

Comprehensive Plan Committee Town Board Update - 11/15/07

1. Meetings -- The Comprehensive Planning Committee continued to meet regularly in October. The primary focus during the past month was to design the survey questionnaire.

2. Survey/Questionnaire -- The next step in understanding how the Community feels about the issues and opportunities raised during the Workshops will be the survey, which we finalized at our November 5 meeting and to send to approximately 1650 residents, property owners and businesses this week. Results of the survey should be available during February.

3. Expand Committee to Nine Members – The Committee has expanded to nine members. Chris Sommerhoff and Gene Aleinikoff joined the Committee following the Town Board’s approval at the last meeting of the expansion to nine members.

4. Next Steps -- The committee is exploring the possibility of holding a group meeting with high school and college age children of Ancram residents and property owners. This meeting is scheduled for 12/29, and would cover the same kind of ground as was covered by the Planning Workshops on 9/29 and 10/1.

5. Grant Applications – We plan to apply for a \$21,000 technical assistance grant from the NY Housing Trust Corporation Office of Small Cities to support the economic development, housing and hamlet revitalization aspects of the Comprehensive Plan. We have secured the assistance of the Laberge Group to assist in the preparation of the application as was originally planned and budgeted for. The application is due early in December. The Town Board will be required to complete a letter of intent and a resolution authorizing the submission of this grant application. The proposed letter of intent and resolution are attached. In

addition we plan to submit series of smaller grant requests before the end of the year which will total about \$10,000 in aggregate. Documentation for these additional grant requests will be submitted to the Town Board at the next Town meeting.

6. Financial Report – The Comp Plan Committee has incurred expenses totaling approximately \$10,700 through the end of October. Approximately \$7600 relate to consulting fees and expenses paid to Community Planning and Environmental Associates, approximately \$2100 relate to the first phases of the water study, and approximately \$1000 relates to the costs of the mailing inviting people to the Workshops. Our total budget remains \$60,000. We plan to apply for grants totaling about \$30,000. If we are successful securing these grants, our out of pocket costs of the Comprehensive Planning effort should be about \$30,000.

7. Expanded Community Planning and Environmental Associates (CPEA) Role -- To facilitate financial and operational control, we have asked CPEA to manage and coordinate the water study and the relationship with the printer and mailing house for us. CPEA is insuring those services are delivered in a timely way, and paying those bills directly. For the printing and postage costs we have incurred, CPEA has agreed to prepay these costs to insure the mailings are done in a timely way, and is rebilling us for those services. There are no additional costs to the Town for these additional services.