

February 17, 2025

Agenda for Comprehensive Planning Special Board (CPSB) 16th Meeting

6:30-8 pm, Mon 17 February 2025 at Jay Community Center and on Go-To-Meeting

Advance material: Agenda, Draft Minutes of Meeting #15 (20 Jan 2025), Initial Focal Topics List (17 Feb 2025), Issue Analysis—Topics Climate & Infrastructure 03 Jan 2025, 20250120 Housing and Planning Working Group Gillman draft, 2502 Parks & Open Spaces – Comprehensive Plan Community Inputs (16 Feb 2025), 2502 Parks & Open Spaces – Comprehensive Plan Focal Topics (16 Feb 2025), Thoughts for Working Group Chairs on Framing Focal Topics (17 Feb 2025), Draft Stakeholder Interview List (As of 17 Jan 2025).

Other references: Jay Comp Plan Community Survey Raw Results Dec 2024, Jay CPSB Community Survey Results Report Draft 1, Jay CPSB Oct 2024 Open House Report Draft 1, AAPOA presentation inputs 13 Oct 2024, ARVBA presentation inputs 30 May 2024.

1. Open 16th meeting:

- call for additional agenda items and individual comments
- review and approval of minutes from 15th meeting (20 Jan 2025)
- CPSB membership changes
- Summary of reports to Jay Town Board on 13 Feb 2025 and Essex County on 14 Feb 2025

2. Reports from the Working Group Chairs on Focal Topic Identification:

- Climate & Infrastructure Working Group Chair: Wally Walters
- Housing and Planning Working Group Chair: Matt Gillman
- Parks and Open Spaces Working Group Chair: Olivia Dwyer
- Human Services Working Group Chair: Robin Licari
- Economic Development Working Group Chair: Adam DeSantis
- CPSB discussion:
 - do we have a sufficient and appropriate list of focal topics?
 - how shall we address overlapping elements among working groups' focal topics?
 - are there any specific concerns for presenting the consolidated list to the Town Board on 13 March 2025?

3. Next Steps for Working Groups: Initial Focal Topic Analysis:

- Recommended steps to proceed (refer to Thoughts for WG Chairs paper)
 - define each topic, characterizing existing condition, goals & concerns
 - identifying initial 'range of alternatives' for Town of Jay (to act, to regulate, to facilitate, to encourage, to request); a 'status quo' or no action alternative should be included; avoid debating what alternatives might be preferred
 - begin identifying each alternative's tradeoffs
 - what will be needed for better understanding?
 - important information to seek out
 - research of relevant existing reports and studies
 - possible additional members for work group for their expertise
 - what should be asked of whom in stakeholder interviews?

- what alternative sources or grants might address the focal topic?
- CPSB discussion: any thoughts on how to improve how we proceed?

4. Public Information:

- Sharing documents with Working Group members
- Websites
 - Town website
 - Planjay.com
- Discussion: what else to publish in Jay Community News, social media or other venues?

5. Scheduling Next Meetings:

- Monday 17 March 2025
- Monday 21 April 2025
- Monday 19 May 2025
- Possible Visioning Workshop and other public engagements: TBD

6. Comments and Open Discussion

7. Adjourn