

**ZRC/Comprehensive Plan Committee
Meeting Minutes - May 18, 2026**

Attending: Steve Powers, Joanne Amlaw, Elizabeth Brutsch, Jim Carroll, Michael Crosby, Donald Lamonaca, Peg Munves, Ron Nakovics, Adrienne Allen and Ted Salem. JoAnna Phillips and Tiffany Zezula also attended. The meeting was live streamed.

Ted called the meeting to order at 7 PM.

1. Presentation by Tiffany Zelula on integrating Room Enough for Both into the Comprehensive Plan process. She attended via Zoom.

Ted gave a summary of where in the development process the plan update stood and future tasks and timeframes. Tiffany provided the following feedback:

- She questioned the need to release the raw data (Excel spreadsheet) at this time suggesting to include it as an appendix when the plan update was published. (Subsequent to the presentation, the committee reaffirmed its decision to release the spreadsheet along with the survey results, provided we are able to release it in a non-modifiable form. In that regard, Elizabeth will consult with Sharon Powers, as webmaster, on how to do that.)
- Tiffany suggested boiling down the AI (108 pages) summary into a more manageable size. The committee will consider an Executive Summary.
- The survey results should not drive the meetings with the community groups. The questions posed at these meetings should rather be more open ended and focus more on participants' views on their vision and goals for the town.
- The questions posed at these meetings should be consistent across the groups, not tailored to their special interests.
- The larger community forums should also focus on arriving at consensus on vision, goals and objectives.
- It is after these sessions that the committee should focus on implementation strategies and this is where the content of Room Enough for Both fits in.

Many thanks to Steve and Elizabeth for arranging this session and of course to Tiffany.

2. Comprehensive Plan

- a. Survey

Elizabeth explained that there were nine blank surveys submitted. These will be included in the submission count. Based on member feedback, Elizabeth will try to adjust some of the pie charts since some were hard to read. Members were asked to provide Elizabeth with any other suggested changes by next Friday. We will then arrange to post the analysis on the Comp Plan webpage and to ask Marcie to send out a blast announcing it.

Members were asked to compile their top 10 takeaways from the analysis. What are the unifying themes? We will assemble these at our next meeting.

b. Descriptive Information

Ted is behind adding in the demographic data to the profile.

c. Status of Goals and Action Plans (2021)

Based on feedback from the CAC, Jim will make slight changes to the draft of the “report card.” This report will also be posted to the website and we will ask Marcie to include that in the blast announcing the survey results.

d. Community Outreach

The committee agreed to hold off arranging these meetings until at least next month when we will hopefully come up with the questions to be posed to each group. Again, these will be more open ended and focus on vision/goals.

e. Room Enough for Both

The committee agreed with Tiffany’s suggestion to hold off on any integration of the strategies contained in the report until after arriving on consensus on vision, goals and objectives.

3. Membership

JoAnna was the only person to submit a letter of interest. JoAnna assured the committee that her podcast will not interfere with the interests and processes of the committee. In executive session, the committee agreed to ask the Town Board to appoint JoAnna to the committee.

After returning from the executive session, Ted adjourned the meeting at 8:25 PM.

The next meeting of the committee is scheduled for MONDAY, JUNE 8, 2026 (moved from 6/15 due to scheduling conflicts).

Respectfully submitted
Ted Salem, Chair