natural Environment and Infrastructure	Mr. Gress and Mr. J. Folchetti
Chapter 6: Built Environment	Ms. Bryde, Ms. Piccini, Mr. Boissonnault
Chapter 7: Zoning and Land Use	Mr. Gress
Chapter 8: Governance	Ms. Bryde, Ms. Piccini, Mr. Boissonnault
Chapter 9: Analysis	Ferrandino Planners
Chapter 10: Recommendations	Ferrandino Planners

- . Ms. Taylor suggested putting in place a schedule for completion.
- . Mr. Schoenig stated that status and progress can be reported at the November 13 meeting; no schedule established at this time.
- . Ms. Piccini asked when the planner would be ready. Mr. Czajka responded not before January, 2014.
- . Mr. Gaspar stated that Ferrandino needs to be present with PACE.
- . Mr. Schoenig asked about the legality of three people working together and Mr. Mole stated that if the three people are all on the Committee, it's okay.
- . The planner HKRF (sp?) was mentioned in the meeting. Mr. Gress thought they were excellent and Mr. Cullen stated that the Town of Southeast uses them.
- . Ms. Piccini asked if they had any background with the Village and was told there was some, e.g. with Brewster Honda. Ms. Piccini then asked if we should get a quote from them. No one was interested in pursuing them.
- . Mr. Schoenig asked if anyone else should be included?
- . Ms. Piccini stated that they would have to be approved at the Village Board meeting on November 7, 2013.
- . Mr. Hansen stated that he could define the work for Ferrandino by end of week of October 29, 2013 and could take it up with the Village Board.

- . It was agreed that Mr. Hansen and Mr. Czajka would work it out by Thursday, October 31, 2013. They were confident that Ferrandino could turn something around quickly as he's kept his finger on the pulse of the Village.
- . Ms. Piccini stated that we need to evaluate cost.
- . Mr. Cullen suggested that AKR (sp?) could be used for cost comparison.
- . Mr. Hansen reminded all that it would be difficult for another planner to get up to speed.
- . Mr. Hansen stated that funding already allocated. CFA monies and additional available.
- . Mr. Czajka stated that planner's costs would not hit until 2014.
- . Mr. Hansen stated that the plan would be to bring Ferrandino onboard prior to end of 2013 with the comprehensive plan developed after January, 2014.

- . Mr. Gress asked a procedural question: Can any committee member suggest a vote? The answer was, Yes. Only trustees, however, can open and close the meeting.

- . Mr. Gress made a motion to hire Ferrandino as planner once scope established. This was seconded by Mr. Gaspar and was passed unanimously.

- . Mr. Gress made a motion to recommend to the trustees to hire PACE to prepare scope and charrette. This was seconded by Mr. Gaspar and unanimously passed.

- . Mr. Schoenig made a motion to close the meeting. This was seconded by Mr. Boissonnault and was unanimously passed.

Meeting was adjourned at 8:30pm.

