

Comprehensive Plan Work Group
Town of North Dansville & Village of Dansville
14 Clara Barton Street
Dansville, NY 14437

Minutes for Monday, July 21, 2025

Meeting was called to order by Nancy Nice at 6:00pm

Work Group members:	Chairperson, Nancy Nice (Planning Board)	Present
	Co-Chair, Quinn Golden (Community)	Present
	Katie Infantino, Secretary (Planning Board)	Present
	Ann Lafford (Community)	Absent
	Karen Schleyer (ZBA)	Absent
	Marcia Miller (Community)	Absent
	Chuck Infantino (ZBA)	Present
	Susan DeMuth (Community)	Present
	Kathy Button (Village Board)	Present
	Jeff Weidrick (Village Board)	Absent
	Bob Infantino (Town Board)	Present
	David Luce (Town Board)	Present
	Jared Bridge (Planning Board)	Absent

Guests: Jessica Geary, MRB; Jeff Cappello

Minutes: A motion was made by Quinn Golden to accept the June 16, 2025 minutes with the corrected date at the top. **2nd by** Bob Infantino. No discussion. All in favor 8 AYE, 0 NAY, 0 ABSTAIN, **motion passed.**

New Business

Grant Process - Jessica Geary, MRB Grant Consultant

- A consultant will guide the municipality through the grant process.
- The grant is a 90%/10% grant. Livingston County would match ½ of the 10% after the grant is received, the Town and Village would be responsible for the other half.
- Jessica said they will write the grant application that will allow us to get a consultant to assist in the writing of the comprehensive plan.
- The Comprehensive Plan must include **Smart Growth Principles**. They include: (AI Overview)
 - Mixed Land Uses - Integrating residential, commercial, and recreational areas to reduce the need for long commutes and promote walkability.
 - Compact development - Prioritizing development in existing urban centers and along transit corridors to make efficient use of infrastructure and resources,
 - Range of housing - Providing diverse housing options to meet the needs of different income levels, family sizes, and lifestyles.
 - Walkable neighborhoods- Designing streets and public spaces that encourage walking, biking, and other forms of non-motorized transportation.
 - Preserve open space- Protecting natural resources, farmland, and recreational areas from development.

- Transit-oriented development - Focusing development around transportation hubs to reduce reliance on cars.
- Strong sense of place - Creating attractive and distinctive communities with unique character and identity.
- Community collaboration - Engaging residents and stakeholders in the planning and decision-making process.
- Predictable, fair, and cost-effective development - Streamlining the development process to ensure transparency and efficiency.
- Environmental Justice - Ensuring that the benefits of smart growth are shared equitably across all communities and populations.
- The deadline for the grant application is July 31st at 4pm.
- If we are doing the leg work it would be difficult to get a grant for someone to just advise. Paying someone after the draft is done may not be possible because the work that would be eligible for reimbursement would already be done.
- The following would have to be done, with the assistance of the consultant, if we were to get the grant:
 - Public participation
 - Survey
 - Public meetings (our publicly held meetings may not meet that criteria.)
 - Presentation of plan after it's written.
 - Lay out a schedule of the time-frame for what will be discussed.
 - The Smart Growth language needs to be integrated into the plan, it can't just be added later. We will need the expertise to integrate the language.
- We will not be applying for this grant this year. We are looking at 2026.
- It is usually available every year. It opens mid May and closes July 31st.
- There are certain certifications needed to apply for the grant:
 - The municipality must be a member of the **Climate Smart Community** at the bronze level. The village is a registered member but may not have reached the bronze level. That will need to be investigated. Unsure whether the Town is registered. The bronze level means the municipality has completed certain things and submitted reports.
 - There is a question of which municipal board is responsible for submitting the reports and applying for the certifications. Sometimes it is the Planning Board, sometimes it's a collaboration between public and private entities. There needs to be a discussion.
 - Genesee Finger Lakes Regional Planning Council (GFL) will help us get to the bronze level.
 - Grants are awarded in late October.
 - The second certification they are looking for is the **AARP- Age Friendly Network**. Jessica provided us with the information. This certification offers survey opportunities for the comprehensive plan. They will also need a letter from the highest elected official from both municipalities.
- This grant is fairly competitive because they pay for 90% of it. Last year there were approximately 75 applications and 20 were awarded grants.
- What we need to become a bronze member of the Climate Smart Community and be certified with the AARP Network. Once we are members of both GFL will help us set up a portal where we can self-report what is being accomplished.
- Village Board and/or the Town Board may have to spearhead the certification processes. Village and Town should both get certified. It may be difficult to get the bronze level by the deadline this year.

- For the grant process to proceed, there needs to be a resolution from both of the municipalities MRB to work on their behalf.
- Jessica said that there would be no reimbursement for work that is completed outside of receiving the grant.
- The AARP program as well as the Climate Smart Community program would provide us with a total of 4 points toward any grants that we would apply for. These are necessary to be successful.
- There was a question about who would be responsible for the process of becoming part of each of these programs. Jessica said that the Genesee Finger Lakes Regional Planning Council (GFL) could help us with that and it's usually the village or town clerk who would help collect the paperwork to submit.
- The CPWG can begin to write or outline the plan but the language really needs to be integrated into the plan during the writing process.
- Quinn asked who MRB worked with on their comprehensive plans. Jessica said she is new and would get that information for us.
- Jessica said there is a way to keep it local, but also to integrate a consultant to help with the language necessary to obtain grants in the future. It usually takes 3 years from the time the grant is awarded.
- Kathy Button reported that St. Patrick's/Assembly of God will be taken down in the next few weeks and the village will be responsible for the cost.
- Jessica provided us with a copy of the application. I will make copies for everyone on the CPWG

Draft Writing Committee

- This committee met for the first time before the CPWG meeting.

August meeting

- Laurie Bennett will be presenting her grant consultant information.
- We need to get her the Wifi password from Jessica Nolan, Village Clerk.
- We will begin discussing housing at the next meeting.
- We would like to invite the following to participate in these discussions:
 - Air B & B owners
 - Realtors
 - Hospital - needs for doctors, staff, patients, etc.
 - School - needs for students and staff
 - Developers- what obstacles do they face and what resources do they need
- If anyone else can think of organizations or people that need to be part of this conversation, please contact Katie Infantino.

Next Meeting: August 18, 2025 at 6PM in the North Dansville Town Hall.

Motion by Quinn Golden to adjourn, 2nd by Bob Infantino. All in favor 8 AYE, 0 NAY, 0 . Meeting adjourned at 6:45pm

Respectfully Submitted,

Katie Infantino, Secretary Comprehensive Plan Work Group (CPWG)