

Town of Jay Comprehensive Plan Special Board

January 20, 2025 15th Meeting

Present: Wally Walters (Chair), Supervisor Matt Stanley, Councilor Olivia Dwyer, Robin Licari, Matt Gillman, Tim Rowland, Madelyn Savage (Youth Representative)

Via Go-To-Meeting: Dr. Ann Ruzow Holland (Principal Consultant from AES), Scott Allen (Managing Consultant with AES)

Advanced 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, AAPOA 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).

Meeting called to order at 6:32 PM

Motion to approve November 18, 2024 meeting minutes. All in favor and none opposed.

Additional agenda item: Matt Stanley noted he made a Town Instagram page, in view of Instagram as the primary social media used by Ausable Valley HS students. d

Wally Walters, Matt Stanley and Robin Licari discussed the new Town of Jay Human Services Committee and Working Group. Robin volunteered to found and chair the committee. Its charter and scope will be determined, as a counterpart to the Essex County Human Services Committee and as a Comprehensive Plan Working Group for services to support “across the generations.” Robin is examining the public inputs from the Open House & Community Survey in preparation to identify focal topics at the HS Committee’s first meeting on 6 February. Recruitment of committee members is ongoing. Mike Rafferty of AVHS concurred with including the CPSB’s youth members on the HS committee.

The goals of the CPSB for the coming month are for the working groups to engage in the comprehensive plan, and for them to identify 3-5 ‘focal topics’ for each group. The criteria for focal topics are public concern, impact of subject, extent of alternatives & town authorities, and relative complexity (requiring research, debate and significant treatment in the comprehensive plan update). Sources for the topics are the objective and narrative responses to the Open House and Community Survey, responses to other meetings, and the subjective judgement of the working group chairs and their members. Dr Ruzow Holland also provided a meta-analysis memo using “generative coding” to identify topics. In addition to focal topics, working groups can identify other issues and opportunity ideas for the plan update. Wally Walters provided an

example analysis of inputs and topics for the Climate & Infrastructure working group effort. Matt Gillman discussed his analysis of topics to propose to the Housing and Planning Working Group. The group had significant discussion of several issues including short-term-rentals as an example of focal topics. Wally Walters noted he discussed transportation master planning and short-term-rentals with the Town Board on 9 January as example topics.

Wally Walters identified potential next steps for focal topics after they are identified. These included identifying the 'range of alternatives' available to the town for each focal topic and identifying elements for research and stakeholder interviews. A limited number of supporting studies may be done by AES NE (e.g., build-out analysis).

Given the breadth and extent of inputs from the Open House and Community Survey, the stakeholder interviews will be delayed until focal topics are defined. Instead of trying to identify concerns, the interview purpose will be to gain insight on the focal topics.

The town website now includes a comprehensive plan page and link to planjay.com. More documents need to be uploaded to both sites.

The meeting was adjourned at 7:40 pm.

The next meetings are scheduled for Monday 17 Feb 2025 and Monday 17 March 2025, in person and on-line from 6:30-8 pm at the Community Center.

Respectfully submitted

Wally Walters

Board Chair