The **Master Plan Committee** Meeting of the Town of Cortlandt was conducted on **April 8, 2015** in the Vincent F. Nyberg Meeting Room of the Cortlandt Town Hall located at 1 Heady Street, Cortlandt Manor, NY 10567 with the following committee members and appointed staff in attendance:

Master Plan Committee:
James Creighton
Seth Freach, Town Councilman
Dani Glaser
Barbara Halecki
Adrian C. Hunte
David Douglas
Michael Fleming
Michael Huvane
Theresa Knickerbocker

Absent:
Maria Slippen

Staff Advisors:
Edward Vergano, P.E., DOTS Director
Chris Kehoe, AICP, Deputy Director of Planning
Rosemary Boyle-Lasher, Assistant to Director of DOTS

AKRF Consultants:
Anthony Russo
Michelle Robbins
Flaam Hardy

Invited Guest:
Matt Logerfo, Town of Cortlandt

Anthony Russo opened the meeting and introduced Matt Logerfo, the town's technical support specialist to the Committee.

The agenda was reviewed:

New Business:

Michelle Robbins handed out a packet of information, including the Cortlandt Master Plan Survey results, which showed the questions, percentages and answers of 725 responses that were received. The survey will be discussed further at the next meeting to give the committee time to review the results. This document will be a part of the Master Plan. Not all the questions will be in the document itself because there are too many. The important ones, which support some of

the policies, will be referenced.   The entire survey will be included at the end of the Master Plan in the Appendices.

David Douglas asked if any of the responses stood out. Michelle noted that the responders indicated they want more of a downtown area, better shopping, more restaurants, and specialty grocery stores; in addition, there were concerns about the appearance of the town and some maintenance concerns. In general the survey results were very positive. People were excited about the whole process of what this committee was trying to do. They understood where we were going with the survey.

Anthony asked what the responders considered to be the town center. Michelle answered it was Cortlandt Boulevard, by a large margin (over 60%). Chris Kehoe noted there are a lot of comments behind these answers.

Anthony added that regarding Open Space, many of the responders believe it is sufficient. (almost 55%).

Rosemary thanked the Supervisor's office for entering the e-mail addresses, collected from the survey, onto the town's system, which will help broadcast the May 19th Public Outreach meeting. She thanked the committee for helping to spread the word about the survey and noted how pleased they were with the number of people that responded.

Some members of the MPC asked that the Town work to improve the way we keep/share/use Email blasts. (More about this later).

Review of Policies:

The Draft Infrastructure Policies:
There are new policies (noted on the handout) which are categorized by Sewer, Water, Stormwater/Drainage and Gas/Electric.
Ed Vergano highlighted the policies that he had changed from the previous meeting.
- *Ensure continued, reliable function of existing infrastructure through proper maintenance and planned end of life replacement.* Ed stated that this is a very generic policy that is repeated in some form in the subsections.
- *Continue to seek funding from grants and developers to offset the cost of expansions and improvements to infrastructure.*
- *Update mitigation projects as needed in the Westchester county Hazard Mitigation Plan (Cortlandt is a member community).* Ed explained in order to be a part of FEMA funding we have to be a part of this County effort, both pre and post disaster.

Sewer updates:
- *Where small privately owned sewer treatment plants are located, identify future areas*

that can be served by each Sewage Treatment Plant. A list of the STP was included.
- *Proposed STP's should be able to service, as much as practicable, adjacent existing and future developments.* Ed explained that the package plants are being discouraged by the County, if there is anyway to connect to an existing plant, they would prefer that. Chris added this is a big shift from the last Master Plan, where the policy was to discourage package plants because it was determined that they do serve a role.

Michael Huvane asked about the wording *should be able to service* because as a resident of Diamond Avenue, when Cortlandt Estates was built, it had the capacity but it was never offered. So to be able to *service and offer to existing* residents would be a more progressive statement if the existing folks want to tap into it. Ed agreed to make that change.

Ed explained that the costs of infrastructure are very expensive and the costs of sewers could be between $1,500 and $2,500 dollars per year for each household. This is why we seek grants. Dani Glaser asked what types of grants these were. Ed stated they were New York State grants or developer contributions.

Water updates:
- *Evaluate storage capacity requirements in the existing water system in accordance with the latest applicable standards.*

Ed explained that the State and the DEP can set the standards.
Seth asked why we would evaluate our capacity if we know that we are going to find ourselves well below the DEP's recommendations. Ed stated that the DEP's criteria changes. If we needed we could connect with Yorktown because they have plenty of capacity. Municipalities by the exact letter of the law should be independent of other sources but there is some latitude with that. Capacity requirements are there. Seth does not see this as a lofty goal. Ed agreed that it should be taken out. It is just a requirement of normal business. Anthony agreed. Adrian stated that to evaluate the storage capacity may be a requirement but we have to remember who our audience is and who is reading this. It may not necessarily be someone who is familiar with what needs to be done. It might not be something that should be taken out. It is giving notice to those who are coming after us that we have requirements and this is one that is included. It maybe something that we have to do but we can't be sure we are in compliance with our applicable standards. Chris suggested it say- continue to evaluate- to show that we already do it. Michelle will work on this. Seth agreed to have Michelle review.

- *Identify areas where old water lines exist or are missing (e.g. inadequate fire service) and create a replacement plan.*

Rosemary added that the town has started to remove some transite pipe in different sections of town but there is not a current town-wide plan. The policy is trying to identify, town-wide, where it is needed and try to fund the replacement.
Michael Fleming asked if this topic should be turned into two goals. Ed clarified that we know where 90% of the pipe is located.

Gas/Electric
- *Lobby utility companies to relocate above-ground utility lines underground in*

commercial centers and other appropriate areas.

Community Services Policies:

Goal: *Improve services for the public by assisting local fire, police, paramedics, ambulances, health care, homeland security and postal services.*

Policy 1. As part of a development review process, applicant should be required to solicit input to emergency services providers to ascertain the service and equipment needs - Michelle noted this happens in general for all development review processes and definitely as part of the SEQRA process. Chris said they are reviewed by the fire department and the bigger projects also get referred to the police department.

Rosemary explained that in this chapter you will see the use of the word "continue" because these policies tend to be ongoing in Master Plans. These can be tweaked, if necessary. For example, because there may not be an awareness of how libraries are funded and that a local government does fund a large chunk of them. Besides the Croton and Hendrick Hudson Free Library, the Field Library and Putnam Library are also funded because our residents use those libraries. Michael Huvane said it is good to show that the town supports these policies and wants them to continue.

Adrian asked if the word *"improve"* (as used in the goal) implies that we don't think the services are up to speed. Seth suggested it be changed to *improve or maintained.* All agreed.

Policy 3: *Encourage the establishment of a new post office facility for Cortlandt Manor, NY 10567* - Rosemary noted that this was also in our past two Master Plans. Michelle added that it helps to create a sense of identity for the town. It was noted that it seems the Post office is more in the business lately of closing Post offices than opening them. But we should keep the policy.

Policy 5: *continue to improve the Town's web site, online services and cable TV coverage.* Rosemary explained that as it relates to the survey, one of the things that we found interesting was the question - how you as a resident of Cortlandt get your information about the town. Channel 78 was only used rarely. The website and the recreation brochure were used most often.

Seth would support making the website a stand only policy and use stronger language. Michelle stated that this will be re-visited.

Jim Creighton spoke that we state cable TV and some people don't use cable anymore. It should be noted as just TV coverage. (Channel 78 is also Channel 35 on Fios). Rosemary noted in the survey we did refer to both Channel 78 (Cable) and Channel 35 (Verizon).

GOAL: Continue to provide programs and support that benefit senior citizens, veterans,

teens and individuals with disabilities.

Policy 7: *continue to provide specialized services for our senior citizens such as shopping vans, nutrition programs, support of senior citizen clubs, support of the Operation Snowflake program and pharmacy pick-up programs.*

Seth noted that the goal lists more demographics than the policies. Should we make a policy for each group listed? The Committee agreed we should expand polices under this heading. Staff will work with John Palmiotto (Recreation supervisor) to add more policies in here.

Michelle asked if there was anything that needed to be focused on with the teens.
Chris stated that the teens are a group that we want to focus on (i.e. Youth Center, drug education, C.U.E., Cortlandt Coalition)

Jim Creighton suggested pushing coordination with the School Districts. Michael H. asked if we should require the coordination with the school districts, or at least use a stronger word than coordinate.

Rosemary stated that Jim was referring to the drug education topic. The town has held several coordinated forums with the school districts and the Cortlandt Coalition and others. Heroin addiction has become a significant issue in our Town which certainly has brought the Town and schools together.

Michael Huvane noted that his pet peeve is with the C.U.E. which is a great center that he believes is totally underutilized. The schools do nothing to encourage the teens to go there and hangout. The town has really gone out of there way to try to provide great programs and the school districts do not do anything to help populate. Seth explained that there is nothing we can do to or language that we can formulate that forces them to.

Michelle asked if there were any other issues that should be noted: accessibility issues, handicapped parking (a TSAC issue), building access, sidewalks. It was felt that the TSAC issues will be addressed in the Traffic section.

Michael Fleming spoke about autism, which is a youth issue that seems to be increasing in scope. Is this a group of people that we also might want to be helping? Can we frame this into the disability policy because it is a group that is not looked at often enough? Michael Huvane thought that listing each disability might get a bit tricky and we should refrain from that. Other MPC members agreed.

Seth suggested there can be a clause to create specialized programs for those with disabilities. Rosemary stated that the town continually works with Nor-West, as one aspect, which we can write a policy about. Michael Huvane asked if the Master Plan should have a policy about encouraging community group homes. Chris and Rosemary answered that we have many group homes in our town. We do not discourage them from the town. Other members of the MPC felt

it was not necessary to have a policy about this.

GOAL: Maintain the planning and development process at its highest efficiency and effectiveness.

Policy 9: *Strengthen enforcement of building and zoning codes, environmental and other regulatory compliance. Make the development process more efficient, informative and fair to the Town, the applicant and the general public.* It was suggested to remove the word *fair*.

Policy 10: *Evaluate methods to expedite approval processes for all applications, especially in the proposed TOD, MOD and WSD districts.*

Chris noted that concepts like this exist in a lot of Master Plans - the word expedite was added to try and make the TOD, MOD's, etc. actually happen. Ed mentioned that there is wording currently in the Code for RUSP that we talk about expediting the process. At the Pond View site, this was used and it went much faster than developing vacant land. Chris added that we may not want to expedite approval on all applications we have and Ed agreed.
The word *"all"* and *"especially"* will be removed.
Jim added that if you can take some of the excessive costs out of the system you will find more investment.
Michelle added that the town could use it if they wanted to justify doing a generic environmental impact statement for the TOD which then would allow a developer to come right in as long as they were in the envelop of what was analyzed. That would potentially give the Town Board the ability to say the public agrees with and we can spend the money on a town EIS.
Rosemary noted that this could be a separate policy (possibly under commercial).
Rosemary thought it was an important component to make TOD, MOD and WSD happen.

GOAL: Ensure the availability of community facilities and services to meet the needs of all the public.

Policy 11: *Continue to provide safe, adaptable, and well maintained Town facilities while also extending their useful life through repairs and renovations, including appropriate upgrades.*

Policy 12: *Develop a long term strategy for centralizing Operations & Maintenance of the Department of Environmental Services at the former Con Ed property in Verplanck. Currently there are several locations (**some directly impacting residents**) for our various DES facilities.*

Michael Huvane asked to remove *"some directly impacting residents"* because everything we do impacts residents no matter where it is. It was agreed to take it out.

GOAL: Ensure the availability of community facilities and services to meet the needs of the all of the public.

Emergency Services

Policy 13: *Continue to increase the use of joint or shared programs & facilities between police, fire, EMS, Paramedics, when possible to provide residents with efficient services, reduced costs, and shared maintenance of public safety infrastructure.*

Ed explained that we do have an emergency response plan that details who is responsible for what. Jeff Coleman will attend the May meeting to discuss.

Policy 14: *Continue to explore alternatives that may reduce EMS response times throughout the Town, such as adaptive traffic signals and pre-emption systems, or the relocation of existing facilities and the addition of new facilities.*

Rosemary stated that the Town's Emergency Operations Center is located here at Town Hall and has been fully staffed including by our Town Supervisor 24/7 during emergency events like Hurricane Sandy and others. Anthony noted that if there is anything that is needed to be improved with the EOC at Town hall it should be stated as a policy. Rosemary agrees and mentioned that Jeff Coleman is joining us at the May meeting to discuss this further.

Ed noted that we also have emergency response plans for the individual dams that are located in the town.

Michelle suggested dovetailing the Emergency Response Plan with the Hazard Mitigation Plan. Ed agreed.

Rosemary suggested combining Policy 15: *Continue to provide funding for local neighborhood libraries and explore opportunities for satellite locations* and Policy 4: *Continue to provide financial support to the libraries that provide library services to the Town's residents.* It was agreed to consolidate these.

Policy 16: *Integrate public buildings and facilities into active, walkable, mixed use neighborhoods and locate new public buildings where other neighborhood services are located and in other accessible locations throughout the Town.*
Seth suggested removing Policy 15 and add the word library into Policy 16.
Michelle stated Policy 15 came out of policy from another Master Plan that was discussed about providing library services for all residents, especially with electronic communications.
Chris thought we were thinking that a TOD could be a location for a satellite location.

Policy 17: *Improve public transportation access to the Town's public buildings and facilities particularly Town Hall.*

Michael H. noted that it is assumed that you can get on public transportation to get to Town Hall. Rosemary stated that one of the reasons we wanted to include this policy is there is a existing bus stop on Oregon Road that is utilized by people for access to Town Hall. Staff has discussed grant funding in the past to improve the access for bussing on the Westchester route to bring people into the Town Hall. Connectivity between Town Hall and other town facilities is another issue. This policy will be the catalyst to get us funding (grant).

Chris noted that we did get a small grant to improve the sidewalk from Oregon Road to Edward Street but want to continue the sidewalk up to Town Hall.

Adrian suggested improving this complicated intersection at Town Hall (perhaps a right-on red into Town Hall). Ed would like to see it become a four-way intersection. All members of the MPC agreed that we need to improve this intersection!

Solid Waste

Policy 18: *Encourage residents & business to start or increase composting at homes and businesses.*

Jeff Coleman will attend the May meeting and will help write a policy for recycling of C & D.

Policy 21: Consider placement of composting bins in various public parks.
Seth asked to add recycling bins and Dani would want education along with these as well as better signage.

Policy 22: Encourage local restaurants to participate in donating excess food to organizations like "City Harvest" to help feed the hungry and reduce solid waste.
It was agreed that City Harvest was not the appropriate program.
Dani knows of some programs and the County has done some work on this.
Dani will help write a policy to provide safe/secure food to residents in our town (food pantry).
It was asked what the schools, stores, farmers markets, restaurants, etc. do with all the left-over food.

Seth believes there is a lot of work in this one policy.
Dani wants better education on this topic.
Chris noted if there was a new restaurant opening in the town; it would be good if the Planning Board process would ask what they do with the left-over food. It would be helpful if there was an actual policy that could encourage it more.

Michael H. suggested encouraging participation in donating excess food, not only from restaurants. Jim asked if we have local organizations that facilitate this.

Seth stated that the word "encourage" is sufficiently broad that it could be legislated in any given direction. Michael agrees that education is important. Jim spoke that if there is not a good

option the town might be a good resource to try to encourage someone to get this going.

Dani stated that food waste happens everywhere; our homes, commercially, institutionally, so it needs to be expanded to educate people about food waste and develop the flow of criteria or choices.

Michael Fleming clarified that there were two issues: unused food and food waste.

Dani stated the first priority was helping to feed people, if possible. If the food is waste, then there is a compost issue.

Dani will check with a Wegmans study that was recently completed.

Theresa mentioned a program in the supermarkets where the food that is close to being outdated is donated to the VA food pantry.

Theresa noted that there are several food pantries in our town including one at the VA which she used to be directly involved in. Rosemary noted the issue of feeding the hungry has not been addressed in our previous Master Plans and this subject should be included somewhere.

It was decided that Dani and Flaam would work on this subject between now and our next meeting to refine this a bit more.

Policy 23: *Encourage/require the development and enforcement of more specific/stringent recycling policies that would effect a reduction in the overall generation of trash.*
Chris mentioned that rules and regulations have to be set but the actual sanitation people have to enforce the policies. Rosemary explained that at RESCO the garbage can be audited and the town can get fined if the rules aren't followed. Jeff Coleman can speak more on this issue in May. In general the town has done well with the recycling program, but there is always room for improvement.

Dani spoke that Sustainable Westchester has a waste committee and their agenda is very deep. They are exploring these issues county-wide. They are trying to come up with policies that work for the entire county and are doing a good job. This is a shared service. Seth suggested partnering with regional recycling policies that would support our goals.

Energy

Policy 25: *Seek approval from NYS to allow Cortlandt to develop more energy efficient building standards for commercial and residential construction.*

Michael H. asked if we are asking for an exemption to go above and beyond the state standards. Seth explained that the state sets the minimum standards that local municipalities cannot raise without their approval. Michael asked then why is this policy if it is a law? Rosemary explained that this policy is attempting to say that Cortlandt should have a higher level of green requirement in their building code than is currently allowed by NYS.

Seth added that if we want to have a higher level of green energy building standard code, New York State won't let us. Our policy is to seek the approval.

Barbara added that we should focus on the point that we want to go above and beyond.

Jim suggested we state that Cortlandt desires to go above and beyond what New York State allows by seeking approval from NYS. It was agreed that the wording of policy 25 be re-written.

Policy 26: *Reduce peak energy **and** demand and total electric generation capacity by encouraging users to use electricity during off-peak hours.*

Policy #29: *Increase the share of renewable energy sources, such as solar and geothermal used to generate electricity for municipal buildings.*
Seth suggested that "continue to explore" renewable energy sources be added. It was agreed.

(Policy #28 can be removed because it is in the infrastructure policies.)

Health policies were reviewed (see handout).
Policy 30. *Attract and retain high-quality health service providers and promote the development and expansion of medical education opportunities.*
Michael F. did not believe the two ideas relate. Seth explained that the policy was with MOD in mind. Rosemary said it should then be stated in the policy.

Seth would like to see healthy food options sold at the town's vending machines and at other town facilities (the pool).

Schools policies were reviewed (see handout).

Technology

Goal: Improve community awareness, communication, and access to Town services through enhanced technology.

Policy 39: *Install digital signage at various locations in Town including Town Hall, near the Cortlandt Train Station - both entrances, and possibly on Cortlandt Blvd., Crompond Road and other significant corridors.*
These would be used to advertise public meetings and town events.
LED's would be used for energy efficiency. The MPC was happy about this concept.

Policy 40: *Improve the Town's website and user experience by exploring alternative providers.*

Matt Logerfo explained this is actually in the process right now. The town Board has an agenda item at the next Town Board meeting to allow the purchasing department to do an RFP to provide our website with a significant facelift.

Michael H. added that the way the millennials use the web, if it is too many clicks away, you have lost them. It has to be two clicks away and graphically appealing. Michael F. agreed that people don't like when our town sends out emails that it is a link and it is not mobile friendly.

This is an issue that people care a lot about. This led to a larger discussion of improving not only the Town's website but also how to better build and maintain email blast lists.

Seth explained this is what he does for a living. Building user experience and website architecture design, so he would get rid of "exploring alternative providers" and would highlight in bold text USER EXPERIENCE because there is a lot of ground to be covered there. Michael H. asked if we could talk about mobile, also. Seth said "no" because you are trying to solve problems that fall under the "user experience" and everyone is different. Our "client" is the resident which can range from a teenager to a 90 year old for example. There are teams and firms and research methods to determine what is best for any given audience but is under the hood of "user experience". Seth continued that there are multiple targeted audiences and you have to do testing. Rosemary asked if we should just state to improve the town's website and user experience and maybe Seth could assist with that.

Michael H. Said when you are using technology to access information about the town could you use a mobile app? Seth explained the real trick about "user experience" being done correctly; it should be obvious to you when you approach the product.

Michael F. asked that a definition of user experience be put in the appendix. Michelle will put it in a box. Seth asked to add (instead of an app) access to the town's digital information because that is broader. Technology is changing all the time. Seth agrees that he will assist with some language here on user experience.

Matt Logerfo stated that the town has been using Citi-net for 8 years and it has been used because it was already here and all of the departments knew how to use it. Citi-net has a lot of other options to offer that we have never even explored. We are using their old platform. They will be responding to our RFP's and show us whatever new thing they have. Whatever we do we will have to include training for all of our departments and key personal.

Policy 41: *Increase wireless public access for parks and other recreational areas in the Town such as that which has already been done at the Town Pool.*
It was suggested to eliminate the word "pool".

Policy 42: *Promote and encourage technology based communication methods (website, FB, Code Red phone blasts, etc. to improve information delivery to the community and reduce the need for paper, printer ink, and postage).*
Michael stated that currently everyone is getting blasted on their smart phones with amber alerts, silver alerts, text message alerts.

Dani stated that one of the most critical things is collecting town residents e-mail addresses. It should be a separate stand-alone goal to encourage members of the community to provide their e-mail address. Seth thought it best to encourage an ongoing, active database.
Michael H. asked that it not be used for propaganda. Dani said it would not be used for propaganda.

Seth noted that he likes code red because that is used for emergencies only .Anthony asked how information is given out, for example when a town road is closed because of an ice condition. Rosemary explained that we can identify the affected area and give calls only to those residents, for example like during a water main break.   Residents can opt-out or opt-in to Code Red on the website, and provide the town with all their phone numbers. Matt noted that as people drop their land-lines or change phones there is an educational component to think about.   Ongoing outreach on Code Red and its use is important.

Michelle asked if the policy was to encourage people to provide their e-mail addresses or to create a centralized data base. It was agreed it was to create a centralized data base.
Seth added that data bases need to be actively maintained. MPC discussed this a bit more and it was agreed as part of the plan to improve the website, we also need to improve email database.

Jim Creighton spoke that GIS has been great improvement in technology for the town for infrastructure but at some point more information can be rolled out. Rosemary explained that is ongoing and is being done right now. Rosemary   Jim asked if there was a way to leverage the names and addresses in the GIS system into a resident being able to add information like provide their email address. . Rosemary explained that it sounded good if you were in a perfect world where you are the owner of the home and live in that home. There is so much diversity in the town about ways people actually own homes or own structures and renters that also need to be informed and be participatory, that it becomes too complicated. In the Assessor's data base you can find information on both Villages because we collect their taxes; however our highway department only has information about the Town roads.

Michelle suggested a call out box in the Master Plan explaining why gathering this information is important. Dani suggested finding out from other towns how they are doing this. She is particularly impressed with how Bedford does their emails.

Jim noted that millennial may not use email anymore. There is a segment of the population that no longer uses email. Seth again suggested the wording of collecting a data base of contact information. It might be email, twitter or anything else in the future.

Goal: Continue to use Technology to increase efficiency, innovation and information throughout a "digital town hall".

Policy 44: *Replace 10 -15 year old equipment in the Channel 78/35 broadcast room and the recording equipment used for the Nyberg Meeting room.*
Matt noted that much of the equipment in the Nyberg meeting room is failing (not the TV's).
Seth agreed but believes this is a budget request not a Master Plan goal or policy.
Adrian thought we should encourage upgrading the equipment to keep current (perhaps the policy should be re-worded) but it should be kept in the Master Plan. Michael Huvane believes with technology you should be within 3 years or a time-frame that the technology should be current.   Rosemary spoke about the franchise agreements that are negotiated with the town board

and cable TV/ Verizon. It was stated that Channels 78/35 is old technology. However it was also noted that some segments of the population enjoy receiving their information that way.

Jim Creighton asked why the meetings are recorded and not a live feed to TV.
Seth explained that is a policy decision. The meetings are open meetings and normally the meetings can be viewed the next day.
Jim believes there are a lot of great options. It doesn't take much to take the next step and if there is a decision not to take that next step, is it because we want the ability to edit?. Seth noted that it is not the ability to edit. Jim said that some people think it is. That is the general suspicion because the technology is so easy. Seth disagreed and said it was a policy decision.

Policy 46: *Consider establishing an adequately funded Technology budget line.*
Rosemary and Matt explained that technology as it relates to GIS is currently funded through multiple, different funding sources, depending on who is using it. So each department is billed differently.

Matt explained that currently when he has a plan of what needs to be replaced it is then brought to the comptroller, where he finds a place to take the money from. There is no general technology budget for long-term plans for capital improvements provisions.

Seth believes this is a budget request, not a goal. Michael Huvane stated that technology should be in the budget. For policy 46 the word "consider" should be removed. It should just start with "Establish".

Policy 47 *Consider the creation of an information Technology Department within the Town of Cortlandt government including creation of a Chief Technology Officer Position and staff.*
Seth is strongly in favor of this policy. Michelle asked if a 10 year plan should be suggested. Chris noted that in the CIP a line was created for Information and Technology but it is a general placeholder. This could be improved.

Policy 48: *Explore the Town creating a fiber optic network Town wide to provide extremely high speed internet at significantly lower cost than Verizon or cable. This would be an economic incubator.*
Michael Fleming is in support of this policy. Matt explained that this is more of a ten-year plan than a short term plan. Matt went on to explain there are a lot of municipalities in the country that have, either by the way of federal grant money or working with non-profit internet service providers, rolled out fiber to residents and business. It is done more in a city capacity because it is easier when you are more densely populated but there are towns that have done it. Basically the Municipality itself becomes the provider. Seth stated it is a lofty goal but interesting.
Seth stated that the issue here is there is plenty of population that consumes broad band, the last mile, specifically fiber, is exponentially expensive because it involves the poles.
Rosemary asked if it was unrealistic to include it; since is it a lofty goal?
Seth thinks leave it in we could in the future pursue seeking out these public/ private partnerships. Adrian asked for the use of more generic language instead of Verizon and Cable as

these may not be the companies in the next few years. Jim suggested we tie this is with the TOD and the MOD. Seth agreed and also said this idea would act as economic incubator.

Other General Technology Discussion:

Dani mentioned the entire Technology section of the MP should be broader and the Goal should be improved. We need an over arching technology plan to serve the community for the future.

Jim asked something to be considered would be expanding the outreach and public feedback, with our meetings and day-to-day interactions with our residents; people do not come to evening meetings. Is there an opportunity to have web-based meetings, conferences? They could be difficult to manage. It is available. It would be an opportunity to increase feedback from the residents. A general discussion took place about the future of the Town Hall being truly a digital one.

Michelle stated the goal would be to develop more of a town-wide technology strategy to increase the accessibility and interactivity. Seth agreed to assist with writing some this. Seth stated that policy 47 (creation of a Chief Technology Officer position) is the how.

Rosemary asked the committee members all plan to attend the May 19th Public Outreach meeting. May 13th is the next MPC meeting.

Minutes submitted by Judi Peterson