

November 17, 2025

Agenda for Comprehensive Planning Special Board (CPSB) 25th Meeting

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

Advance material: Agenda, Town of Jay Smart Growth Comprehensive Plan Outline v4 10_07_2025 Working Draft, “Essential Narrative draft” 2.0 20 Oct 2025, Draft ARVBA Newsletter Comp Plan article 17 Nov 2025

Other references:

Working list of focal topics (13 Mar 2025), Draft Stakeholder Interview List v4 (01 Dec 2024), Draft Stakeholder Interview List (17 Jan 2025), Jay CP-Profile Framework and Analytics Required Matrix (ARH v3 14 Jul 2025)

1. Open 25rd meeting:

- call for additional agenda items and individual comments

2. Discussion on Community Profile (section 4) (Ann):

- “99% done with 135 pages... some charts and maps yet to finish”
- intent to forward to CPSB members before Thanksgiving for review & edits
- seeking feedback by 5 Dec, in time for update prior to next meeting on 15 Dec

3. Informing Section 3 (what we learned) (Ann)

- organized by working group; writeup to be by Ann
- need input from each working group on “what we thought,” “what people told us,” and “what we learned”
- input by email is sufficient; request input by 5 December

4. Initiating Section 7 (focal topics) (Wally):

- working group lead; task to outline alternatives by focal topics
- identify information still needed, including stakeholder or group interviews needed
- will need sufficient coverage to enable public discussions and town board consideration
- section 7 will be organized by Ann based on overarching themes
- may consider other issues too
- request email or other input to Ann and Wally by 12 Dec
- “essential narrative” provides some reference for this task as “big story”
 - feedback on “essential narrative?”

5. Stakeholder Interviews (Ann):

- still looking for more recommendations for interviews
- discussion; what else do need to do to get adequate information?

6. Brainstorming Public Engagement to Come (Wally):

- how to review working draft plan materials before release to public?
 - how to conduct internal reviews
 - how to engage town board members to incorporate their concerns
 - how to engage with adjacent communities and key stakeholder groups
 - how to ensure “smart growth” principles are adequately considered
- public release ideas
 - website; media; mailings; how to get the work out

- public information and education; events (workshop? open house)?
- getting public feedback; survey?
- CPSB public hearing
- engaging town board for guidance and plan edits
- when do we detail implementation and next steps (section 8)?
- public and agency reviews of final draft plan
- town board public hearing before consideration for approval
- seeking broader public participation in CPSB and working groups

7. Brief Updates from Working Group Chairs:

- activity; recommendations for interviews
- Climate & Infrastructure: Wally Walters
- Economic Development: Adam DeSantis
- Planning and Land Use: Matt Gillman
- Parks and Open Spaces: Olivia Dwyer
- Human Services: Robin Licari

8. Scheduling Next Meetings:

- Mon 15 Dec 2025, 6:30-8 pm
- Mon 19 Jan 2026, 6:30-8 pm [or alternate date due to holiday]
- Mon 16 Feb 2026, 6:30-8 pm [or alternate date due to holiday]

9. Comments and Open Discussion

10. Adjourn