

## **Town of Sherburne, NY Planning Board Minutes September 14, 2021**

**Attendance:** Nancy Simerl, Mike Janitz, Angela Jones, Jim Osborne, Brian Guldy, Holly Crouch

**Absent:** none

**Guests:** Charlie Mastro, Rowena Krum, Danny Lapin, Shiori Green (via phone)

Meeting called to order at 7:00 pm by Mike Janitz.

**Minutes from August 10, reviewed:** motion to accept by Holly Crouch; second by Brian Guldy; Motion carried.

**New Business:** None.

### **Old Business:**

> Danny Lapin led discussion of next steps in our Comprehensive Plan creation process.

We discussed the current collection of photographs of Sherburne, collected to serve as prompts for Visioning Session public discussion and debate about what Sherburne looks like and what Sherburne residents would like Sherburne to become. Planning Board members are encouraged to find more pictures, including recruiting help from local photographers. Special events, agriculture, landmarks, representative architecture (also pictures of eyesores and issues). Please get/give permission to use the pictures and provide the photographer's name for proper credit.

After review of options, Planning Board concluded that the mailed version of the Survey will be distributed by the "every door direct mail" process, which works on zip codes. This is straightforward except for some Earlville routes. Cost of distribution will be approximately \$400.00. Midyork Press has kindly donated free printing and design-expertise for production of the survey papers.

The survey will be available online, too. Approximate cost will be \$64.00. OCCA will invoice and bill Sherburne after usage and exact change determined.

Before mailing, the survey will be modified to include return instructions. Board members (and other volunteers) will attach an appropriate stamp inside each survey and fold and seal them prior to distribution. Recipients can mail their responses with the inner stamp. Alternately,

surveys also can be returned directly to the Town office, Town library, and other sites to be determined. Current deadline for distribution is October 1st, with return of completed surveys requested by November 1st.

> Motion to mail by every door direct with return stamps added made by Brian Guldy; second by Nancy Simerl; Motion carried.

> Motion to use SurveyMonkey and reimburse OCCA for online Survey placement by Brian Guldy; second by Nancy Simerl; Motion carried.

Danny Lapin has identified and contracted with an appropriately-skilled Syracuse University student to analyze the collected responses when completed surveys are returned.

We're going to issue another call for Steering Committee members. Planning Board members are encouraged to discuss the position with potential candidates. Be honest: committee membership may involve monthly meetings about an hour long, 5-10 hours reading/thinking/talking with local sources, for as much as two years duration. It's a real commitment, we need folks who will stay with the project. Danny Lapin will provide a descriptive handout to help us recruit the right people.

Motion to adjourn meeting by Brian Guldy; second by Jim Osborne; Meeting was adjourned at 8:15 pm.

Submitted by Nancy Simerl, October 11, 2021