

Village of Richmond  
Adhoc Long Term Planning Committee Meeting Minutes for August 25, 2014

Meeting was called to order at 6:30pm by Scott Drabant

Members Present: Ciro Centrangelo, Ann Cunningham, Scott Drabant, Craig Kuntz, Debbie Tiritilli, Gary Tiritilli, Ram Wardanian.

Approval of Minutes:

Motion to approve the meeting minutes for August 4, 2014 was made by Ram Wardanian, seconded by Scott Drabant. Motion was passed by voice vote with Craig Kuntz abstaining.

Unfinished Business:

1. Farmers Market – After a discussion regarding the timing of the event and the wish to have everything run smoothly and not be rushed, the following motion was made.  
Motion to have the Farmers Market postponed until Spring 2015 and create a group of volunteers for the event having this group report to CDC was made by Debbie Tiritilli, seconded by Craig Kuntz. Motion was passed by unanimous voice vote.
2. Victorian Open House Tour – Scott Drabant will find out who would be interested and willing to participate in the tour. Also will ask Charlotte Hollenbach for input.
  - a. Discussed the possibility of putting lights around the top edges of the downtown building as was done in the past. Debbie Tiritilli will talk to Charlotte Hollenbach about how this was accomplished. This may be postponed until December 2015.
3. Antique Road Show – Debbie Tiritilli will ask Charlotte Hollenbach about the process used in the past and see if she would be willing to be the “point person” for this event.
4. Christmas Craft Show – this is in conjunction with Christmas of Yesteryear event which already has an established Committee. Ann Cunningham will be the liaison between Committees.
  - a. Crafters – Debbie Tiritilli volunteered to put together a data base of vendors from the art and craft fairs that she attended this summer.
5. Comprehensive Plan – the grant request is still an open item. Scott Drabant should know their response within the month of September.
6. Survey – Scott Drabant gave the committee the latest draft of the Community Survey. Asked us to review and give him our input. When complete and presented to the full Board, Ciro Centrangelo will work to put it on Monkey Survey. Talked about sending out a paper copy with the water bill. Also have a paper copy at the Village Hall for those who do not have computer access or do not receive an individual water bill. Discussed ways to advertise the survey and get the response we are looking for – at least 10%. Suggestions – press releases, notice in the water bill in advance of the survey being sent. Ciro Centrangelo will call the other villages and cities to see how they dispersed their surveys and what the response was.

New Business:

1. Promoting Richmond: Discussed community involvement:
  - a. Put out the word that the Village is looking for volunteers to organize and participate in events.
  - b. Establish events “committees” which would be composed of volunteers from the community.
  - c. Have these committees report to CDC who will then bring the event plan to the full Board.
  - d. Sponsorship from businesses for events.
2. Ordinances: Talked about going through the ordinances to see how they can be improved in conjunction with the LTPC. This will be dealt with at future meetings.

Meeting Summary/Assignments:

Committee to review the current Comprehensive Plan for discussion at the next meeting. Review the Community Survey and send comments to Scott Drabant.

LTPC next meeting will be Sept 15<sup>th</sup> at 6 pm in the Village Hall.

Motion to adjourn was made by Scott Drabant and seconded by Ram Wardanian. Motion was passed by unanimous voice vote. Meeting was adjourned at 8:20pm.

Minutes by Debbie Tiritilli