

Town of Waterloo Comprehensive Plan
Steering Committee Meeting 7
February 3, 2015

1. All Committee members were present with the exception of Linda Hannan, Joanna Bruch and Dan Skinner.
2. A motion was made by Mike Smith, seconded by Carl Altimari to approve the minutes of the October 21st meeting. Passed unanimously.
3. The purpose of this meeting was to review the questions for the survey that is going out; these were finally sent back by the Village of Waterloo. The meeting was turned over to Diana Smith and Connie Sowards who proceeded go over all the points in the survey and the changes that were made to the Plan by the Village.
 - . #1b and 1c were added – do you own or rent and the number of people in household
 - . #2 the whole question was added
 - . #3 – added some choices relative more specific to the Village (History, Waterfront Canal, Downtown and Recreation Opportunities)
 - . #4 – added Ambulance Protection to the choices for services provided by local government – a discussion followed. It was decided to put “currently provided privately” in parenthesis after Ambulance Protection
 - . #6 - The Village believed that 10 choices were too high a number – after discussion a compromise of 8 choices was decided upon – also added were Waterfront, Downtown Redevelopment and Home Business
 - . #8- Added under “Economic development” two new choices – Downtown Revitalization and Historic Preservation Standards
 - . #10 – Moved Promoting tourism to top of the list and added Downtown Revitalization and Waterfront Development
 - . #11 – Social Media was added – The Village asked why not the Town Website. A discussion followed Diana Smith explained that the Town Website was not added because it does not generally promote information about what’s going on.

. #13 –Take out the notice that says “skip this page if you are a Town Resident”; “Village Residents Only” omit “only”. Header on page 6 - omit “only” – should read For Village of Waterloo Residents – omit entire next line (If not a Village.....) and lastly, add to the header, Questions Pertaining to the Village

4 Diana Smith stated that, with the approval of the Committee, a target date of the end of next week to have the surveys printed and delivered to the post office will be set. The Post Office can take a few days to get them out when it is bulk mail. Diana Smith also commented on the administration of the actual process; i.e. What dates should be targeted for a deadline for a return. After that, they will be asking the Supervisor and the Mayor to allow them to put in a letter that explains the importance of the survey and invites everyone to support the Community by filling it out. There will be a return postage-paid envelope included. Target dates are February 17th to be mailed and return date to the MRB Group will be March 13th. At that point, the MRB Group will tabulate them and have them ready by April 10th.

6. A discussion followed as to the date of the meeting to review the survey. It was decided to have it on Thursday, April 16th at 6PM in the Town Hall.

7. Diana Smith stated that they should be considering a date for the workshop because they would like to start promoting information on the website as well as letting people know that after the surveys have been compiled, the next step is going to be a community workshop. Having a date picked out for that would be ideal. At that workshop, they would be talking about the demographics, potentially some of the results of the survey, etc.

8. A discussion followed regarding the date and location of the public workshop. A further discussion followed as to the involvement of the Village in the workshop. It was decided that the public workshop will be on Tuesday, May 12th at 7PM with a meeting of the Committee at 6PM. Jim Cleere will try to get the Fire Hall for the workshop. Diana Smith explained the set-up of the workshop; showing storyboards and photographs, conversation maps, stations with pictures.

9. Further discussion ensued regarding the distribution of the survey. The plan was to send one to every household and to use the tax rolls, identify parcels and then discount vacant parcels and agriculture uses and then send to

residential and commercial; the multi-residential units try to send one to every unit. The press release that is going out will cover the multi-ways that people can submit the survey.

10. On a motion made by Bob Rodger and seconded by Colby O'Brien, the meeting was adjourned.