

**Dutchess County Planning Board  
MINUTES – November 14, 2018**

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**Present**

Gary Baright  
Colleen Cruikshank  
Michael Dupree  
Hans Hardisty  
Edward Hauser  
J. Patrick Lambert  
James Nelson  
Warren T. Smith  
Rick Wilhelm  
Brad Barclay, *Staff*  
Jennifer Coccozza, *Staff*  
Shelby Frangk, *Staff*  
Lynn Schara, *Staff*  
Robert Wills, *Staff*  
Eoin Wrafter, *Staff*  
Sean Carroll, Cornell Cooperative Extension Dutchess County, *Guest*  
Carolyn Klocker, Cornell Cooperative Extension Dutchess County, *Guest*

**Absent**

Hans Klingzahn  
Jill Way  
Randall Williams  
Linda Fakhoury, *County Attorney Liaison*  
John Metzger, *County Legislative Liaison*

Since Hans Klingzahn, Chairman, was unable to attend, Vice Chairman, Jim Nelson called the meeting to order at 3:30 PM. All board members, staff and guests introduced themselves.

Ed Hauser made a motion to approve the minutes from our May 9, 2018 meeting without change. The motion was seconded by Warren T. Smith. There were no objections, and the minutes were accepted.

Commissioner's Update, Eoin Wrafter

Eoin reported that the Department had completed 343 out of 363 referrals, with 83% being completed within our 21-day target.

The application to streamline our referral submittals is currently being demoed by the Town of Poughkeepsie, with the intent to have all referrals submitted in this manner in 2019.

All CDBG, APG and MIG applications have been shifting to an online application process, which will be fully in place in 2019. The 2019 budget includes \$1M for both APG and MIG. The APG process has been modified, moving towards a two-year application process instead of one year.

The department has just awarded a new contract for rejuvenating urban centers in the cities of Beacon and Poughkeepsie. Five to ten properties are to be chosen in the federally designated opportunity zones and the hope is that this could be a catalyst for revitalization in the neighborhood.

Biodiversity in Dutchess County

Jen Coccozza introduced Sean Carroll, GIS/Environmental Educator at Cornell Cooperative Extension of Dutchess County, who is writing a technical memo on biodiversity.

Sean gave a presentation about biodiversity in Dutchess County. He elaborated on the definition of biodiversity and spoke of the benefits and the threats, which includes habitat loss, invasive species, and climate change. Sean spoke about the importance of education and outreach, conservation strategies, and wetland health. He encouraged all to incorporate smart growth strategies, identify and map areas to protect and coordinate with municipalities on open space planning. Sean also stressed the value of public engagement and education to help raise awareness and conservation and would be willing to give presentations upon request.

#### Administrative Issues

Membership – John Weisman has retired so we are looking to fill his vacancy. In addition, Jim Nelson is due for reappointment, so both appointments will be submitted to the Legislature in January.

Nomination and election of officers – By-laws call for nominations and election in January, so Eoin will send out an email in anticipation of the January meeting, requesting nominations. The current slate is Hans Klingzahn as Chairman, and Jim Nelson, as Vice-Chairman.

Review By-Laws – As part of the annual review of the by-laws, Eoin asked the board to consider changing the required minimum number of meetings to four. The bylaws call for 6 meetings, but Eoin suggested at least four meetings, not necessarily quarterly. Since the board was supportive, Eoin will prepare a draft for the January meeting.

The next meeting is scheduled for January 9, 2019, at 3:30 pm at our new office location, 85 Civic Center Plaza, Suite 107. The agenda and parking guidance will be emailed to board members.

#### Partnership for Manageable Growth

To date, Partnership for Manageable Growth (PMG) has completed 21 farmland protection projects and 8 open space projects. There are still four farmland protection projects pending because the applicants were waiting on additional funding.

For the 2019 round of funding, applications are due December 21, 2018. Brad will present the proposed projects at the January meeting.

With no further business, Michael Dupree motioned to adjourn and Warren T. Smith seconded. The meeting ended at 4:35 PM.

Respectfully submitted,

Lynn Schara