

APPENDIX A

PROJECT DOCUMENTATION



## **Springport Visioning Committee Minutes**

Meeting – September 24, 2009

**Members Present: Cochairs:** Brian Schenck and Kristine Hoffmeister, **Members:** Constance Scott, Bonnie Hoskins, Bill Morgan, Midge Fricano, Lon Fricano, Linda Rice, Andy Eldridge, David Schenck, Grover Alcock, Veronica Seyd, June Layton, Jon Patterson, Rick Waldron, Dawn Locastro, Larry Huntley, Barry Schwarting, Connie Reilley, and Ed Staehr

**Members Absent:** Brad Rindfleisch and Michael Sacco III

**Secretary:** Debra Rindfleisch

**Visitors:** Mark Cavalcoli, Municipal Liaison – Conestoga-Rovers & Associates and Gregory Keyser, Project Planner

Meeting began at 7:05 p.m.in the Springport Town Hall

### **Business:**

- 1) Refreshments available
- 2) Visioning Committee members verified addresses and wrote their e-mails.
- 3) Introductions – Name, brief introduction about himself/herself, and why he/she decided to serve on committee.
- 4) Slide Show Presentation: (Project History, Master Plan Process, Project Overview, Roles and Expectations, Meeting Requirements, and Final Thoughts from members).
- 5) Greg offered members the opportunity to view Master Plans for Tonawanda and Aurelius
- 6) Final Thoughts: Importance of subgroups on the committee, Places to meet possibly the high school or firehouse, Communication about canceling and rescheduling – phone tree would be helpful, possibility about hearing from other towns about their visioning plans.

**Next Meeting:** Wednesday, October 14, 2009 at 6:30 PM at Union Springs High School.

Respectfully submitted,

Debra Rindfleisch

## **Springport Visioning Committee Minutes Meeting – November 11, 2009**

**Members Present: CoChairs:** Kristine Hoffmeister and Brian Schenck, **Members:** David Schenck, Linda Rice, Ed Staehr, Rick Waldron, Barry Schwarting, Constance Scott, Brad Rindfleisch, Veronice Seyd, June Layton, Grover Alcock, Larry Huntley, Bill Morgan, Michael Sacco III, Midge Fricano, and Lon Fricano

**Members Absent:** Dawn Locastro, Jon Patterson, Bonnie Hoskins, and Andy Eldridge

**Secretary:** Debra Rindfleisch

**Visitors:** Gregory Keyser, Project Planner – Conestoga-Rovers & Associates  
Mark Flynn

Meeting began at 7:00 p.m. in the Springport Town Hall

### **Business:**

- 1) Brian Schenck did roll call.
- 2) Motion to accept the minutes made by David Schenck and 2<sup>nd</sup> by Veronica Seyd.
- 3) Greg Keyser passed out roster and asked members to put down area of expertise
- 4) Website status:
  - a) Linda Rice will check with Andy Eldridge about a student group helping.
  - b) Brian Schenck spoke with Steve Johnson and he will be glad to assist if needed.
- 5) SWOT Analysis:
  - a) Divided into three groups to prioritize the SWOT Analysis. Each group worked on each quadrant for ten minutes.
  - b) Three small groups came back as one large group and discussed their top five in each quadrant. Quadrants are strengths, weaknesses, opportunities, and threats.
  - c) Kristine documented on chart paper the results of the three groups. She will e-mail us with the results.
- 6) Lon spoke about the importance of a Master Plan.
- 7) Brian will e-mail survey that Aurelius used and members need to think up ideas for Springport's survey.
- 8) Next Meetings Agenda:
  - a) Village Master Plan
  - b) SWOT Analysis
  - c) Public Survey
  - d) Guest Al Kozlowski, Real Properties Cayuga County will speak.
- 9) Motion to adjourn at 8:30 p.m. made by Lon Fricano and 2<sup>nd</sup> by David Schenck.

Next Meeting: Wednesday, December 9, 2009 at 7:00 p.m. in the Union Springs High School Library.

## **Springport Visioning Committee Minutes Meeting –October 14, 2009**

**Members Present: Cochairs:** Brian Schenck and Kristine Hoffmeister, **Members:** Bonnie Hoskins, Brad Rindfleisch, Bill Morgan, Midge Fricano, Lon Fricano, Andy Eldridge, David Schenck, Grover Alcock, Veronica Seyd, June Layton, Jon Patterson, Rick Waldron, Larry Huntley, Barry Schwarting, Ed Staehr, Michael Sacco III, and Rick Waldron.

**Members Absent:** Dawn Locastro, Constance Scott, and Linda Rice

**Secretary:** Debra Rindfleisch

**Visitors:** Mark Cavalcoli, Municipal Liaison – Conestoga-Rovers & Associates and Gregory Keyser, Project Planner

Meeting began at 6:30 p.m. in the Union Springs High School Library

### **Business:**

- 1) Motion to accept minutes made by Rick Waldron, seconded by Bonnie Hoskins
- 2) Roster handed out to members with e-mails, phone numbers, and addresses
- 3) Meeting cancellation – Brian and Kristine will use e-mails and David Schenck offered to help if needed.
- 4) Greg passed out presentation and three demographic maps and explained them:
  - a. Land Use - completed
  - b. Floodplain – completed
  - c. Land Cover Map
  - d. Other maps were recommended as well.
- 5) Regional Demographic Data presented (ten years old, data from 2010 census not available yet)
  - a. Various towns and villages in Cayuga County.
  - b. General Statistics comparing Springport with Cayuga County, New York State, and the National Level.
  - c. Springport's population by gender, population age, housing, education, employment by occupation, and employment by industry.
- 6) Kristine explained the SWOT Analysis (Strengths, Weaknesses, Opportunities, and Threats).
  - a. Listed the four quadrants on chart paper – (internal strengths, internal weaknesses, external opportunities, and external threats with ideas from members.
- 7) Aurelius Master Plan – Brian spoke with a few members and the process they used.
  - a. He has questionnaire that Aurelius used and can e-mail it to members.
- 8) Next meetings agenda:
  - a. Prioritize SWOT Analysis
  - b. Discuss Website
  - c. Village Master Plan for Union Springs
  - d. Possibility of Al Kowalski and Steve Lynch speaking to the committee.
- 9) Motion to adjourn at 8:05 PM made by Lon Fricano and seconded by Dave Schenck.

Next Meeting: Wednesday, November 11, 2009 at 7:00 PM in the Union Springs High School Library.

## **Springport Visioning Committee Minutes Meeting – December 9, 2009**

**Members Present: Cochair:** Brian Schenck **Members:** David Schenck, Rick Waldron, Barry Schwarting, Connie Reilley, Bill Morgan, Midge Fricano, Lon Fricano, Larry Huntley, Andy Eldridge, Michael Sacco III, Dawn Locastro, Brad Rindfleisch, Grover Alcock, June Layton, Veronica Seyd, Constance Scott, and Jon Patterson

**Members Absent:** Kristine Hoffmeister, Linda Rice, Bonnie Hoskins, and Ed Staer

**Secretary:** Debra Rindfleisch

**Visitor:** Al Kolzowski (Real Properties in Cayuga County)

Meeting began at 7:00 p.m. in the Union Springs High School Library.

### **Business:**

- 1) Motion to accept the minutes made by Midge Fricano and 2<sup>nd</sup> by Constance Scott.
- 2) Andy Eldridge mentioned that Gus Walker and Bernie Cechini, two high school students will set up the website. Everyone was in agreement to this.
- 3) Al Kolzowski gave us an overview of the website and demonstrated how to use it. He passed out an old deed. The website enables us to look at many attributes for a parcel of property. [www.ecayuga.com](http://www.ecayuga.com). Website is a tool to help us develop our plan.
- 4) Brian e-mailed the survey for Aurelius to members. He asked for volunteers to be on a subcommittee to help develop our survey. Constance Scott and Barry Schwarting volunteered to be on the subcommittee. Suggestions and/or ideas for our survey can be e-mailed to them.
- 5) Andy Eldridge mentioned that the Union Springs School District's enrollment is declining.
- 6) Next Meetings Agenda:
  - a) Brian will reach out to other towns to see if they would like to speak with us about their master plans.
  - b) Steve Lynch, Cayuga County Planning will speak with us.
  - c) SWOT Analysis
  - d) Looking at the CDs that contain the waterlines.
- 7) Motion to adjourn at 8:35 p.m. made by Lon Fricano and 2<sup>nd</sup> by Jon Patterson.

Next Meeting: Wednesday, January 13, 2010 at 7:00 p.m. in the Union Springs High School Library.

**Springport Visioning Committee Meeting**  
**Meeting – January 13, 2010**

**Members Present: Cochairs:** Kristine Hoffmeister and Brian Schenck **Members:** Rick Waldron, Ed Staehr, Barry Schwarting, Larry Huntley, June Layton, Veronica Seyd, Jon Patterson, Bonnie Hoskins, Brad Rindfleisch, Michael Sacco III, and Linda Rice

**Members Absent:** David Schenck, Grover Alcock, Andy Eldridge, Midge Fricano, Lon Fricano, Dawn Locastro, Bill Morgan, Connie Reilley, and Constance Scott,

**Secretary:** Debra Rindfleisch

**Visitors:** Steve Lynch and Jeff Mills from Cayuga County Planning  
Mark Cavalcoli, Municipal Liason, Conestoga-Rovers & Associates & Gregory Keyser  
Project Planner

Meeting began at 7:00 PM in the Union Springs High School Library.

**Business:**

- 1) Motion to accept the minutes made by Rick Waldron and 2<sup>nd</sup> by Brad Rindfleisch.
- 2) Brian introduced the visitors.
- 3) Steve explained that Cayuga County Planning can be used as a resource for our comprehensive plan but there is a cost for this service. His office has assisted Ledyard, Throop, Fair Haven and Sterling with their plans. His office offers assistance with the best possible development for towns, technical assistance, finding out what other towns have done with their plans, farmland protection was mentioned, watershed protection, and tourism development.
- 4) Jeff presented some information in a slide show format that displayed a cost analysis. The cost of community services study showed revenue brought in compared to expenditures. The ratio was in dollars for residential, commercial, and agriculture.
- 5) Project Schedule was mentioned and the importance of following it to get things accomplished.
- 6) Survey – think about when to send it to get the best possible responses, questions asked should be meaningful and SWOT will help with this, questions need to be easily understood or surveys won't be valid. Survey should be on the website and available in different locations throughout the town for easy access.
- 7) Website – Kristine spoke with Andy and the students are eager to start it. Brian spoke with the town and they will pay the expense for developing the website.
- 8) Brian asked if anyone would be interested in meeting with town officials outside of our meetings.
- 9) Homework – SWOT Analysis and think of a mission statement.
- 10) Next Meetings Agenda:
  - a) Website
  - b) SWOT Analysis
  - c) Survey
- 11) Motion to adjourn at 9:05 PM made by Larry Huntley and 2<sup>nd</sup> by Jon Patterson.

Next Meeting: Wednesday, February 10, 2010 at 7:00 PM in the Union Springs High School Library.

## **Springport Visioning Committee Minutes Meeting – March 10, 2010**

**Members Present: Cochairs:** Kristine Hoffmeister and Brian Schenck, **Members:** Ed Staehr, Connie Reilly, June Layton, Veronica Seyd, Andy Eldridge, Linda Rice, Jon Patterson, Rick Waldron, Brad Rindfleisch, Connie Scott, Barry Schwarting, David Schenck, Bonnie Hoskins, Lon Fricano, and Micheal Sacco III.

**Members Absent:** Dawn Locastro, Bill Morgan, Larry Huntley, Midge Fricano, and Grover Alcock.

**Secretary:** Debra Rindfleisch

**Visitors:** Springport Town Supervisor, Robert Bower, Andrew Rindfleisch, George Fearon, Warren Albrecht, Bill Boyd, Greg Keyser, and Susan Harris.

Meeting was called to order by Brian Schenck and began at 7:00 p.m. in the Union Springs High School Library. We recited the pledge and the planning board members introduced themselves. Brian Schenck welcomed the Springport town board members.

### **Business:**

- 1) Brian Schenck asked the town board what the expectations were for the visioning committee. Robert Bower commented that the town is struggling with zoning and stressed the importance of a master plan. Bob Bower also commented that it will be helpful to have a master plan when applying for grants. Reading over other master plans from various towns will assist you but it is important to develop your own. Remember you are representing the community and must have their input. Brian asked if the board is getting enough information from us through our minutes. Brian asked what assistance the town board could give the planning board and if there were issues that the town board is facing that should be brought to the attention of the planning board. Bill Boyd commented that assessment and population figures might be helpful. Bob Bower stated that the Association of Towns is very helpful to the town board especially in dealing with legal advice. Bob Bower commented that the town has gone into litigation with a few small businesses as well and stated we need a master plan. Brian Schenck asked about the town visioning committee working with the village. Bob Bower reminded us that they have their master plan in place and yes it is important to consider them but they are also separate and have some different issues. David Schenck commented that it will be helpful to dovetail or match the zoning.
- 2) Kristine Hoffmeister gave the town board information as to what the visioning committee has been doing. The first meeting was in September and we have met every month after that. We started with twenty-three members. She explained the SWOT Analysis and the process we used to come up the internal strengths, weaknesses, and external opportunities and threats of our community and

## **Springport Visioning Committee Meeting** **Meeting – February 10, 2010**

**Members Present: Cochairs:** Kristine Hoffmeister and Brian Schenck, **Members:** David Schenck, Veronica Seyd, June Layton, Barry Schwarting, Ed Staehr, Andy Eldridge, Brad Rindfleisch, Larry Huntley, Grover Alcock, Lon Fricano, Midge Fricano, and Michael Sacco III.

**Members Absent:** Dawn Locastro, Bill Morgan, Jon Patterson, Connie Reilley, Linda Rice, Constance Scott, and Rick Waldron.

**Secretary:** Debra Rindfleisch

**Visitors:** Gus Walker and Bernie Cecchini (high school students)

Meeting was called to order by Brian Schenck and began at 7:05 p.m. in the Union Springs High School Library.

### **Business:**

- 1) Motion to accept the minutes made by Ed Staehr and 2<sup>nd</sup> by Veronice Seyd with the correct spelling Geoff Milz.
- 2) Gus Walker and Bernie Cechini, two high school students will manage the website.
- 3) They showed us a sample of the site. They spoke to us about possible tabs, links, cost, and asked what information we want on the site. A possible domain name: Springportvisioningcommittee.info.
- 4) Discussed and came up with a mission statement.
- 5) Continued to work on SWOT (Strengths, Weaknesses, Opportunities, and Threats) Analysis. Took the seven categories (Quality of Life, Housing and Residential Development, Commercial and Industrial Development, Infrastructure/Utilities, Transportation and Traffic, Open Space and Recreation, and Other and categorized them. Then we assigned different members to work on the following subcommittees to discuss concerns and possible questions for survey. The subcommittees: Quality of Life, Housing and Residential Development, Commercial and Industrial Development, Infrastructure, Transportation, Open Space, and Agriculture.
- 6) Barry spoke to us about the survey and he had an opportunity to look at other surveys. Gave each subcommittee a starter packet to look at for suggestions with concerns, issues, and questions for our survey.
- 7) Brian printed out a road map and members discussed question number one on our survey. The question pertains to the area that residents live in.
- 8) Homework – Work with your subcommittee members to discuss issues, concerns, and or questions for survey.
- 9) Next Meetings Agenda:
  - a) Town Boards Members to discuss their expectations, ideas, and/or concerns and share what we have done.
  - b) Continue to work on the SWOT Analysis and issues.
  - c) Discuss inviting other towns and their officials to discuss the process they used for developing their Master Plans.
- 10) Motion to adjourn at 8:35 p.m. made by Lon Fricano and 2<sup>nd</sup> by Brad Rindfleisch.

Next Meeting: Wednesday, March 10, 2010 at 7:00 PM in the Union Springs High School Library.

categorizing them. Kristine discussed how we broke up into subcommittees and are now working on issues and trying to develop questions for our own survey.

- 3) Connie Scott and Barry Schwarting updated us about the subcommittee progress. They spoke to us about different formats for surveys and the number of questions on the survey. Connie thought it would be helpful to have a few people take the survey who have no idea about what we are doing, sort of a test drive. Greg Keyser commented that the number of questions will depend on the results of the SWOT and how in depth we want to go with the issues. He also commented that one format is not better than the other but just make sure you don't ask open ended questions or ask the same question in different ways.
- 4) Minutes were approved for the last meeting, February 10, 2010. Jon Patterson made the motion and Brad Rindfleisch 2<sup>nd</sup> it.
- 5) Kristine Hoffmeister met with the high school students and the homepage has been set up. The address is [www.springportvc.com](http://www.springportvc.com). Different tabs on the site will be: committee members, meeting agendas, minutes, public survey, relevant links such as Cayuga County Planning Dept. and Cayuga County Real Property Dept. Greg Keyser commented that we need a press release about the site and Lon Fricano agreed to do this. Bill Boyd commented that it would be helpful to have a comment section for people visiting the site. Kristine Hoffmeister commented that there is space on the site for photos and comments. Please e-mail photos to Kristine. Andy Eldridge commented that it would be helpful to have a link to Facebook. Kristine is also going to check as to whether documents can be downloaded with this site.
- 6) Greg Keyser passed out handout entitled, "What to Do About Rural Sprawl?" by Tom Daniels, Professor at the Dept. of Geography and Planning at SUNY Albany.
- 7) Brian Schenck asked the committee how we should handle letting the public speak or give input at the meetings. There will be public forums as well. Bob Bower reminded us that the public attending will want to have their input so it is helpful to set aside possibly ten or fifteen minutes at the beginning of every meeting. Greg Keyser also reminded the board that the state will want to see evidence of the public participation.
- 8) Lon Fricano mentioned that we are all welcome to attend the planning board meetings on the third Wednesday of the month at 7:15 p.m. in the town hall.
- 9) Next Agenda:  
Subcommittees and Survey Questions
- 10) Other Town Boards to visit us on Tuesday, March 30, 2010 at the Springport Town Hall at 6:30 p.m.
- 11) Motion to adjourn at 8:30 made by Ed Staehr and 2<sup>nd</sup> by Jon Patterson.

Next Regular Monthly Meeting on April 7, 2010 at 7:00 p.m. in the Union Springs High School Library.

**Springport Visioning Committee**  
**Neighboring Towns Meeting Minutes**  
**March 30, 2010**

**Members Present: Cochairs:** Kristine Hoffmeister and Brian Schenck, **Members:** Ed Staehr, Rick Waldron, Barry Schwarting, David Schenck, Bonnie Hoskins, Lon Fricano, Midge Fricano

**Members Absent:** Dawn Locastro, Bill Morgan, Larry Huntley, Connie Reilly, June Layton, Veronica Seyd, Andy Eldridge, Linda Rice, Jon Patterson, Brad Rindfleisch, Connie Scott, Grover Alcock and Micheal Sacco III.

**Neighboring Towns' Representatives:** Stephanie Church (Aurelius), Gerald Scouten (Aurelius), Bill Heary (Ledyard), Keith Batman (Supervisor, Scipio), Randy Lawrence (Scipio), Gary Mutchler (Scipio), Keith Welch (Scipio).

**Visitors:** Warren Albrecht (Town Board, Springport), Bob Bower (Supervisor, Springport), George Fearon (County Legislature), Diana Rodriguez (Planning Board, Springport), Willard Schwarting, Andy Rindfleisch (Town Board, Springport), Robert Wintamute (Planning Board, Springport)

Brian Schenck called the meeting to order at 6:30 PM with the pledge of allegiance. Everyone went around the room and introduced themselves.

Kristine shared where the Springport Visioning Committee is in its planning process. Brian invited the town representatives to share where they are in their process.

**Town Representative Discussions:**

Stephanie and Jerry (Aurelius)

- History of Aurelius plan
- Realized that they missed several important issues i.e., mining and wind power
- 50%-60% response rate from survey
- Survey was mailed to property owners
- Wished they could "slice & dice" the survey data more effectively
- Met with NYS Department of Transportation which changed key points in their plan
- Zoning laws were changed once the plan was complete
- Stephanie discussed inter-municipal watershed association and will provide information to group

Keith, Randy, Gary, Keith (Scipio)

- 23% response rate from survey
- Mailed surveys, left them in the post office, posted on the Internet
- Planning board must make the project a priority
- Keep control of the flow of information
- Mostly agriculture issues
- Plan is 80%-90% complete
- Completed with assistance of regional planning

Bill (Ledyard)

- Issues are different
- Not focused on development

Group discussed well drilling (hydro fracking) and environmental concerns

## **Springport Visioning Committee Minutes Meeting – April 7, 2010**

**Members Present: Cochairs:** Kristine Hoffmeister and Brian Schenck, **Members:** Lon Fricano, Grover Alcock, David Schenck, Ed Staehr, Larry Huntley, Bonnie Hoskins, Michael Sacco, Veronica Seyd, June Layton, Connie Reilley, Barry Schwarting, Connie Scott, Brad Rindfleisch, Andy Eldridge, and Bill Morgan.

**Members Absent:** Midge Fricano, Jon Patterson, Linda Rice, Rick Waldron, and Dawn Locastro,

**Visitors:** Julie Rindfleisch & Dee Dee Schenck

**Secretary:** Debra Rindfleisch

Meeting was called to order by Brian Schenck at 7:00 PM in the Union Springs High School Library. We recited the pledge.

### **Business:**

- 1) Ed Staehr made a motion to accept March 10, 2010 minutes and David Schenck 2<sup>nd</sup> it.
- 2) On March 30, 2010 some of our members met with neighboring towns (Aurelius, Scipio, and Ledyard) to discuss the process they used to help develop a master plan. The Springport Town Board and Planning Board were there as well. Kristine spoke to them about things that we have done as well. It was recommended that we speak with our consultants before sending out the survey. Another recommendation was to discuss the planning process with the DOT. Lon Fricano mentioned that he would like to attend the Municipal Watershed Meetings. Brian wondered if there was grant money to join the Watershed Association or to possibly check with the town board. Connie Scott thought the Watershed Authority would send information. Connie Reilly mentioned there was an office at Wells College.
- 3) Brian mentioned that George Fearon had sent him an article on Marcellus Shale. He would share it with those interested.
- 4) Brian mentioned that the Cayuga County Planning Board Meetings are open to everyone. The next meeting is April 21, 2010 at 6:00 PM at BOCES. Also there is a Land Use and Agriculture Meeting with Matt Brower (Ag. Resources Specialist) at BOCES at 7:00 PM on April 21, 2010. On July 21, 2010 there is a meeting on planning for mining, oil, and gas at 7:00 p.m. at BOCES. Visioning committee members are welcome to attend.
- 5) Agricultural Development Subcommittee presented issues and survey questions. Committee Members (David Schenck, Ed Staehr, Jon Patterson, and Bill Morgan) They spoke about the Farmland Preservation Act, New York State Ag. District Laws, Ag. and Markets Law 305a which prohibits assessing active farmland as “potential” building lots (unless sub-dividing has commenced). And Agri-Tourism. Ed Staehr gave a presentation on the computer relating to issues such

- as: facilitating growth in agriculture, recognition of laws affecting agriculture, the contribution of agriculture compared to other land uses, and an example of agri-tourism. They presented possible survey questions. Connie Reilly mentioned the possibility of adding one more question, "Are you aware of what farmers are doing to protect the watershed or the environment?". Veronica Seyd mentioned that it's a good idea to get the public's opinion and whether we should provide information about the amount of services agriculture uses compared to the taxes they pay. Lon Fricano mentioned that the purpose of the survey is to get the public's attitudes and ideas. Brian mentioned that yes people need to be educated on certain issues but we need to be careful that we don't steer or sway their thoughts. Ed Staehr said it would be helpful to pilot this survey on a test group.
- 6) The Open Space and Recreation Subcommittee presented their possible survey questions. Members are Veronica Seyd, Bonnie Hoskins, and Connie Reilly. It was mentioned that Cook Forest can be used by the public as well as the school. Lon mentioned that the town does not have a lot of access to the lake for the public. Connie Reilly stated that there is already a park in the village with access to the water and a boat launch so why spend additional tax dollars. Connie Scott mentioned that some questions could be reordered and that the questions relating to senior citizens could fall under quality of life.
  - 7) Infrastructure and Utilities Subcommittee spoke and gave possible survey questions. Members are Barry Schwarting, Dawn Locastro, and Connie Scott. Some of the issues looked at were requirements for water and sewer hookups, cost feasibility for subdivisions, geothermal, hydrofracking, and high speed internet service. Kristine also mentioned that questions about the internet could fall under quality of life.
  - 8) Kristine commented that there isn't a comment section on the web page but she will look into this.
  - 9) Lon Fricano mentioned that there was a possibility that the former D&S Canvas Shop on the corner of Routes 326 and 90 becoming an auction facility. Please send him your thoughts on this.
  - 10) Connie Scott asked for our thoughts on the sale of cigarettes in facilities owned by the Native Americans. Should they be sold to just the Indians or the public as well. She said to send your thoughts on this to New York State Taxation Department.
  - 11) Brian mentioned that there is a meeting on Monday, April 26, 2010 with the Village of Union Springs Mayor and trustees at 6:30 PM in the Springport Town Hall. All members are welcome to attend.

Next Meeting: Wednesday, May 12, 2010 at 6:30 pm in the Union Springs High School Library.

**Springport Visioning Committee  
Village Board Meeting Minutes  
April 26, 2010  
6:30 PM**

**Members Present: Cochairs:** Kristine Hoffmeister and Brian Schenck, **Members:** Midge Fricano, David Schenck, Veronica Seyd, June Layton, Rick Waldron, Mike Sacco, Larry Huntley, Ed Staehr, Dawn Locastro

**Members Absent:** Bill Morgan, Lon Fricano, Connie Reilly, Andy Eldridge, Linda Rice, Jon Patterson, Brad Rindfleisch, Deb Rindfleisch, Barry Schwarting, Connie Scott, Grover Alcock, and Bonnie Hoskins.

**Village Board Representatives:** Mayor Ed Trufant, Trustees Dean Tanner, Dawn Locastro, and Johan Lehtonen and board member Andrew Rindfleisch

Brian Schenck called the meeting to order at 6:30 PM with the pledge of allegiance. Everyone went around the room and introduced themselves.

Kristine shared where the Springport Visioning Committee is in its planning process. Brian invited the village board representatives to share their experience in developing the village master plan.

**Topics of Discussion:**

- Public Survey (resulted in 15% return)
- Expect a few outliers on the survey results
- Survey mailed to property owners and offered in public venues
- Vision needs to match the law (zoning ordinances)
- Bring in “professionals” to assist with verbiage, details and working with the county
- Current focus is on the zoning
  - o Agricultural/residential
  - o Residential
  - o Lakeside residential
  - o Main corridor
  - o Commercial
  - o Neighborhood/commercial
  - o Waterfront/commercial
  - o Park
- Included in the plan is the ability to review and change the plan
- Outline timeframe for making something compliant – highly suggest a facilitator for this process
- Recommend that the Visioning Committee and Town Board continue to communicate with the Village board and that the plans should ultimately compliment each other

## **Springport Visioning Committee Minutes Meeting – May 12, 2010**

**Members Present: Cochairs:** Kristine Hoffmeister and Brian Schenck, **Members:** Lon Fricano, Grover Alcock, Ed Staehr, Larry Huntley, Bonnie Hoskins, Midge Fricano, Veronica Seyd, June Layton, Jon Patterson, Barry Schwarting, Connie Scott, Brad Rindfleisch, Rick Waldron.

**Members Absent:** David Schenck, Michael Sacco, Linda Rice, Connie Reilley, Bill Morgan, Andy Eldridge, and Dawn Locastro.

**Visitors:** Greg Keyser Project Planner, and Diego and Kari Ruez

**Secretary:** Debra Rindfleisch

Meeting was called to order by Brian Schenck at 6:30 PM in the Union Springs High School Library. We recited the pledge.

### **Business:**

- 1) Brian Schenck attended a meeting on April 29<sup>th</sup> on Marcellus Shale Drilling. He said that the bed in Springport is very shallow. He mentioned that wastewater is a concern. We can think about how waste is hauled and the trucking. He has additional information if anyone is interested or would like to see handouts.
- 2) Kristine spoke about the Spring Fling that was held downtown Union Springs. Brian and Kristine had a table and passed out sunglasses with our website address and logo. Brian commented that he has seen an increase in visits to our site. It was mentioned by Kristine that we could go into our subcommittees and write up a brief comment and this might increase some activity as well. A pamphlet was given out as well about our mission, purpose, and things we have accomplished.
- 3) Brian commented that he and a few other members visited the last town board meeting. The planning board was there as well. Some of the things mentioned were zoning and subdivision and site plan review. He got some sense of what pressures the town is facing. Lon commented that many of the issues are important to us as well and our zoning is over twenty years old.
- 4) Lon Fricano made a motion to accept the April minutes and it was 2<sup>nd</sup> by Ed Staehr. All were in favor.
- 5) Greg Keyser updated us on the contract and commented that Bob Bower signed his copy and the money is there.
- 6) On April 26<sup>th</sup> Brian and some of our members met with the Union Springs Village officials on the comprehensive plan. They got a 15% response rate by mailing surveys and leaving some in public spots. It was adopted in 2007. It was mentioned that they took our industrial zoning but included small business. Kristine commented that our plan should compliment theirs and we should keep the communication open. They are very receptive to working with us and helping us out. Brian mentioned that Dean Tanner, a village official said to keep surveys short.

- 7) Quality of Life Subcommittee (Lon Fricano, Larry Huntley, and Andy Eldridge) presented their findings and possible questions for survey. They looked at the Calvert Henderson Quality of Life Issues and came up with some questions. Lon mentioned we should think about national security. Kristine commented about incorporating a disaster plan into the master plan. Brian mentioned that we could work with larger municipalities that deal with Hazmat materials. Greg Keyser commented some questions should go along and correlate each other. He also commented that we shouldn't put a direct question related to age. Jon Patterson mentioned having a comment area after each section would be helpful.
- 8) Housing and Residential Development Subcommittee (Grover Alcock, Midge Fricano, and Veronica Seyd) presented findings and possible questions for survey. Midge asked about the cost of water and sewer hookups in Springport and to find out what the cost is in other towns.
- 9) Commercial and Industrial Development Subcommittee (Brad Rindfleisch, Debra Rindfleisch, and Michael Sacco) presented findings and possible questions for survey.
- 10) Traffic and Transportation Subcommittee (Rick Waldron, Jon Patterson, and Linda Rice) presented findings and possible questions for survey.
- 11) Greg Keyser will take our questions and look them over. He will try to put them in a survey format for the next meeting.
- 12) Larry Huntley made a motion at 8:37 p.m. to adjourn and Midge Fricano 2<sup>nd</sup> it.

Next Meeting: Wednesday, June 9, 2010 at 6:30 pm in the Union Springs High School Library.

## **Springport Visioning Committee Minutes Meeting – June 9, 2010**

**Members Present: Cochair:** Brian Schenck, **Members:** Lon Fricano, Midge Fricano, Grover Alcock, Ed Staehr, Larry Huntley, Bonnie Hoskins, Veronica Seyd, June Layton, Jon Patterson, Barry Schwarting, Connie Scott, Brad Rindfleisch, Rick Waldron, David Schenck, and Andy Eldridge.

**Members Absent:** Kristine Hoffmeister, Michael Sacco, Linda Rice, Connie Reilley, Bill Morgan, and Dawn Locastro.

**Visitors:** Greg Keyser Project Planner

**Secretary:** Debra Rindfleisch

Meeting was called to order by Brian Schenck at 6:30 PM in the Union Springs High School Library. We recited the pledge.

### **Business:**

- 1) Motion to accept the May 12, 2010 minutes was made by Ed Staehr and seconded by June Layton. All were in favor.
- 2) Greg Keyser thanked Connie Scott and Barry Schwarting for their help with the survey. Their help along with all of the committee made it easier for him in putting the survey together. Greg Keyser passed out two handouts of the survey, the first was labeled draft and the second was labeled discussion only. The draft was the survey and the discussion only contained the questions along with the ones he deleted. Greg eliminated some because they overlapped others and some were redundant. The survey will be concise and focused. In addition, he eliminated some questions that were controversial. Brian Schenck commented that we would look at each section and discuss the questions in them. Greg Keyser commented that the survey would be given to the planning board members and the town board members for their input. Grover Alcock mentioned that spouses should take the survey to get their input as well. Grover Alcock asked whether people who are summer residents would have the opportunity to take the survey. Greg Keyser commented yes. Ed Staehr commented that it would be helpful if the survey were piloted first. The committee went through each section and made comments and changes to questions. June Layton commented that the word natural should be added when the word environment appeared. Members also thought that certain terms should be defined more clearly. Some examples were subdivision, cluster development, and transfer of developmental rights. Greg will e-mail the survey to Brian and Kristine. They will forward it to the committee members. It will also be given to the town board and the planning board members.
- 3) Ed Staehr commented that he would ask Nelson Bills, a Cornell University Professor if he is available to speak at the July 14, 2010 meeting. He will discuss land use issues and agricultural issues.

- 4) Next meeting the committee will work on finalizing the survey.
- 5) David Schenck made a motion to adjourn at 8:10 p.m. and Ed Staehr seconded it.  
All were in favor.

Next Meeting: Wednesday, July 14, 2010 at 6:30 pm in the Union Springs High School Library.

## **Springport Visioning Committee Minutes Meeting – August 11, 2010**

**Members Present: Cochair:** Brian Schenck and Kristine Hoffmeister **Members:** Ed Staehr, Larry Huntley, Bonnie Hoskins, Barry Schwarting, Connie Scott, Rick Waldron, David Schenck, and Andy Eldridge.

**Members Absent:** Lon Fricano, Midge Fricano, Grover Alcock, Jon Patterson, Veronica Seyd, June Layton, Brad Rindfleisch, Michael Sacco, Linda Rice, Connie Reilley, Bill Morgan, and Dawn Locastro.

**Visitors:** Nelson Bills - Applied Economics and Management from Cornell University, and Greg Keyser, Project Planner

**Secretary:** Debra Rindfleisch

Meeting was called to order by Brian Schenck at 7:00 PM in the Union Springs High School Auditorium. We recited the pledge.

### **Business:**

- 1) Motion to accept the June 9, 2010 minutes was made by Ed Staehr and seconded by David Schenck. All were in favor.
- 2) Ed Staehr introduced Nelson Bills from the School of Applied Economics and Management at Cornell University. Mr. Bills discussed agricultural land use and the visioning for the Town of Springport in a slide show and passed out the slide show presentation as well. In his slide show he spoke about agricultural land use in Cayuga County, legacy issues, and the current situation (no town data), agricultural land policy and possible implications for the Town of Springport, legislative history, principal public initiatives to protect agricultural resources, and what we know about the efforts in the Town of Springport. His slide show contained graphs and data for Cayuga County and other areas in New York. He also asked for questions and comments.
- 3) Greg Keyser gave us an update on the public survey. We are targeting for the week of August 23, 2010. Greg Keyser commented that the people taking the survey would have two weeks to complete it. There will be a notice in the Citizen and Post Standard about the survey. Kristine Hoffmeister asked about hard copies and if they would be available in certain areas such as the village hall, town hall, library, Big M, and post office. Brian Schenck asked if he was sending out reminders. Greg Keyser commented that reminders would be sent but not the surveys again and the drop off site would be the Springport Town Hall. David Schenck commented that he would check with the library, Big M, and post office for permission to pick up surveys there. Connie Scott asked about the Cayuga Post Office as well. Greg Keyser commented that he would supervise the data entry and the data. Brian Schenck asked about a public meeting. Greg Keyser mentioned that Wednesday, November 10, 2010 would be a good date for the

- public meeting. Greg Keyser will present the survey and the results as well as answer questions from the public.
- 4) Greg Keyser commented that the next step would be to develop vision statements, goals, and objectives and the SWOT Analysis and the survey results will help. We are representing the community. Greg Keyser commented that one goal might be knowing more about agriculture at the local level. Brian Schenck commented that he would like to hear about water issues from the DEC. Greg Keyser gave an example of a goal such as: “The town desires to protect farmland and the agriculture areas in the town. The objective would be to adopt agricultural zoning”. David Schenck commented that most of this is in the Ag. District law and many aren’t familiar with it. Rick Waldron commented that many are interested in infrastructure. Greg Keyser commented that the town is interested in getting the cost of public water down and getting more connections. Brian Schenck commented that he would e-mail objectives and goals from the Comprehensive Plan that the town developed to members. Greg Keyser commented that we will help develop goals in the following areas: agriculture, waterfront housing and/or business, infrastructure, tourism, what kind and where in relation to residential development, environmental protection, and Agritourism.
  - 5) Next Meeting – Find someone from the DEC to speak about water issues. Discuss waterfront goals and objectives and review agriculture.
  - 6) Bonnie Hoskins made a motion to adjourn at 9:00 p.m. and Andy Eldridge seconded it.

Next Meeting: Wednesday, September 9, 2010 at 7:00 pm in the Union Springs High School Library.

## **Springport Visioning Committee Minutes Meeting – September 8, 2010**

**Members Present: Cochair:** Brian Schenck and Kristine Hoffmeister **Members:** Grover Alcock, Veronica Seyd, June Layton, Larry Huntley, Bonnie Hoskins, Rick Waldron, Midge Fricano, Brad Rindfleisch, and Andy Eldridge.

**Members Absent:** Ed Staehr, Barry Schwarting, Lon Fricano, Connie Scott, David Schenck, Jon Patterson, Michael Sacco, Linda Rice, Connie Reilley, Bill Morgan, and Dawn Locastro.

**Visitors:** John Fraser (Nutrient Management Specialist) and Jason Cuddeback (Grazing Specialist) from Cayuga County Soil and Water Conservation District and Greg Keyser, Project Planner

**Secretary:** Debra Rindfleisch

Meeting was called to order by Brian Schenck at 7:00 PM in the Union Springs High School Library. We recited the pledge.

### **Business:**

- 1) Motion to accept the August 11, 2010 minutes was made by Bonnie Hoskins and seconded by Veronica Seyd. All were in favor.
- 2) Brian introduced John Fraser (Nutrient Management Specialist) and Jason Cuddeback (Grazing Specialist) from Cayuga County Soil and Water Conservation District. They spoke about agricultural practices and working with agriculture to protect water quality in their slide show presentation. They also presented everyone with a handout of their slide show presentation. The slide show consisted of:
  - a) AEM – Agricultural Environmental Management (a program administered by Soil and Water that documents and identifies potential resource concerns on farms who participate in the program voluntarily, targets programs, technical service and financial resources for farms, promotes teamwork between farmers, agricultural service agencies and agribusiness. They also spoke to us about the five tiers of AEM.
  - b) Comprehensive Nutrient Management Plans, which include: Nutrient Management and Farmstead Water Management. **Nutrient Management** – an agronomic plan that's developed to utilize crop rotation to minimize erosion, apply nutrients that will maximize uptake by the crop, minimize the amount of nutrients that can be transported off of cropland by runoff or leaching, and limit the amount of nutrients imported onto the farm through feed and fertilizer. **Farmstead Plan** – best management practices (BMP's) are planned to address barnyards, feed storage, manure storage, milkhouse waste and animal mortalities and these plans help prevent nutrients and sediment from leaving the farmstead through runoff and divert clean water

with roof runoff structures, surfaces and sub-surface drainage reduces the amount of materials to be contained and treated.

- c) Concentrated Animal Feeding Operation (CAFO) – dairy farms over 200 mature animals are required to obtain a CAFO permit, permit requires the farm to follow a Comprehensive Nutrient Management Plan developed by a certified planner, annual reporting is required, and NYSDEC conducts compliance inspections.
  - d) They spoke to us about agricultural complaints and the number of complaints. In 2003 SWCD was asked to document and respond to agricultural complaints. They also spoke about the complaint process.
  - e) The presentation also included facts about manure spreading.
  - f) They spoke about Prescribed Grazing – a practice to maintain a high quality forage supply for grazing animals.
  - g) They also showed us pictures of farm projects.
  - h) They left business cards, literature, and a phone number for Cayuga County Soil and Water – 252-4171.
  - i) Brian Scheck asked what other programs the agency works with. He also asked what resources they could recommend to help us out. John Fraser and Jason Cuddeback mentioned the DEC and the Army Core of Engineers. In addition to ask neighboring towns for assistance that have already done their comprehensive plans.
- 3) Greg Keyser gave us an update on the public survey. There was a public notice in the Citizen and Post Standard on Sunday, August 23<sup>rd</sup>. There were 1,787 surveys mailed and 20 hard copies were dropped off at each site. There were 260 returns as of today. There were 82 returns due to the post office didn't recognize addresses. Midge Fricano mentioned that there was a tracking number and wondered if this would affect the outcome but Greg Keyser commented that this helped to streamline the process and not to tie results to the surveyors. Another concern that the town board had was that the survey wasn't double sided. Greg commented that single sided copy versus double sided copy cost the same for postage because he weighed it. The total cost to send the surveys out was \$275 and this money came from the grant. He will send reminder notices to those who didn't respond. Midge Fricano mentioned to put the post card reminder on bright paper. Kristine Hoffmeister asked how the surveys would be tallied. Greg Keyser commented that they were entered into a Microsoft Access Database Program. He also noted that some respondents weren't completing the entire surveys.
- 4) The committee worked on the topic, waterfront. Greg commented that two main things affect this town, waterfront and agriculture. Greg passed out a map of lake front parcel land use. Midge Fricano commented that public utilities and being year round are important to many people and also asked what Greg meant about waterfront. Some were confused about this matter and whether he meant owning lake frontage or being able to see the lake from their property. Greg asked about waterfront revitalization and what the town will do with the waterfront. The members agreed that we will partner with the village and it would be willing to enhance Frontenac Park. Andy Eldridge mentioned moving downtown to the

- lake. Greg mentioned that he would type up what was said about the waterfront issue and get us these notes two weeks prior to our next meeting.
- 5) Next Meeting – Continue with the survey, discuss public hearing date, and the waterfront issue.
  - 6) Brad Rindfleisch made a motion to adjourn at 9:00 p.m. and Midge Fricano seconded it.

Next Meeting: Wednesday, October 13, 2010 at 7:00 pm in the Union Springs High School Library.

## **Springport Visioning Committee Minutes Meeting – October 13, 2010**

**Members Present: Cochair:** Brian Schenck and Kristine Hoffmeister **Members:** Michael Sacco, David Schenck, Veronica Seyd, June Layton, Larry Huntley, Bonnie Hoskins, Rick Waldron, Midge Fricano, Lon Fricano, Connie Scott, Barry Schwarting, Linda Rice, and Brad Rindfleisch.

**Members Absent:** Grover Alcock, Andy Eldridge, Ed Staehr, Jon Patterson, Connie Reilly, Bill Morgan, and Dawn Locastro.

**Visitors:** Greg Keyser, Project Planner

**Secretary:** Debra Rindfleisch

Meeting was called to order by Brian Schenck at 7:00 PM in the Union Springs High School Library. We recited the pledge.

### **Business:**

- 1) Motion to accept the September 8, 2010 minutes was made by Brad Rindfleisch and seconded by David Schenck. All were in favor.
- 2) Spoke about dates for the 2011 meetings.
- 3) Brian spoke briefly about the meeting that the village held on zoning laws. It was held on Thursday, September 30, 2010. This was the first of three sessions. The second meeting will be on October 14, 2010 at 6:00 p.m. at the Trinity Church in the village. All members are invited to attend. Kristine mentioned that their comprehensive plan is on the CD.
- 4) Greg Keyser mentioned that the public meeting would be pushed off until December. He handed out the preliminary results of the survey and the comments made about the survey. Greg Keyser mentioned there was approximately a 26% response rate. Four hundred sixty one surveys were returned and there were seventy-five with bad addresses. Midge Fricano mentioned that she would try to locate the correct addresses for the seventy-five returned surveys. Greg Keyser mentioned that the members of the visioning committee and the town board should look these over before the public meeting. David Schenck mentioned that this date was very close to the holidays. Kristine Hoffmeister mentioned that many of the seasonal residents have left. Greg mentioned that he is presenting the results of the survey and they will have their input in the survey. There are no decisions being made at this meeting and we are only discussing the results and the process we used to get here. Greg mentioned that we need three public meetings. One to discuss the survey results, the second related to the draft, and the third an open meeting with the town board. Lon Fricano asked if the survey was on the website and Midge Fricano asked if the results were on the website. Greg commented that they were not yet on the website. Brian asked if another mailing would go out about the public hearing and not just in the newspaper. Brian also asked if there was any additional money in the grant for the mailing of

- a postcard relating to the public meeting and reminder about the surveys. Greg said he would check on this. Lon Fricano mentioned that if there wasn't additional money in the grant then possibly the town board could help us out. Greg Keyser also mentioned that he would look at the database for property owners and registered voters. Midge Fricano mentioned that a video of the public meeting would be helpful on the website and/or the results of the survey and information that was discussed at the public meeting. Greg Keyser mentioned that the public meeting would cover four topics: 1) introduction of what has been going on over the past year, 2) survey results in general, 3) general vision that is being developed, and 4) open for public comments and/or questions. Greg is going to discuss an extra meeting with the town board. The public meeting is to be determined in the future. Greg commented that two responses to questions surprised him and that was cost of utilities question and the question relating to industry with the three options.
- 5) The waterfront discussion continued to help develop goals. Greg Keyser passed around vision map for the town. He commented that at the last meeting one thing was for certain and that is we don't need another public marina. He reminded us that we need a master plan to help us with zoning for residential and commercial development. Dave Schenck reminded us of the existing agricultural district laws. Lon Fricano mentioned to look at the towns infrastructure to help with residential development. Lon also mentioned that the results of the survey stated that trails were important along the waterfront. Lon also asked about developing a vision statement. Mike Sacco stated that he thought we should enjoy what we have but to polish it up. Brad Rindfleisch thought it would be helpful to break the waterfront into subdivisions ex. lakeview, waterfront, etc. Dave Schenck commented the need to look at current agricultural districts for the farms on the map first. Lon Fricano mentioned it would be helpful if the town attorney came to a meeting and spoke. Rick Waldron mentioned that it would be helpful if an expert on agricultural laws visited us. Greg also commented that it would be beneficial to align our industrial zone with the towns. Greg Keyser also mentioned that we should consider protecting natural resources such as streams. Greg is going to provide us with an agriculture district map at the next meeting.
  - 6) Next Meeting – Continue with the survey, discuss public meeting date, and the waterfront issue.
  - 7) Lon Fricano made a motion to adjourn at 8:30 p.m. and Rick Waldron seconded it.

Next Meeting: Wednesday, November 10, 2010 at 7:00 pm in the Union Springs High School Library.

## **Springport Visioning Committee Minutes Meeting – November 10, 2010**

**Members Present: Cochair:** Brian Schenck and Kristine Hoffmeister **Members:** Grover Alcock, Ed Staehr, David Schenck, June Layton, Larry Huntley, Bonnie Hoskins, Rick Waldron, Connie Scott, Barry Schwarting, Linda Rice, and Brad Rindfleisch.

**Members Absent:** Veronica Seyd, Midge Fricano, Lon Fricano, Michael Sacco, Andy Eldridge, Jon Patterson, Connie Reilley, Bill Morgan, and Dawn Locastro.

**Visitors:** Greg Keyser, Project Planner

**Secretary:** Debra Rindfleisch

Meeting was called to order by Brian Schenck at 7:00 PM in the Union Springs High School Library. We recited the pledge.

### **Business:**

- 1) Motion to accept the October 13, 2010 minutes was made by Rick Waldron and seconded by Barry Schwarting. All were in favor.
- 2) Greg Keyser gave an update and logistics on a public meeting. We were looking at a December public meeting but the Springport Town Board was looking at a February date. There was also concern about excluding seasonal residents. In addition Greg sent out another post card reminder in hopes of getting a higher response rate. The surveys are at all locations. June Layton asked whether the database could sort questions such as village residents' answers and town residents' answers. The town board would also like to digest the results of the survey and look at comments before the first public meeting. Connie Scott mentioned it would be helpful if we invite the Springport Town Board and the Planning Board to the Visioning Committee's December meeting. Brian will let both boards know about our meeting. Kristine Hoffmeister commented that it would be helpful if someone from our committee attend the December Town Board meeting. Connie Scott also asked how many public meetings would there be and Greg Keyser commented, three. Greg Keyser commented that at the first public meeting we would present the survey results and the feedback from residents.
- 3) Greg Keyser passed out the first draft of the vision map for the Town of Springport and a proposed zoning map for the Village of Union Springs. Greg explained the legend of the vision map, which dealt with the big areas of the town such as: agriculture, rural, waterfront, commercial, and development overlay. Some things to consider are the state agriculture districts, lot sizes in certain areas, development along the waterfront, location of commercial and should it remain consistent with the village, and development along Route 90 and Route 326. Ed Staehr mentioned that it would be a good idea to put the flood areas on this map. June Layton mentioned that there are certain areas that should be considered protected such as Cook Forest and certain parts of Great Gully Road. Rick

Waldron mentioned certain farms that have been put into the PDR Program. Greg Keyser will make the changes on the map and try to get them to us before our next meeting.

- 4) Motion to adjourn the meeting at 8:25 p.m. was made by David Schenck and seconded by Grover Alcock.

Next Meeting: Wednesday, December 8, 2010 at 7:00 pm in the Union Springs High School Library.

## **Springport Visioning Committee Minutes Meeting – February 9, 2011**

**Members Present: Cochair:** Brian Schenck and Kristine Hoffmeister **Members:** David Schenck, Andy Eldridge, Jon Patterson, June Layton, Veronica Seyd, Larry Huntley, , Rick Waldron, Midge Fricano, Lon Fricano, Barry Schwarting, and Brad Rindfleisch.

**Members Absent:** Grover Alcock, Ed Staehr, Michael Sacco, Connie Reilley, Bill Morgan, Bonnie Hoskins, Connie Scott, Linda Rice, and Dawn Locastro.

**Visitors:** Greg Keyser, Project Planner and Mark Cavalcoli, Municipal Liason (Conestoga Rovers Associates), Willard Schwarting, Andrew Rindfleisch, Robert Bower, Warren Albrecht, Bill Boyd, Robert Wintamute, and Diana Rodriguez,

**Secretary:** Debra Rindfleisch

Meeting was called to order by Brian Schenck at 7:00 PM in the Union Springs High School Library. We recited the pledge.

### **Business:**

- 1) Motion to accept the November 10, 2010 minutes was made by Brad Rindfleisch and seconded by Lon Fricano. All were in favor.
- 2) Brian Schenck thanked the Springport Town Board and Springport Planning Board members for coming and introductions took place.
- 3) Greg Keyser explained that the committee wanted to give the visitors an update on the work and progress that has been occurring over the past year. Greg passed out the Town of Springport Visioning Project, Survey Report, and the draft for the Town of Springport Vision Map. Greg explained that the committee completed a SWOT analysis (Strengths, Weaknesses, Opportunities, and Threats) for the Town, Inventory and Analysis Map, invited the Cayuga Planning Department to a meeting, some of the Visioning Committee members met with neighboring towns, and two Union Springs High School students helped us develop a website. The survey and minutes are posted on this website. Greg explained the draft vision map and also stated we need three public meetings. The first one we'll present the findings of the survey and get ideas and comments from the public, the second public meeting will consist of taking the public's ideas and drafting them, and the third public meeting we will present the final draft to the Springport Town Board. Kristine commented on a public meeting and time frame for the meeting in regards to the grant. Greg commented that we didn't want to preclude summer residents. Greg Keyser wanted to thank the town board for their support in this project. Robert Bower commented that the committee has been doing a great job.
- 4) Greg Keyser updated visitors on the survey results and went over the results. There was an initial mailing in August and surveys were at various local locations. There were notices in local newspapers as well. The survey was posted on the website as well. Initially the response rate was 25% and 460

surveys returned. Then a second notice went out in November and brought the response rate to 28% with a total of 510 surveys. Lon Fricano mentioned that it would be helpful to have the surveys at the first public meeting. Bob Bower commented that it would be helpful to let the public write their ideas and comments without having to give their names unless they wanted to. Mark Cavalcoli commented that other communities have comment sheets at these meetings. Greg Keyser commented that there is a section on miscellaneous comments and these need to be reviewed. Greg went over survey results and made comments on the sections but didn't go over every question.

- 5) Responses regarding sections of the survey: **Quality of Life** – related to why people live here and their values. Highest rated statements related to environmental and rural protection. In this section economic development was rated low. **Housing and Residential Development** – Respondents were in favor of rural residential development such as single-family homes and the need for senior housing. There was a tolerance for subdivision development such as lakefront but didn't want to see this all over the town. Respondents were a little reluctant to design architectural standards. Most respondents were not in favor of duplex or mobile home development. Robert Bower commented that the committee should look at lot sizes and how far off the road in regards to future development. David Schenck commented that there are not a lot of housing tracts and people want water, sewer, and gas for their homes. **Traffic Transportation** – respondents were concerned about traffic especially truck traffic along Routes 326 and 90. **Economic Development** - a majority of the respondents want to see businesses tied to the waterfront, agriculture, and tourism. There was a strong support for design standards, restaurants, agritourism, and wineries. There was not a strong response in favor of big box stores. A wide range of responses relating to industrial development and respondents were in favor of high tech businesses. **Agricultural, Open Space, and Natural Resources** – there was a strong support here. Willard Schwarting commented that many want to keep the rural characteristic of the town but development is looming on the horizon. Mark Cavalcoli commented the committee should think down the road in regards to protecting the future of this town in relation to development, protecting open space, and sustaining a tax base. Kristine Hoffmeister commented that the public is interested in alternative energy sources. Brian Schenck asked whether the town board reviews the master plan every few years. Mark Cavalcoli commented that this is a two-step process. The first is the vision process and the second is the master plan and it will be modified every three to five years. David Schenck commented that there is a difference between private windmills and commercial windmills. **Recreation** – Robert Bower mentioned that Frontenac Park is underutilized. There was interest in utilizing the schools more and also a joint community center with the village. There was a question about a walking trail and Robert Bower commented that much of the railroad has been turned over to the private landowners. **Infrastructure** – Interest in water and sewer with subdivisions. Robert Bower commented that we need to be careful and not overload this or there will be sewer problems.

- 6) Greg went over the draft of the **Vision Map** – this is a blend of survey results, the committee’s knowledge, blend of discussions with agricultural people and planning department experts. Brown area is the agricultural district. If zoned agricultural it doesn’t mean that a person can’t build but the lot size might be larger. Mark Cavalcoli commented that there are state agricultural laws to follow. Brian Schecnk commented that the Town of Fleming set up lot sizes in their agricultural district within the U.S.D.A. Regulations. Lon Fricano commented that he though a ten-acre lot was too expensive and would shut down development. If we put too much cost on people then they won’t come here to develop. Commercial area on map matches or correlates with the village of Union Springs. Jon Patterson thought that the green area on the map is actually larger than it is. June Layton reminded the committee of the Nature Conservatory that is protected on Great Gully Road. Robert Bower questioned the orange line on some roads and not on others. Lon Fricano commented that this is just a draft. Andy Eldridge commented that the school enrollment is decreasing. Midge Fricano mentioned that we need affordable housing. Mark Cavalcoli commented that town houses or condos cost less to develop than individual homes.
- 7) A tentative date for the first public meeting was set for Wednesday, June 8, 2011. Andy Eldridge will check to see if the Union Springs High School Auditorium is available. Robert Bower commented to let the town board know if they can help in any way. The Visioning Committee thanked the visitors for coming.
- 8) Motion to adjourn the meeting at 8:55 p.m. was made by Midge Fricano and seconded by David Schenck.

Next Meeting: Wednesday, March 9, at 7:00 pm in the Union Springs High School Library.

## **Springport Visioning Committee Minutes Meeting – March 9, 2011**

**Members Present: Cochair:** Brian Schenck and Kristine Hoffmeister **Members:** David Schenck, Andy Eldridge, Jon Patterson, June Layton, Veronica Seyd, Larry Huntley, , Rick Waldron, Bonnie Hoskins, Ed Staehr, Barry Schwarting, and Brad Rindfleisch.

**Members Absent:** Grover Alcock, Midge Fricano, Lon Fricano, Michael Sacco, Connie Reilley, Bill Morgan, Connie Scott, Linda Rice, and Dawn Locastro.

**Visitors:** Greg Keyser, Project Planner and Jennifer Jackson

**Secretary:** Debra Rindfleisch

Meeting was called to order by Brian Schenck at 7:00 PM in the Union Springs High School Library. We recited the pledge.

### **Business:**

- 1) Motion to accept the February 9, 2011 minutes was made by Rick Waldron and seconded by David Schenck. All were in favor.
- 2) Greg Keyser spoke about finalizing the public meeting. Seasonal residents need to be involved and we need two weeks to advertise this meeting. There was also concern as to whether the school will be available and Andy Eldridge commented that it is available on Thursday, June 16<sup>th</sup> at 7:00 p.m. The meeting will be held in the cafeteria, as this is less formal than the auditorium. Greg would like to set up his laptop ahead of time to see how it comes in. Kristine Hoffmeister asked about handouts and Greg commented the presentation will be on a PowerPoint and large copies displayed of the vision map. June Layton asked about individual copies of the map but Greg reminded us that they are draft copies. Brian Schenck commented that there should be something for written comments and a sign-in sheet. Greg Keyser said there would also be blank surveys there for people. Kristine Hoffmeister commented that committee members should have nametags. Brian Schenck asked if we should have coffee and cookies and wondered if there was money in the grant for this. Greg Keyser commented that he would give the presentation, give information, gather information and ask for some comments and questions. Greg Keyser also commented that everyone should take notes of the meeting on this night and comments should be recorded.
- 3) Greg Keyser passed out an updated version of the Vision Map. He explained that he eliminated the orange area which was agricultural residential. David Schenck commented that this isn't what the results of the survey showed. Kristine Hoffmeister stated her concern over removing the residential development along Route 326. Greg Keyser commented that residential development could occur in this area but let people decide where to build. Next change on the map that Greg made was farm locations and Rick Waldron commented that there are more farms that need to be shown. Another addition was Federal Wetlands and two historic sites: Yawger House on Route 90 and William Richards House on Cross Road.

Another addition was the property that the school owns on the north end of Route 90. This is labeled as environmental corridor/open space. David Schenck commented that this is to be used for educational purposes. Jon Patterson asked how the agricultural boundaries were determined and Greg Keyser commented that they are determined every eight years based on the farms that are registered with the state. Greg Keyser commented that he reduced the commercial area and increased rural residential. David Schenck commented that some of the town needs to be commercial. Kristine Hoffmeister asked what it would look like if we extended this area. Brad Rindfleisch commented that it would be a good idea to include properties that the Cayuga Nation owns. The point came up that these properties owned by the nation would not apply to zoning regulations. Jon Patterson stated that rural residential should be extended along Route 90 especially if water and sewer are there. Rick Waldron stated that there is a strip along Route 90 between the Rindfleisch's that doesn't have sewer. Brian Schenck stated that 27% of respondents wanted development along Route 90. Greg Keyser stated that he could extend it on the map. June Layton commented that it would be wise to put gas wells on this map. Veronica Seyd commented that some respondents on the survey wanted high speed Internet and was wondering what could be done about this.

- 4) Greg Keyser commented that the next step is to work on the Vision Statement. This is the big picture and think about where the town will be in twenty years from now. It could be a two to three paragraph statement or bullets with general points. Veronica Seyd commented that agricultural should replace natural in the second sentence in paragraph two on the rough draft of the Vision Statement. Kristine Hoffmeister commented that scenic should be added to the first sentence in paragraph two. Brian Schenck commented that the village and town work together in many areas and the words "in all areas of common interest" should be on the second bullet. Greg Keyser commented that Frontenac Park is underutilized and the town could possibly partner with the village on improving the park.
- 5) Greg Keyser commented that the next step is to work on goals, objectives, and recommendations. Ideally the draft version will be done before the first public meeting. Greg Keyser commented that our homework is to look over survey results related to the committee we were on and jot down goals under these areas.
- 6) Motion to adjourn the meeting at 8:25 p.m. All were in favor.

Next Meeting: Wednesday, April 13, at 7:00 pm in the Union Springs High School Library.

## **Springport Visioning Committee Minutes Meeting – May 11, 2011**

**Members Present: Cochair:** Kristine Hoffmeister and Brian Schenck **Members:** David Schenck, Grover Alcock, Lon Fricano, Midge Fricano, Larry Huntley, Andy Eldridge, and Barry Schwarting,

**Members Absent:** Jon Patterson, Veronica Seyd, June Layton, Rick Waldron, Bonnie Hoskins, Connie Scott, Linda Rice, Ed Staehr, Brad Rindfleisch, Michael Sacco, Connie Reilley, Bill Morgan, and Dawn Locastro.

**Visitors:** Greg Keyser, Project Planner

**Secretary:** Debra Rindfleisch

Meeting was called to order by Brian Schenck at 7:04 PM in the Union Springs High School Library. We recited the pledge.

### **Business:**

- 1) Motion to accept the April 13, 2011 minutes was made by Lon Fricano and David Schenck seconded it. All were in approval.
- 2) Greg Keyser passed out draft copies of the Town of Springport Vision Map dated May 11, 2011. Greg Keyser stated that there were a lot of questions from the public relating to commercial but we don't want to designate parcel by parcel as to what is commercial vs noncommercial. This is for the next stage in this process and should be handled by the town board or planning board. This Vision Map is for general land use. In June, the map will be enlarged and posted for the public at the public meeting. Lon Fricano stated that he saw red lines representing the highways for Routes 326 and 90 but asked where future businesses would go for future development. Greg Keyser commented that private marinas offer economic commercial development along the lake. Lon Fricano also stated that new businesses get a special use permit and he thought that the idea of the master plan was to set up comprehensive zoning. Lon Fricano mentioned that Heart and Hands Winery was not reflected on this map. David Schenck commented that the planning board would set up zoning districts and areas. Greg Keyser commented that he would extend the commercial area at the southern end of the town to Hardy Road to include the Heart and Hands Winery. Lon Fricano also commented on whether the area around Firelane 14 should cross Route 90 to include the marine and boat shop. Lon Fricano also commented that the town board wants to see more rural residential development in areas of the town that has water. Some of this area is zoned agriculture. David Schenck commented that there is a disconnect between the survey results and the town board. The town board wants residential development along the water lines and the majority from the survey results wants to keep this area as agricultural. Greg Keyser commented that this is a twenty-year vision and it will be reassessed every five years.
- 3) Midge Fricano commented on some items on the map that were typed incorrectly and Greg Keyser said he would make the changes. Midge Fricano also commented that gas wells might come up at the public meeting. David Schenck commented that there is a consortium in Pennsylvania that has a new process for

fracking. He could get this information to Greg Keyser. Greg Keyser passed out the draft copy of the Vision Statement. Page one of the Vision Statement will be present at the public meeting. Midge Fricano would like to see a header on this. Kristine Hoffmeister commented on the word control in the statement. Andy Eldridge thought this Vision Statement should go on the screen instead of being handed out.

- 4) The Public Meeting will be held on Thursday, June 16, 2011 in the Union Springs High School Cafeteria at 7:00 p.m. The committee asked Brian Schenck to check into refreshments such as bottled water and coffee. Greg Keyser will make sure that this meeting gets advertised. Greg Keyser will present the information to the public and his presentation will include what we've been doing for the past year and a half, discuss the survey and have extra copies present, discuss the Vision Map and have enlarged copies posted, Vision Statement, Master Plan, and then open the meeting for comments from the public. Greg Keyser will get a sign-in sheet and Kristine Hoffmeister will get a suggestion box and note cards
- 5) Motion to adjourn at 8:40 p.m. was made by David Schenck and seconded by Grover Alcock.

Next Meeting: Public Meeting on Thursday, June 16, at 7:00 pm in the Union Springs High School Cafeteria.

## **Springport Visioning Committee Minutes Public Meeting – June 16, 2011**

**Members Present: Cochair:** Kristine Hoffmeister and Brian Schenck **Members:** David Schenck, Grover Alcock, Lon Fricano, Midge Fricano, Larry Huntley, Bonnie Hoskins, Andy Eldridge, Ed Staehr, June Layton, Linda Rice, Rick Waldron, Jon Patterson, Michael Sacco, Connie Scott, Brad Rindfleisch, and Barry Schwarting,

**Members Absent:** Veronica Seyd, Connie Reilley, Bill Morgan, and Dawn Locastro.

**Visitors:** Greg Keyser, Project Planner and Mark Cavalcoli, Municipal Liaison Rebecca Staehr, Willard Schwarting, Emmanuel Ferrara, Johan Lehtonen (Union Springs Village Mayor), Anthony Dovi, John Wade, Diego Ruez, Karl Rindfleisch, Susan Harris, Andrew Rindfleisch, Glenn Bundy, Mr. & Mrs. David Marfall, George Fearon, Bernie Stopper, Diana Rodriguez, Amy Morehouse, Randy Morehouse, Kathy Strickland, Mark Flynn, Kim Sochan and Doug Sochan

**Secretary:** Debra Rindfleisch

Meeting started at 7:05 p.m. in the Union Springs High School Cafeteria.

### **Business:**

- 1) Brian Schenck introduced members of the committee, Greg Keyser, Project Planner and Mark Cavalcoli, Municipal Liaison from Conestoga Rovers and Associates. He welcomed visitors and reminded them to sign in, and invited them to eat and drink refreshments.
- 2) Greg Keyser gave his presentation on a slide show. He explained that the purpose of the public meeting was an informational meeting and an opportunity for the public to get involved in the process, ask questions, and share their comments and concerns. He spoke about project's background and the timeline, community survey, Vision Statement and Vision Map.
- 3) Project Details – funded through New York State to help create opportunities for waterfront revitalization that coincides with the town's goals and objectives. The Visioning Committee and their work will help lay the foundation for the Master Plan. The committee has identified general land use patterns on the Vision Map and this will help lay the foundation for the town to begin to design zoning. Greg also gave a timeline of the project. The rationale for this project is to accept new challenges such as: zoning, encourage economic development, environmental protection, growth and development along the waterfront, agricultural preservation, public water and sewer, and consider the population change in the town.
- 4) Community Survey – Greg Keyser explained that the survey was mailed to registered voters and property owners in Springport. There were hard copies in various locations and it was also advertised. A copy was also on the website, [www.springportvc.com](http://www.springportvc.com) and reminder notices were also sent out. There was a 28% response rate. He also gave specifics into more of the survey responses. Greg Keyser stated the general observations of the survey such as: protecting and preserving Cayuga Lake, natural environment, and open space as resources,

- recognize the importance of agriculture, encourage economic development with tourism and the waterfront.
- 5) Greg Keyser went over the vision statement and explained it on his slide show.
  - 6) Greg Keyser also had the Vision Map posted in several locations in the cafeteria. He explained the different areas and went into some details on these areas such as: agriculture, rural residential, waterfront, commercial, open space, and environmental corridors. He stated the map identifies features and assets in the town, defines general land use patterns with parcel boundaries for general reference. This map does not define zoning districts or specific land use. This will come in the next stage.
  - 7) Greg Keyser also explained that the committee is beginning to work on objectives and goals that will add additional supporting language to describe and support the Vision Statement and Vision Map.
  - 8) Final Thoughts – Again Greg Keyser reiterated that this meeting is an informational meeting and we want to hear your feedback. There are no final decisions being made tonight. Greg Keyser reminded the public of our monthly meetings and they are welcome to attend, invited the public to visit the website and explained the features of the site: [www.springportvc.com](http://www.springportvc.com), mentioned the suggestion box with index cards on the back table, and additional copies of surveys also, then asked for comments and questions from the public.
  - 9) Public Comments – **1)** George Fearon explained that the village has their own zoning. When referring to the town it should be specified as the, “town outside the village”. **2)** George Fearon also commented on the amount of money that was borrowed to develop waterlines in the agricultural district, which was approximately ten million dollars. The town board is committed to ensuring little development in this area or possible loss of funds. There are also small lines in the agricultural district and it relies on lateral lines. There is a lateral restriction policy that the town is committed to. **3)** Bernie Stopper commented on the Indian Land Claim and asked if this land was subject to regulations or the nation. Greg Keyser commented that as of today it is subject to regulation but if they are successful with their claim then land won’t be subject to regulations. He also asked how much land the nation owns and George Fearon commented, they own one hundred twenty-eight acres in this town. **4)** Susan Harris is a property owner on Route 90, which is a scenic byway and is concerned about commercial development along the highway and her taxes rising and her property value decreasing. Susan Harris also asked if there would be area guidelines for development so we don’t get bad development or development in inappropriate places. She was also concerned about historic preservation. Kim and Doug Sochan expressed concern over development north of Route 90. Mark Cavalcoli reminded us that this is the town’s plan and the village already has their master plan. The ideas being expressed will be passed on to the town board and planning board. Lon Fricano stated that the Fingerlakes is the best kept secret and we need to be concerned over what will happen in the next twenty years and set up controls. Doug Sochan expressed concern as to whether the committee has looked at other towns or studies especially with waterfronts and what the results were especially in regards to property values. He also stated that it would be helpful to hear from other towns and invite them to the meetings. **5)** Toni Dovi wondered if there were any outside controlling influences that will affect development in our area or was it local Toni Dovi commented that redevelopment structures are

- redefining other parts of the region. Mark Cavalcoli commented that it was a grant for waterfront revitalization and it is local interest. **6)** George Fearon commented that Ledyard has ties with agriculture and they have some development such as a winery, orchard, and restaurant. It doesn't negatively impact this area. **7)** Emmanuel Ferrara owns an antique store in the village and he wonders how to increase tourism in our area. Mark Cavalcoli suggested using marketing tools and promoting what the area has to offer. **8)** Johan Lehtonen, Mayor of Union Springs, commented that tourism is a competitive business and to attract tourists you need something different. Lon Fricano mentioned that we need to be creative and mentioned that Skaneateles has the Dicken's Christmas and also mentioned our Route 90 garage sales. Johan Lehtonen also commented that zones could overlap with the village. Brian Schenck commented that the Visioning Project would work in conjunction with the village and share resources. **9)** Diana Rodriguez owns property on the waterfront and commented that businesses are near her home. She is concerned over the red line radius for commercial. She is concerned over commercial business and doesn't want her property considered commercial. She wondered why businesses couldn't be marked with just red dots and not a red line radius. Bernie Stopper commented that the commercial area is confusing. Doug Sochan was concerned that if his home was to be put in a commercial zone if he would still pay residential taxes. Mark Cavalcoli commented that your home is grandfathered in and these ideas will be put before the town board and the public.
- 10) Closing - Brian Schenck thanked everyone for coming, invited them to visit the website and list their blogs, and invited them to the meetings.

Next Meeting: Wednesday, July 13, at 7:00 pm in the Union Springs High School Library.

## Springport Visioning Committee Minutes

July 13, 2011

**Members Present: Cochair:** Brian Schenck **Members:** Andy Eldridge, Grover Alcock, June Layton, Veronica Seyd, Brad Rindfleisch, Larry Huntley, Jon Patterson, Bonnie Hoskins, Connie Scott, Barry Schwarting, and Lon Fricano.

**Members Absent: Cochair:** Kristine Hoffmeister **Members:** David Schenck, Midge Fricano, Ed Staehr, Linda Rice, Rick Waldron, Michael Sacco, Connie Reilley, Bill Morgan, and Dawn Locastro.

**Visitors:** Greg Keyser, Andrew Rindfleisch, and Susan Harris

**Secretary:** Debra Rindfleisch

Meeting was called to order by Brian Schenck at 7:00 p.m. in the Union Springs High School Library.

### Business:

- 1) Recited the pledge, minutes for the May 11, 2011 meeting and minutes for the public meeting June 13, 2011 were approved. David Schenck and Kristine Hoffmeister also took additional notes for the public meeting minutes. All were in favor.
- 2) Greg Keyser passed out copies of his presentation from the public meeting, draft copies of LWRP Boundary Maps - 6/30/11, draft copies of the Town of Springport Vision Map - 7/13/11, and the Town of Springport Visioning Project Community Outreach Process and Public Participation Plan with scheduled task activities, tasks completed, and anticipated task activities.
- 3) Greg Keyser recapped the public meeting and thought there was good feedback and it went well. He commented that there was some concern with the commercial area. Andrew Rindfleisch commented that some residents want specific property lines on the map especially in the commercial area. They were concerned about their homes being in a commercial zone and how this will impact them. Diana Rodriguez was one of the residents who had a concern about her residence. Both Andrew Rindfleisch and Larry Huntley agreed with their concerns. Brian Schenck mentioned that the commercial area doesn't have to be a Grant Avenue. Grover Alcock mentioned that there will be rules behind the commercial area. Greg Keyser commented that we need more discussion on economic development and the commercial area. Presently, we are looking at general land use patterns. Greg Keyser commented that he looked at other villages site plans. Some villages have specific areas for commercial development such as Aurelius and Fleming. Ledyard didn't have specific areas but specified what types of businesses. Greg Keyser commented that he will speak with the Union Springs Mayor, Johan Lehtonen about their commercial area. Andrew Rindfleisch commented that the term commercial should be changed to possibly "mixed development". Greg Keyser will work on the definitions and terminology. Brad Rindfleisch expressed concern about protecting the "Open Space Area" and said this wasn't brought up much at the public meeting.
- 4) Susan Harris expressed concern over protecting the scenic byway and commercial development along this. She brought the comprehensive plan for the Village of Union Springs with her and spoke about the process and planning that went into becoming a scenic byway. Susan Harris also spoke about preserving the assets along this byway and preserving the historic sites as well. She commented that we need to consider guidelines when looking at development along this scenic byway. Susan Harris thought that the logical places for commercial development should coincide with the village and another logical spot was the junction of Route 90 and Route 326. Lon Fricano commented that we need to be realistic and encourage appropriate economic development and that not all development along this byway is considered inappropriate. Grover Alcock commented that the byway is scenic but we also want people to stop and spend their money. Larry Huntley also wondered how the byway would help us with taxes and the cost of infrastructure.

5) Future meeting - Susan Harris is going to try and arrange for the secretary of the Scenic Byway Commission to talk to us at the August meeting. Brian Schenck will speak to a representative from the Village of Union Springs about speaking to us.

6) Visioning Project Plan - Greg Keyser commented that we might need to request an extension. He will try to complete the draft plan for the September meeting so it can go to the Town Board. This plan will help develop the Master Plan for the town. Lon Fricano agreed that we need to have another public meeting for the public to give their input. Connie Scott asked what other information would go with the report. Susan Harris asked if historical properties would be included and Greg Keyser commented that he did look at those properties listed with the state registry. Susan Harris commented that there are many more that could be possible historical properties. Jon Patterson is going to ask Bill Hecht to look into possible sites that could be considered historical properties. Greg Keyser commented that we will continue to work on the Vision Statement and finalizing the map. Kristine Hoffmeister will update the website.

7) Jon Patterson made a motion to adjourn at 8:20 p.m. and Lon Fricano seconded it. All members were in agreement.

Next meeting will be held on Wednesday, August 10th at 7:00 p.m. in the Union Springs High School Library.

## **Springport Visioning Committee Minutes Public Meeting – August 10, 2011**

**Members Present: Cochair:** Kristine Hoffmeister and Brian Schenck **Members:** David Schenck, Grover Alcock, Andy Eldridge, June Layton, Rick Waldron, Jon Patterson, and Connie Scott.

**Members Absent:** Lon Fricano, Midge Fricano, Larry Huntley, Ed Staehr, Linda Rice, Michael Sacco, Brad Rindfleisch, Barry Schwarting, Bonnie Hoskins, Veronica Seyd, Connie Reilley, Bill Morgan, and Dawn Locastro.

**Visitors:** Greg Keyser, Project Planner and Sue Poolverde, New York State Parks Offices

**Secretary:** Debra Rindfleisch

Meeting started at 7:00 p.m. in the Union Springs High School Library.

### **Business:**

- 1) Grover Alcock made a motion to accept the July 13, 2011 minutes, Connie Scott seconded it and all were in favor.
- 2) Sue Poolverde handed out Cayuga Lake Scenic Byway Nomination Final Report July 2001, Cayuga Lake Scenic Byway Enjoy the Ride Brochure, and a presentation packet, "Cayuga Lake Scenic Byway Enjoy the Ride. Her presentation included: what it is and the areas it encompasses, background information on the byway, the Corridor Management Plan and the goals to increase tourism, economic development, protect and enhance resources, and help maintain the quality of life, explained the role of the board of directors as an all-volunteer board who work to help implement the Corridor Management Plan and helped to develop marketing for the Byway, a logo, a brochure, installation of signs and suggestions for signage, help with potential grants, and interest in developing a program for geo-caching trade. Sue Poolverde encouraged the members of the Springport Visioning Committee to travel the route and write down the things that we appreciated about it. She also encouraged us to think about ways to protect and enhance the Cayuga Lake Byway when we are developing our Comprehensive Plan, zoning, and sign ordinance. She also encouraged us to participate and share information with the Cayuga Lake Scenic Byway such as community events. Kristine Hoffmeister asked whether the Cayuga Lake Scenic Byway partners with the Watershed development. Brian Schenck asked about economic development along the Byway and also protecting the rural setting of the Byway. Sue Poolverde reminded us of the importance of protecting the vistas of the lake and historic sites as well. She also noticed many bikes along the route as well and for us to consider this. David Schenck commented that sharing this information would be helpful to the various boards in Springport and Union Springs. The members thanked Sue Poolverde for coming and giving them information on the Byway.
- 3) Greg Keyser passed out the draft copy of the Town of Springport Vision Map, August 10, 2011. Greg Keyser commented that the feedback was helpful at the public meeting. He changed the name of the commercial area along Route 90.

He labeled it as highway commercial. Greg Keyser commented that what will be permitted in this area will come in the next process. Greg Keyser also commented that he will put a heavy blue line on the map for the Cayuga Lake Scenic Byway and we will develop goals and objectives so they will consider this when developing future zoning. David Schenck said this would be helpful when applying for grant money. June Layton was concerned about sprawl. Grover Alcock commented that there would be guidelines/rules for the northern end and the southern end of the town. Brian Schenck mentioned that he spoke with Dean Tanner about their commercial area in the village. Kristine Hoffmeister commented that she liked, Scenic Byway Commercial instead of Highway Commercial. Greg Keyser commented that Ledyard has two zones: lakefront and agriculture. David Schenck commented that we couldn't omit commercial. Greg Keyser also said he omitted the big circles around commercial. Greg Keyser commented that the state would look to see how we define waterfront revitalization.

- 4) Greg Keyser passed out the draft copy of the Vision Statement, August 10, 2011. Greg Keyser commented, the transportation component needs to be added. Connie Scott commented that to encourage denser residential development along the waterfront statement under the objective section for waterfront revitalization has a negative connotation. Kristine Hoffmeister commented that she would like to see more in the economic development section such as the types of businesses that are to be encouraged. Grover Alcock thought the economic development section was confusing. Connie Scott stated that making the Town a Right to Farm Community was taken out. David Schenck commented that municipalities adopted this but this town hasn't yet but agriculture would favor this. Homework Assignment is to look at the goals and objectives section.
- 5) A motion to adjourn at 8:35 p.m was made by David Schenck and seconded by Jon Patterson.

Next Meeting: Tuesday, September 13, at 7:00 pm in the Union Springs High School Library.

## **Springport Visioning Committee Minutes Meeting – September 13, 2011**

**Members Present: Cochair:** Kristine Hoffmeister and Brian Schenck **Members:** Grover Alcock, June Layton, Veronica Seyd, Lon Fricano, Midge Fricano, Bonnie Hoskins, Rick Waldron, Jon Patterson, Brad Rindfleisch, Barry Schwarting, Linda Rice, and Connie Scott.

**Members Absent:** David Schenck, Andy Eldridge, Larry Huntley, Ed Staehr, Michael Sacco, Connie Reilley, Bill Morgan, and Dawn Locastro.

**Visitors:** Greg Keyser, Project Planner

**Secretary:** Debra Rindfleisch

Meeting started at 7:00 p.m. in the Union Springs High School Library. The pledge was recited.

### **Business:**

- 1) June Layton commented that the heading for the August meeting should not read, “public meeting” just “meeting”. Grover Alcock made a motion to accept the August 10, 2011 minutes and Rick Waldron seconded it.
- 2) Greg Keyser commented that our goal is to develop the framework to pass on to the next board to develop a master plan. The grant runs out in December 2011 and we hope to develop a final report by the December meeting for the Town Board. Greg passed out the first draft report with the table of contents page and the status of each section, list of maps page, and a list of figures page. He also passed out a packet with the Town of Springport Vision Map 12 and the goals and visioning for the Town of Springport.
- 3) The committee also spoke about the development of an agricultural advisory committee with stakeholders who would advise and assist other boards in matters related to agriculture. This advisory committee would not be a regulatory committee though.
- 4) On the August 10, 2011 Draft Vision Plan under section D that was Agriculture Development and Farmland Protection, Jon Patterson commented that on the second bullet the word, “by” should be changed to the word “to”. Kristine Hoffmeister mentioned that the purpose of the agricultural advisory committee should be included. Jon Patterson also asked about bullet number five and the wording, “wooded areas” and wondered if these were wetlands. June Layton commented that on bullet number four, residents should be added and not just animals. Jon Patterson felt that PDR, “purchase to development rights” should be added as a separate bullet. Lon Fricano mentioned that we also need residential development to offset the cost of water and sewer. Lon wondered if a farm was in the federal program could they sell off the land for the development of homes. Greg Keyser commented that he put the words, “transferring rights” into this section. Greg Keyser also commented that he changed the wording from “highway commercial corridor” to “scenic byway commercial corridor”. Jon Patterson commented to add, “preserve scenic views” in waterfront residential section. Brian Schenck reminded the board that we don’t want to restrict

waterfront revitalization. Grover Alcock commented that the word “compact” in the waterfront revitalization was confusing. Jon Patterson commented that a lot of land that is currently farmed looks vacant on map four. Greg Keyser commented that he got the information from the assessor. Greg Keyser commented that he would look into this and possibly take map four out of the packet or substitute it.

- 5) Public meeting is Thursday, October 20<sup>th</sup> in the Union Springs High School cafeteria at 7:30 p.m. Greg Keyser commented that he would get this information to the Springport Town Board before the public meeting.
- 6) A motion to adjourn at 8:20 p.m was made by Lon Fricano and seconded by Connie Patterson.

Next Meeting: Public meeting, Thursday, October 20, at 7:30 pm in the Union Springs High School Cafeteria.

## **Springport Visioning Committee Minutes Public Meeting – October 20, 2011**

**Members Present: Cochair:** Kristine Hoffmeister and Brian Schenck **Members:** Grover Alcock, Bonnie Hoskins, Andy Eldridge, Ed Staehr, June Layton, Veronica Seyd, Connie Scott, Brad Rindfleisch, and Barry Schwarting,

**Members Absent:** David Schenck, Michael Sacco, Linda Rice, Rick Waldron, Jon Patterson, Lon Fricano, Midge Fricano, Larry Huntley, Connie Reilley, Bill Morgan, and Dawn Locastro.

**Visitors:** Greg Keyser, Project Planner and Mark Cavalcoli, Municipal Liaison Rebecca Schuelke Staehr, Jennifer Schenck, Diane Schenck, Diego Ruiz, and Kari Ganoung Ruiz.

**Secretary:** Debra Rindfleisch

Meeting started at 7:30 p.m. in the Union Springs High School Cafeteria.

### **Business:**

- 1) Greg Keyser commented that our goal is to present our vision to the public and let them make comments and ask questions.
- 2) Greg Keyser discussed some changes that occurred since the last meeting such as definitions and terms. One change was changing the term “higher density” to “compact” under the rural character preservation. Another change was changing the term “denser residential” to compact under the waterfront revitalization. Another change was changing the term “Highway Commercial Corridor” to the “Scenic Byway Commercial Corridor”. Greg Keyser commented that we want the waterfront commercial node to coincide and be compatible with lakefront residential.
- 3) Greg Keyser commented that the committee’s final meeting would be on November 9<sup>th</sup>. He will have a final draft, which will include: maps, vision language, existing statistics, an introduction, community survey results, methodology section, and more. Greg will give this to the Springport Town Board. Kristine Hoffmeister asked if we could have this information before the November 9<sup>th</sup> meeting. Bonnie Hoskins asked if Greg would be at the Town Board meeting to answer questions. Connie Scott asked what happens after the plan is presented to the town board. Greg Keyser commented that the Springport Town Board will form a comprehensive planning committee which he will recommend be compiled of town board members, zoning board members, planning board members, and zoning board members. The committee will be small and have eleven members. This committee will review the vision plan and consider what other data and information is needed. This committee will hold more public meetings and start to implement new regulations for: zoning, land use regulation, environmental protection, and more. Mark Cavalcoli commented that often subgroups will help such as: Universities and County Planning Boards as well. Greg Keyser commented that the formal adoption would probably be two to three years from now. Kristine Hoffmeister commented that she hated to see two to three years go by before anything was acted upon. Mark Cavalcoli commented

- that we could urge our Town Board that it is important to keep working on this plan so that when the money does arrive progress has been made.
- 4) Greg Keyser commented that on October 31<sup>st</sup> the application for the grant will be submitted. There is usually a twelve to eighteen month waiting period. The Town Board authorized us to start the grant process. The amount of the grant is usually \$75,000 to \$100, 000 from the state. The grant usually covers 50% of the cost and the town usually will cover the other 50% of the cost. Some of the expenses are technical expenses, advertising, volunteer time, etc. The state wants to know all of this information and many people from the state will look at all of the information. Kristine Hoffmeister asked what happens if the money isn't there from the state in a year from. Mark Cavalcoli commented that the Town can then decide to make modifications if needed or look at other options. Brian Schenck asked about the 50% that the Town contributes and Greg Keyser stated that this amount is offset and reduced due to the amount of volunteer time that the members put in. Ed Staehr asked if we could see what the Economic Development Council from the state wants. Greg Keyser commented that he has this information and can forward it.
  - 5) Ed Staehr made a motion to adjourn at 8:00 p.m. and all were in favor.

Next Meeting: Wednesday, November 9th, at 7:00 pm in the Union Springs High School Cafeteria. Members are encouraged to bring desserts.

## **Springport Visioning Committee Minutes Meeting – November 9, 2011**

**Members Present: Cochair:** Kristine Hoffmeister and Brian Schenck **Members:** Grover Alcock, June Layton, Veronica Seyd, Andy Eldridge, Ed Staehr, David Schenck, Larry Huntley, Lon Fricano, Midge Fricano, Jon Patterson, Brad Rindfleisch, Barry Schwarting, Linda Rice, and Connie Scott.

**Members Absent:** Michael Sacco, Connie Reilley, Bill Morgan, Bonnie Hoskins, Rick Waldron, and Dawn Locastro.

**Visitors:** Greg Keyser, Project Planner and Mark Cavalcoli, Municipal Liaison

**Secretary:** Debra Rindfleisch

Meeting started at 7:15 p.m. in the Union Springs High School Library. The pledge was recited.

### **Business:**

- 1) Ed Staehr made a motion to accept the minutes from the October 20, 2011 meeting. Veronica Seyd seconded the motion and all were in favor.
- 2) Greg Keyser commented on the great job and hard work that the Springport Visioning Committee members have done. He passed out a complimentary pen and mug from Conestoga-Rovers and Associates to all members. Greg Keyser also thanked Veronica Seyd and June Layton for reviewing the plan in detail and adding to the quality of it.
- 3) Greg Keyser commented on the Town of Springport Vision Plan and reviewed changes made to the Preliminary Draft dated November 7, 2011. Greg Keyser commented that there is now an Environmental Resources Map. The three appendices are not included with this report but will be included in the final report. Appendix A – project documentation, Appendix B – Community Planning Survey Results and Appendix C – Town of Springport Zoning Law. Greg Keyser commented that he would have two final copies of everything including minutes, handouts, and presentations. One copy will be presented to the Town Board in a binder and the other copy will go to the state.
- 4) Greg Keyser asked committee members if they had any more thoughts or concerns about the plan. Grover Alcock commented that he thought the sewer map was inaccurate. Veronica Seyd commented that we have twenty-two members and not twenty-one. Ed Staehr commented that his name was misspelled. Ed Staehr commented that it would be helpful to have locations of high speed Internet in the town noted. Lon Fricano wondered if there was any mention of light pollution in the plan. Connie Scott brought up the agricultural advisory committee. Brian Schenck commented that he spoke with a member from Brutus and their town board chose members for the agricultural advisory committee. The committee is composed of farmers and agricultural landowners who advise the town board but are not a regulatory committee. David Schenck commented that they are informed and understand agricultural issues. Jon Patterson had a question in relation to working farms and farm structures. Grover Alcock commented that on map 3 there are businesses in existence but these areas

- appear vacant on the map. Kristine Hoffmeister commented that a final copy of this plan should be posted on the Visioning Committee's web page and wondered how long it would still be active. Jon Patterson wondered if all of the information from the Visioning Committee's web page could be moved to the Town's web page. Greg Keyser commented that the state was impressed with the Visioning Committee's site.
- 5) Greg Keyser commented that he received an e-mail from Andrew Rindfleisch, a Springport Town Board Member with some comments and questions about this plan. Some of Andrew's concerns were with the zoning, commercial areas, and goals for the Lakefront Waterfront Revitalization Project. David Schenck asked what type of activities the state is looking for in regards to waterfront revitalization. Greg Keyser commented that the state wants to see more access to the waterfront for use of the public. Mark Cavalcoli commented that the community could decide what their waterfront revitalization will look like. Ed Staehr asked if this meant that marinas should be more involved. Mark Cavalcoli reminded the committee that there is grant money available for waterfront revitalization but first a master plan is needed. David Schenck stressed the importance of how the grant is written especially with the public and private sectors. Lon Fricano asked if a grant could be used to acquire land. Greg reminded the committee that this was the first stage in the process and this plan would go before the next committee.
  - 6) Greg Keyser commented that once the Town Boards approves the changes that he is presenting in December he will make the members of the Visioning Committee a copy. Lon Fricano made a motion to submit changes in the plan and submit them to the town board. Jon Patterson seconded the motion and all were in favor.
  - 7) A motion to adjourn the final meeting for the Visioning Committee was made at 8:10 p.m by Lon Fricano and seconded by Grover Alcock.

