

January 20, 2025

**Agenda for Comprehensive Planning Special Board (CPSB) 15<sup>th</sup> Meeting**

6:30-8 pm, Mon 20 January 2025 at Jay Community Center and on Go-To-Meeting

**Advance material:** Agenda, Draft Minutes of Meeting #14 (16 Dec 2024), Issue Analysis #1 annotated-ISSUES Climate & Infrastructure (4 Jan 2025), Jay CP Survey Meta Analysis Memo Ruzow Holland 15 Jan 2025, Issue Analysis #2 annotated-TOPICS Climate & Infrastructure (4 Jan 2025), Draft Stakeholder Interview List (Updated 17 Jan 2024).

**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, APOA presentation inputs 13 Oct 2024, ARVBA presentation inputs 30 May 2024, Initial Thoughts on Focal Topics and Alternative Visions for Discussion (updated 16 Aug 2024), Way Ahead for Comprehensive Plan Development in 2025 (10 Dec 2024).

1. Open 15<sup>th</sup> meeting:

- call for additional agenda items and individual comments
- review and approval of minutes from 14<sup>th</sup> meeting (16 Dec 2024)

2. Human Services Committee and Working Group:

- New Town Committee will be proposed to Town Board
- Chair: Robin Licari
- Charter and scope still being determined: Services “across the generations”
  - counterpart to County Human Services Committee: public health, mental health, Office for the Aging
  - MS: “good place for youth activities as well”
- Robin is examining the public inputs from the Open House & Community Survey
  - initial list: affordable housing (all ages), child care/day care; expanding health services, blight within town, dependable low-cost transportation, substance abuse, recreational activities [some of these issues may be addressed by other committees/working groups]
  - other issues with some people concerned: emergency/first responder services, safety
- Recruitment for group members is ongoing

3. Evaluating Public Input to Define “focal topics:”

- Goals are to identify 3-5 ‘focal topics’ for each working group by our Feb meeting; Provide input to town board in March; Enable interviews and research to understand “Range of Alternatives”
- Objective & subjective process using open house, community survey and other inputs
- Reviewing Inputs Example: Annotated issue analysis memo #1 (ISSUES) for Climate & Infrastructure
- criteria for focal topics: : *public concern, impact of subject, extent of alternatives & town authorities, and relative complexity (requiring research, debate and significant treatment in the comprehensive plan update)*
- “Generative Coding” meta-analysis memo by Ruzow Holland is also useful

- Defining Topics Example: Annotated issue analysis memo #2 (TOPICS) for Climate & Infrastructure

#### 4. Next Steps for Focal Topics:

- Identifying key questions for each topic to direct research
  - research priority on existing studies and information
  - inform stakeholder interviews to gather expertise and opinion
  - defining a limited number of studies to be done by AES NE (e.g., build-out analysis)
- Identifying the 'range of alternatives' available to the town for each focal topic
  - collectively, the range of alternatives for focal topics will help defining differing visions
  - our goal is to present the public and the town board with understanding of alternatives and then to enable them to make choices

#### 5. Stakeholder Interviews:

- Delayed to emphasize gathering expertise rather than just identifying concerns
- Updated list of possible individuals
  - seeking additional name recommendations & contact information
  - M Stanley had open invite recently in JCN; few volunteers
- As focal topics are identified, consider who might be useful to interview and what to ask

#### 6. Public Information:

- Website Updates: Challenge to update monthly
  - Town website now includes Comprehensive Plan link to [planjay.com](http://planjay.com); Comprehensive Plan Special Board page with document links, events; Presently, only 2024 Community Survey Report of objective responses is uploaded; still need other documents, updated committee membership, photos
  - Planjay.com: needs upload of documents, meeting minutes, updated committee membership
- Jay Community News
  - Community Survey objective results published; still need a more concise narrative summary

#### 7. Scheduling Next Meetings:

- Monday 17 Feb 2025
- Monday 17 March 2025
- Monday 21 April 2025
- Possible Visioning Workshop date: Sat 26 April 2025 (?)

#### 8. Comments and Open Discussion:

#### 9. Adjourn: