

Long Island Comprehensive Planning Committee
February 1, 2022
Meeting Minutes
Conducted remotely by Zoom

Present: Janice Avignon, Nancy Berges, Nathan Johnson, Christian LaMontagne, Beth Marchak, Dennis McCann, Linda McCann, Matt Purington, Wes Wolfertz

Guests: John Burke

Agenda:

1. Operational Updates
2. Chapter Walkthroughs
3. Plan Outline
4. Editorial & Production Process

Minutes:

1. Operational Updates
 - a. The issues at Mariner's Wharf have implications for many chapters of the plan, and there is a strategic element to it that should be considered.
 - b. Janice reported that the Survey Report was issued to the public.
 - i. This is available at town hall, at the library, and on the town website.
 - c. Linda McCann has summarized the last few forums from the fall for the next LICA newsletter.
 - i. Also included as an article are some of the key findings from the survey report.
 - d. There was a reminder that the minutes are all publicly available on the website.
 - e. On the page labeled 'Forum Summaries,' there is a place dedicated to feedback and findings from the 2021 public forums.
 - f. Melanie provided an update on the Google Drive structure.
 - i. There was a recording of the Google Drive 101 presentation that is available as a resource for committee members.
 - ii. Chapter owners are encouraged to check out the presentation to aid with questions on organization of the Google Drive and challenges with uploading their work to the Drive.
 - iii. The committee ran through a brief explanation of the current folders that are available for the LICP Committee members.
 - g. We shared the chapter guidance document compiled by and sent out to committee members by Janice. We discussed a strong desire to use this document to ensure that there is consistency between the different parts of the plan.
2. Editorial and Production Process
 - a. There will be multiple stages of editing in the process.
 - b. The first stage will be getting to a final draft of the content for the chapter.
 - c. Stage two is connecting with local experts to get feedback on the chapter content.

- i. In some cases there might be gaps and there may be a struggle to find experts, so please reach out if it is difficult to find someone to help edit.
 - d. Stage three is writing the narrative and the structure as outlined in the chapter guidance.
 - i. If you need help from the editorial board, please connect with them to get a co-writer.
 - e. The next piece is the actual editing to make sure it is consistent with the chapter guidance (outline, align to the vision and values, draw from community survey and public forum results, cover all points in the state's checklist and incorporate all the data in the state provided data set)
 - f. The last stage of this process is weaving the chapter into one cohesive plan document
 - g. Chapter owners are encouraged to identify which stage they are in
- 3. Chapter Walkthroughs
 - a. Population and Demographics
 - i. Beth has structured the narrative based on the chapter guidance from Janice.
 - ii. The work to be done on this chapter includes formatting and creation of the multiple charts/graphics that are needed. This can be part of the production process with GPCOG.
 - iii. There is a lot of effort with this chapter to make sure numbers and sources are consistent so that the narrative is cohesive.
 - iv. This chapter is structured with implications drawn directly from the 'current situation,' and all should align with a specific recommendation .
 - b. Economy
 - i. This first draft is a lot of information, but still looking for some information and data points.
 - 1. One piece that specifically needs work is the fishing industry, with plans to ask Nathan J. to support.
 - 2. The data that is still needed here can come from info held by Beth and from the state data.
 - ii. More info about people who work with specific entities on the island could also be used to help make the points that are outlined in this draft.
 - iii. It was confirmed that it is up to the committee and chapter writers to use the vision/guiding principles and the survey/forum results to craft the recommendations.
 - c. Housing
 - i. This chapter has been checked over by 'local experts' like Mark Greene and members of the Year Round Housing Committee
 - ii. There are still a few checklist items to be crossed off, and the narrative content is there but must be re-organized to fit some of the chapter guidance.
 - iii. There is a lot of collaboration between the housing data and the population and demographic data.

- iv. There must be some caution with recommendations about ordinance changes. These have legal requirements attached if stated outright, so the housing chapter talked loosely around the idea of changing ordinances.
- d. Fiscal Capacity
 - i. This chapter needs to be reviewed by the Finance Committee to ensure that we follow best practices.
 - ii. The bottom line is that the town does a great job managing the mill rate but has some struggles with CIPs.
 - iii. There is also mention of Mariner's Wharf in the fiscal capacity piece.
 - iv. This chapter needs the Capital Investment Plan for the next ten years, which is a big undertaking that still needs work.
- e. Natural & Water Resources
 - i. There is a GPCOG draft which includes all the maps created with the most up to date geographic survey data.
 - 1. The draft also breaks everything down into topic areas, which is helpful with writing.
 - ii. There is also a lot of information for these resources taken from town committees like the Groundwater Quality Committee.
 - iii. Many of the 'natural resources' checklist items overlap significantly with the 'water resources' pieces.
 - iv. A big piece that must be added to this chapter is information about the Conservation Area and its management.
 - v. There is still info needed on the water testing plan from the town, or at least the proposed water testing plans.
- f. Marine Resources
 - i. There is also a GPCOG draft chapter for this chapter.
 - ii. The maps for the marine resources are excellent and cover many items on the checklist.
 - iii. Interviews and forums are really driving the recommendations in this chapter.
 - 1. Many have to do with the redistribution of resources, and have been held up due to some of the current events with Mariner's Wharf.
- g. Forestry and Agriculture
 - i. This is a really interesting chapter because there is no commercial scale agriculture or forestry on Long Island. Much of the state checklist is not applicable to Long Island.
 - ii. This chapter covered a lot to do with invasive species.
 - iii. Mike Lingley has been a huge help/resource with the forestry pieces.
 - iv. There were suggestions to talk about poison ivy and brown tailed moths, which will be added to the chapter.
- h. Wellness
 - i. Because there's no checklist from the state, this chapter draft is largely narrative.
 - ii. The writing does follow the chapter guidance of past, present, and future.

- iii. The chapter concludes with a list of possible priorities for the future of wellness on Long Island.

4. Meeting Closing

- a. We are in good shape with writing the plan, and the goal is to get chapter drafts uploaded so the committee can review each other's writing.
- b. The next milestone is March 10, which currently is earmarked to have a full draft document to bring forward to the public.
 - i. By the March 1st meeting we will know if this goal is still attainable.
- c. The editorial board will aid chapter writers in developing connections between topic areas as they come up.
- d. It is possible to create 'copies' of your first draft in Google Drive and rename it 'don't use' for example.
 - i. This is one way of work tracking.
- e. Melanie will upload the recording of this meeting to Google Drive so those who aren't present can use it as a resource in chapter writing.