

**TOWN OF ESOPUS PLANNING BOARD MINUTES
SPECIAL MEETING CONDUCTED VIA ZOOM
June 29, 2020**

PRESENT: Chairperson Roxanne Pecora, Vice- Chairperson Darin DeKoskie, Greg McCord Brian Cournoyer, David Mastny and Dan Michaud

EXCUSED: Mark Anderson and Fred Zimmer, Alternate

ALSO PRESENT: Planning Board Consultant, Alan Sorensen (joined after meeting had commenced).

The special meeting (to interview potential Planning Consultant candidates) of the Town of Esopus Planning Board was called to order at 7:37 P.M. Chairperson Pecora commenced the meeting with the Pledge of Allegiance.

Charles Voss, AICP and Robert Murphy, Jr., AICP of Barton & LoGuidice

Chairperson Pecora advised Mr. Voss that the Planning Board was in the preliminary stages of interviewing for a planning consultant to provide services similar to those of previous Planner Myles Putnam and those of current Planning Consultant, Alan Sorensen.

Mr. Voss stated that both he and Planner Murphy desire to incorporate their planning experience to the Town. Mr. Voss currently serves as Planning Chairman in his community. Proposal from Barton & LoGuidice on file in the Planning Office.

Mr. Voss noted that B & L doesn't typically work with developers and stated he felt that was a benefit of being able to focus on the community and sets them apart from other candidates.

Chairperson Pecora asked if there was any issue with working with the contract which had been provided to them for review. Mr. Voss indicated there were no issues.

Member Dan Michaud stated strong support was needed on projects, reviews prepared in advance, a strong understanding of the Code and attendance at meetings. Revolving representatives were not desired and wanted assurance that the Planning Board would not be working with various Planners from the firm. Planner Voss stated that Planner Murphy would be the AICP for the Town if their firm was chosen.

Chairperson Pecora asked for a sample of their work.

David Plante, AICP of Bergmann

Chairperson Pecora reiterated that the Planning Board was in the process of interviewing potential candidates but that there was no specific timeframe within which the process was going to be completed.

Planner Plante indicated that he had previously interviewed with the Esopus Planning Board when a replacement was being sought for Planner Putnam. Mr. Plante stated that he works as the Planner locally in the Town of Rosendale and that he works for a large firm located within five States. Bergmann's proposal is on file with Planning Office.

Chairman Pecora asked if Planner Plante had any issues with the contract used by the Town. Planner Plante indicated his firm had no issues. Planner Plante was requested to provide a sample of his work.

Member Dan Michaud asked the questions he had previously asked and inquired as to who would be personally serving the Town of Esopus to which Planner Plante stated that it would be him personally.

Chairperson Pecora asked what his availability was for pre-submission meetings and a sample of the form used could be provided to him. Mr. Plante indicated that it was not an issue for Bergmann.

Matt Rogers, Senior Planner and Nicole Allen, AICP of LaBerge Group

Chairperson Pecora provided standard introduction indicating that there was no set time to issue a decision.

Planner Rogers noted that he was currently engaged working with the Town of Esopus, having previously worked on the Comprehensive Plan and was currently working on the Riverfront Access Study. He had also served as a Chairman of his local municipality and was familiar with the planning board process. Planner Rogers indicated LaBerge Group had a large staff which allowed the availability needed. LaBerge's proposal is on file with the Planning Office.

Member Dan Michaud posed standard question regarding consistency in availability, project reviews submitted in advance, in person attendance and who would be the planning contact and was LaBerge Group able to make commitment. Planner Allen indicated that Planner Matt Rogers would be the person to represent the firm in Esopus but there were other resources available in the firm that could assist if necessary.

Chairperson Pecora indicated that there was a set fee for pre-submission attendance, separate from the hourly rate included in the contract. The candidates were asked for samples of their work and the Secretary could provide a sample of the current Planner's work to indicate what the present Planning Board was used to.

Kelly Morehead Municipal Markets Manager and Jason Pittingaro, PE of Pittingaro & Deutsch

Chairperson Pecora provided standard introduction and provided candidates the opportunity to address the Planning Board. Pittingaro's proposal is on file with the Planning Office.

Member Dan Michaud asked his standard questions to which Mr. Pittingaro responded that the monthly commitments would be fulfilled by him but that Ms. Morehead often joins him.

Chairperson Pecora indicated that a sample of the work the Planning Board is familiar with could be provided and Mr. Pittingaro stated he would be providing work sample.

Thomas Shepstone, Shepstone Management Co., Inc.

Chairperson Pecora reviewed process with Mr. Shepstone and that there was no particular timeframe. The Board had received his proposal which was on file with the Planning Office.

Mr. Shepstone indicated that he worked in New York and Pennsylvania and he had been working in the field for 40 years.

Member Dan Michaud asked the standard question he had asked all previous interviewees and what the Planning Board expected from its Planning Consultant relative to attendance and reporting. Mr. Shepstone agreed with conducting business efficiently and help Planning Board keep projects moving forward. Mr. Shepstone indicated that he had no issue with the Esopus Planning Board meeting date as well as the pre-submission meetings (if they were held during the day). Chairperson Pecora indicated that the date for pre-submission could be flexible.

Vice Chairman DeKoskie requested a sample of Mr. Shepstone's reviews.

Chairperson Pecora noted that a flat rate was paid to the Consultant per the contract and that additional work not covered in the contract was paid from the Applicant's escrow per Chapter 71.

Liz Axelson, AICP, Meagen Stone, Planner, Tim Moot of CPL

Chairperson Pecora provided per forma introduction and noted that CPL's proposal had been received and distributed (on file with the Planning Office). Thereafter, the meeting was turned over to Mr. Moot who asked to screen share and provided a power point presentation.

Member Dan Michaud posed his question relative to timely reviews, consistent representation, and understanding of Code. Mr. Moot agreed to commit if chosen and stated that Liz Axelson would be the main contact person and would be attending the meetings (but Ms. Stone worked closely with Planner Axelson). They prefer ground rules including that applicants submit two weeks prior to the meeting and that the Planning Board adhere to rule. Chairperson Pecora responded that the Planning Board currently had specific timeframes for submission. Sample of work was requested.

Bonnie Franson, AICP and Adriana Beltrani, AICP, Valerie Minastra, AICP of Nelson, Pope and Voorhis, P.C.

Chairperson Pecora provided standard introduction. The Planners introduced themselves and provided background information. Planner Bonnie Franson turned meeting over to Planner Beltrani to provide a power point presentation. (Qualifications on file with the Planning Office).

Member Dan Michaud posed his standard question. Planner Minastra would be representing NPV in Esopus with Planner's Franson and Beltrani being able to work as backup staff.

Planner Sorensen joined the meeting and upon Motion of Vic-Chairman Darin DeKoski, seconded by Member Dan Michaud, the Planning Board moved into executive session at 9:37 p.m.

Respectfully submitted:

Lisa K. Mance, Administrative Assistant

Date prepared: July 17, 2020

Date approved: August 12, 2020