

**Steering Committee Interview Session
Joint Comprehensive Plan for Town of Chautauqua and Village of Mayville
Carlson Community Center
Lakeside Park
Mayville, N.Y.**

January 23, 2024, 12:45 P.M.

Present: Pat Appelbe; Russell Boehner; Tom Carlson; Scott Cummings, Chairman; Tim Hull; Julie Lescynski; Mary Schiller; Sharon Smead; Mark Smith, Co-Chairman; Rick Syper

Absent Members: Jessica Emhardt; Sorena Gillkinson; Dan Roush; Zach Stahlsmith

Others Present: Ken Burnett, Town Councilman; Norma Cummings; Don McCord, Small Town Planning

This was not a regular meeting; it was a gathering of Steering Committee Members to interview the four chosen planning companies who had submitted proposals to develop our Joint Comprehensive Plan. The interviews were held giving each firm 20 minutes for their presentation followed by 25 minutes to answer questions from the committee. Norma Cummings noted highlights from each interview and the responses to our questions, attached.

Following the interviews, the Steering Committee members and Don McCord discussed their thoughts, observations, and concerns regarding each firm resulting in the following ranking of the firms:

- #1 Pashek
- #2 Ingalls
- #3 Colliers
- #4 Wendel

This determination will be forwarded to the Town Board members for their February meeting when they will be asked to approve this recommendation.

At this point we still have not received the Smart Growth contract from New York State but Melissa Keller, NYS Department of State, has assured Scott Cummings that she is attempting to move this along. Once that document is received and if the Town has approved our choice, we can contract with Pashek.

The committee members disbanded at 6:45 p.m.

Respectfully submitted,
Sharon M. Smead

