



COMPREHENSIVE PLAN UPDATE

MEETING SUMMARY

Purpose: Comprehensive Plan Update Committee (CPUC) Meeting #3
Date and Time: June 15, 2023, 6:00 pm
Location: Town Hall, 2 Halfmoon Plaza Halfmoon, NY 12065
Attendees: See Below

Agenda Item	Discussion	Key Decisions & Outcomes
<p>Welcome & Introductions</p>	<p>Richard Harris, CPUC member and Committee Chair, welcomed attendees.</p> <p>MJ Engineering and Land Surveying, P.C., the lead consultants assisting the Town with the Comprehensive Plan Update was represented at the meeting by:</p> <ul style="list-style-type: none"> • Nora Culhane Friedel • Jacob Landis <p>Nora Culhane Friedel (MJ) provided an overview of the agenda.</p>	<p>N/A</p>
<p>Scope, Schedule, and Approach</p>	<p>Nora Culhane Friedel (MJ) shared updates on schedule of milestones going forward: (note this schedule is subject to change)</p> <p>Spring 2023</p> <ul style="list-style-type: none"> • Focus Group Meetings • Vision / Goals • Strategies and recommendations <p>Summer – Fall 2023</p> <ul style="list-style-type: none"> • 3rd round of public engagement • 4th round of public engagement • Draft plan <p>Winter – Spring 2024</p> <ul style="list-style-type: none"> • 5th round of public engagement • Draft plan 	<p>MJ will continue to provide physical comment cards (with QR code to website contact form) at all meetings as well as sign in sheets.</p>

	<ul style="list-style-type: none"> • 6th round of public engagement Summer 2024 • Final comprehensive plan • Adoption of plan <p>Nora Culhane Friedel (MJ) expressed that the consultant team is working closely with the Town to schedule the Focus group meetings; these are targeted topic-based group discussions held via Zoom. All committee members are welcome but not required to attend focus group meetings.</p>	<p>MJ will provide a draft focus group list to CPUC for their review.</p>
<p>Public Participation Update</p>	<p>Nora Culhane Friedel (MJ) gave a summary of Public Meeting #2 to the committee.</p> <p>On May 25, 2023, from 6-8 pm, approximately 25 people attended Public Meeting #2. Originally the consultant team intended on having attendees rotate around the room to different topic-based tables – however due to attendance numbers the team pivoted and instead facilitated speed round discussions (10 minutes per topic) with the entire room.</p> <p>The meeting summary is available on www.planhalfmoon.com.</p> <p>Speed round discussions:</p> <p><u>Topic #1 Transportation & Mobility:</u></p> <ul style="list-style-type: none"> • Need for more sidewalks that connect the Town • Trails and bike lanes separate from roads that connect to residential developments • Safety should be prioritized for children and seniors • Traffic calming techniques • Public transportation along Routes 9 and 146 <p><u>Topic #2 Economic Growth:</u></p> <ul style="list-style-type: none"> • Vacant buildings be reused/redeveloped instead of building new buildings • More retail development • Less growth and development <ul style="list-style-type: none"> ○ “Let [the town] catch up” • Preference for something other than strip malls. • Architecture/site design guidelines • Green space requirements • Incentivize farming as economic growth • Identity of Halfmoon <p><u>Topic #3 Neighborhoods and Housing:</u></p>	

	<ul style="list-style-type: none"> • Challenges related to housing are traffic and accidents • Balance increased housing needs • Better access with existing neighborhoods • Shifting from septic to sewer is costly for residents • Prioritize the use or reuse of vacant buildings • Desire for Halfmoon to have its own zip code • Coordinate development with the county • Need water connections to existing neighborhoods • Public internet <p><u>Topic #4 Recreation & Open Space/ Natural Resources:</u></p> <ul style="list-style-type: none"> • Desire for buffer/ tree lines alongside new growth • Community Gardens • Long walking and multi-use trails • Identity of Halfmoon • Halfmoon is a bi-coastal town to the Hudson and Mohawk River • Erie Canalway National Heritage Corridor • Expand public resources • Halfmoon has a solar energy identity • Town indoor recreation during off seasons • Conservation easement programs <p>Nora Culhane Friedel (MJ) introduced the Community Survey summary by sharing that there were 400 responses total. The survey was advertised in press releases, the Town website, the project website and at the public workshop. It was hosted through an online platform, SurveyMonkey.com, and hard copies were available upon request.</p> <p>Jacob Landis (MJ) reviewed key survey highlights with the committee and provided opportunity for initial reactions and comments.</p> <p>(Q1) Please enter your home zip code:</p> <ul style="list-style-type: none"> • most frequent zip codes were 12065 and 12118 • 2.75% of respondents lived in zip codes outside of Halfmoon <p>(Q2) Please enter your age:</p> <ul style="list-style-type: none"> • largest respondent age group - 65+ • 39.95% in the 45-64-year-old age group • 14.82% in the 25-44-year-old age group • 0.50% in the 18-24-year-old age group • 0.025% in the under 18 age group 	<p>A complete survey highlights document will be provided to the committee for their review and consideration.</p>
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	<p>According to the ACS 2021 5-year estimate, 29.7% of the 45-64-year-old and 27.5% of the 25-44-year-old age groups make up the largest cohorts in Halfmoon . This indicates that the age of respondents who completed the survey is closely representative of Halfmoons population. The trend in Halfmoon is towards an aging population, this will impact the needs of each demographic.</p> <p>(Q5) Please check all that apply to you:</p> <ul style="list-style-type: none"> • 88.25% own a home in Halfmoon • 6.5% rent a home in Halfmoon • 10.5% work in Halfmoon <p>(Q6) If you live in the Town, how long have you lived in Halfmoon?</p> <ul style="list-style-type: none"> • 64.90% have lived in Town for ten (10) years or more <p>(Q9) Halfmoon is home to many special places that make the community unique. What is one place in Halfmoon that you think is an especially important asset to the Town?</p> <ul style="list-style-type: none"> • Town Park • Walking trails (ex. Zim Smith Trail) • Riverfront • Senior Center <p>Question 10 (Q10) 10. In a sentence – or just a few descriptive words – how would you describe your ideal vision for future Halfmoon (five to ten years from now)? Common themes from the responses included:</p> <ul style="list-style-type: none"> • No - slow growth • Maintain and/or increase green/ open spaces • Greater walkability <ul style="list-style-type: none"> • <i>Note: that the prospect of future development is split between slow and no growth</i> <p>(Q11) What are challenges/concerns facing the Town of Halfmoon now or in the near future (select 3)?</p> <ul style="list-style-type: none"> • “preservation of land/open space” (79.87%) • “property taxes” (44.48%) • “new housing developments” (43.83%) • “neighborhood connectivity/walkability” (41.88%) • the most common response in the “Other” category was traffic • Responses align with the most frequent themes from Question 10 	
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	<p>(Q14) What type of housing would you prefer to see constructed in Halfmoon in the next 20 years?</p> <ul style="list-style-type: none"> • Most would prefer “low-density residential development of single-family housing” • Close second, 33.33% would prefer a “mix of housing types and price points...individuals and families...variety of income levels” • The most common responses in the “Other” category: none and affordable senior housing • Demonstrates that there may be a need for affordable options for those who are looking to downsize or in the market for a starter home <p><u>Ongoing Public Engagement Activities:</u></p> <ul style="list-style-type: none"> • Project Website www.planhalfmoon.com <ul style="list-style-type: none"> ○ Comment form available on website • Project Cards • Comment Forms <ul style="list-style-type: none"> ○ Available at all public meetings and committee meetings • Public Meeting #3 – Fall 2023 <ul style="list-style-type: none"> ○ Presentation of the vision, goals, strategies and preliminary recommendations to the public 	
<p>Visioning Interactive Work Session</p>	<p>Nora Culhane Friedel (MJ) led an interactive exercise to elicit committee input on updating the vision statement for the updated comprehensive plan.</p> <p>Committee members offered the following thoughts:</p> <ul style="list-style-type: none"> • Remove “small town values” and replace it with more modern phrasing. • “Fiscal balance” is important and should remain in the statement in some capacity. • What has been accomplished vs. what still needs to be done should be reflected in the plan (Town Board Liaisons will help with this) <ul style="list-style-type: none"> ○ A section for this in the plan itself was recommended by a Member. ○ Explain why some things may have not been completed or are no longer relevant. • Much of the statement is still relevant and reflective of what the Committee wants to see in the update. • The Town is still working on many of the projects that were outlined in 2003 due to the 2008 Recession. • For future generations: Halfmoon is planned well for the older population and established families with predominant residential development consisting of single-family homes. How can the new plan better 	<p>Committee to continue to share thoughts and ideas with MJ Team via email over the next week.</p>

	<p>adapt to future generations (i.e. How can the committee build on the conversations had 20 years ago to better keep and attract younger people?)</p> <ul style="list-style-type: none"> • Keep the “values” part but further emphasize the celebration of historic values and resources in the Town. • Include neighborhood-oriented businesses – highlight small and large businesses 	
Next Steps	<p>Nora Culhane Friedel (MJ) provided an overview of the next steps in the process:</p> <ul style="list-style-type: none"> • Draft Vision & Goals <ul style="list-style-type: none"> ○ Committee members will provide feedback to MJ in the coming weeks • Draft Community Profile <ul style="list-style-type: none"> ○ MJ is continuously drafting this document • Public Meeting #3 – Fall 2023 – TBD • Next Committee Meeting <ul style="list-style-type: none"> ○ Thursday, August 17, 2023 • CPUC member Town Tour <ul style="list-style-type: none"> ○ Scheduled for August 22, 2023 at 1PM (more details to follow) 	<p>The next CPUC meeting is scheduled for Thursday August 17, 2023, at 6:00 PM</p>

This meeting summary conveys our understanding of the items discussed and agreements reached at this meeting. Please forward any additions, corrections and/or questions to my attention.

Submitted by:
Nora Culhane Friedel, MJ Engineering and Land Surveying, P.C.
cc: Consultant Team, Comprehensive Plan Update Committee, Town, File

Comprehensive Plan Update Committee (CPUC)

Name	Present
Chair: Richard Harris	<input checked="" type="checkbox"/>
Jeremy Connors	<input checked="" type="checkbox"/>
Paul Hotaling	<input checked="" type="checkbox"/>
Steven Kucskar	<input checked="" type="checkbox"/>
William Herman	<input checked="" type="checkbox"/>
J. Daniel Wojcik	<input checked="" type="checkbox"/>

Joseph Landy	<input checked="" type="checkbox"/>
Donald Roberts	<input checked="" type="checkbox"/>
Nancy Morris	<input checked="" type="checkbox"/>
Deborah Curto	<input checked="" type="checkbox"/>
Lyn Murphy	<input checked="" type="checkbox"/>
Michael Moran	<input checked="" type="checkbox"/>
Peter Bardunis	

Town Representatives & Planning Support

Name	Present
Paul Marlow	<input checked="" type="checkbox"/>

Consultant Team

Name	Affiliation	Present
Jaclyn Hakes, Project Manager	M.J. Engineering	
Nora Culhane Friedel	M.J. Engineering	<input checked="" type="checkbox"/>
Jacob Landis	M.J. Engineering	<input checked="" type="checkbox"/>