Town of Willsboro Comprehensive Plan Steering Committee

August 14&15, 2009

Community Workshops

Final Report

Prepared in collaboration with the Comprehensive Plan Steering Committee and Sue Prudhomme, Citizen Volunteer.

By Ann Ruzow Holland,

Ph.D. Candidate Antioch University and Community Planning Advisor

Willsboro, New York

September 15, 2009

“This document was prepared for the New York State Department of State with funds provided under Title 11 of the Environmental Protection Fund.”
Summary and Purpose

On a Friday evening and Saturday morning in mid-August, the Steering Committee sponsoring the development of the Town of Willsboro Comprehensive Plan hosted two “listening” sessions for the citizenry of Willsboro. The timing and date of the workshops were scheduled to encourage participation by the seasonal as well as year round residents. Two exact versions of the workshop were offered so that optimal attendance might occur.

The purpose of the workshops was to obtain anecdotal information from the general public on natural and cultural conditions existing within the township from the direct sources of its citizens. In order to promote dialogue and expression of concerns about conditions of existing resources, five straw-man questions (attached) were framed by the Steering Committee. As one of several planned methods to collect data and feedback on existing conditions, preferences, issues and concerns of the citizenry, the information from these sessions will be used to help inform the data profiling, indicators, and recommendations made by the Steering Committee.

On Friday Aug. 14th we had twenty-three guest participants and five steering committee/agency representatives. On Saturday Aug. 15th we had thirty-two guests and eight committee/agency representatives.

Methods

Meeting notification efforts included print, cable, web, word of mouth, church notices, direct email and other forms of local advertisement. There never seems to be a sufficient amount of notification or distribution, regardless of the amount provided. The attendees suggested more advertising.

In order to staff the event, the Steering Committee recruited from its membership and volunteer base a group willing to act as scribes and facilitators. Thus, this event also provided an opportunity for the larger volunteer base to aide in the information gathering process. The committee’s advisor conducted two facilitator and scribe trainings so that small group activities met basic training standards (or better), based upon individual facilitators’ experience. Participants were organized in four and six small groups respectively on Friday and Saturday. Overall, there was a significant investment of time and energy by the volunteers both in the training and in the management of the workshops. There was discussion on how to utilize this investment of training and experience for future workshops.

Meeting logistics were arranged by Steering Committee member-volunteers, Bill McClay, Patty Schwenkner and George Sayward, who provided for the meeting location and refreshments.
respectively. The air conditioning and room arrangements were very complimentary to the meeting mechanics. The refreshments were excellent as was the local cheese.

An hourglass meeting model was employed. Large group followed by intense small group work, then a subsequent “on your feet” activity, culminating in a group keynote was utilized. This process kept volunteer staff and attendees active and moving quickly during and between each section of the activities, while for the participants it enabled intimate dialogue, reflection and opportunity for cross-pollination between social groups that did not normally meet. The feedback from the participants on their experience at the sessions was that the opportunity to speak and to listen was excellent.

Data collection was achieved by the scribes note taking at each table on poster sized post-it note pads. These large notes were then posted on walls around the room, for all participants to read the comments from each table and then participate in the trending exercise. When the small group time was over and all tables’ notes posted, a “dot” exercise was employed to determine any trending.

Following the event, all information was transcribed as raw data to an excel spreadsheet by Susan Prudhomme, Citizen Volunteer. Approximately 340 comments were received and compiled. A focused coding method (attached) was applied three times by Marty Stratton, Steering Committee Member and by Ann Holland, Advisor, to the raw data in order to produce 12 themes. The 12 themes were then developed utilizing suggested topics generated by Co-Chair Bill Bardeen (attached) and ones developed by a visioning project of the Orton Family Foundation in Steamboat Springs Colorado.

The results were compiled and presented in a series of charts and tables by Sue Prudhomme, Citizen Volunteer. The data was reviewed by the Steering Committee on September 1st and particularly by the representatives who were present at the Workshops to determine the validity of the representations. The 12 themes were not lumped into smaller categories pursuant to the discussion, but left as separate categories. The Steering Committee agreed to the release of the data in its current form.

Conclusions

Feedback from the community has been very positive about the workshops as evidenced by the comments provided below. In spite of the title, “Listening Sessions,” citizens attending did not expect that they would be the source of information or that the focus would be on the substance of their comments, dialogues and discussions.
The Listening Sessions served multiple purposes. It provided a forum for the gathering of data, which led to the development of themes, which in turn will serve the Steering Committee’s efforts towards a Comprehensive Plan. Another valuable purpose was that the Sessions appear to have enlivened citizen’s interest, future participation and realization that they have a voice in their town. The citizens were able to gather information themselves, by hearing the different perspectives from their peers.

Comments from participants:

“Fascinating. This is fascinating.” Cindy Pytlak

“There was value of interacting with strangers.” Murray Shor

“I have a new way of looking at things.” Barb Paye

“It was interesting to see the similar interests, that we are on the same page as a community.” Robin Pierce

“I commend the group. Am gratified that we share the same concern.” Laura Smith

“Meeting and structure perfect. Good reinforcement of community spirit.” Kathy Reinhardt “Great process-really great. There are people on the same team: farm, youth, and small town.”

“I will take this with me wherever I go.” Janice Allen

“Appreciated concerns about the river. Fantastic process for the river.” Julie Martin

Attachments:

Agenda and Straw-Man Questions

Co-Chair Bardeen’s Themes

Results
Willsboro Comprehensive Plan Steering Committee  Summer Community Listening Session

Agenda, Workshop Questions & Fact Sheet

Friday, August 14, 6:30-9:30 PM  Saturday, August 15, 9:00 AM-12:00 AM Commonwealth Fashions Cafeteria, 39 Myers Way just off of Route 22, Willsboro, New York

First Half Hour  Introduction & Welcome

Next Hour  Small Group Round-Table Discussion of Straw-Man Questions

Next 20 Minutes  Break  Scribes Post Table Results

Attendees walk around and review results

Half Hour  Clarification/Discussion of Posted Issues and conditions

Rank top 5 existing conditions, issues and concerns

Final Half Hour  Discussion  Q&A

Adjourn

Goals for this workshop:

• To obtain input from community on existing community conditions, including: overall development patterns, property development, shoreline and water quality impacts, farmland and hamlet conditions.
• To hear directly from the residents their primary issues and concerns.
• To give an update on the upcoming community survey.
• To provide a periodic update to the community on the plan process.

Straw Man Questions for Small Group Work:

1. In what ways is Willsboro different (physically, economically and culturally) than it was five years ago? Ten years ago? How do you feel about these differences?

2. As the community continues to grow, I would be concerned if we lost ____________.

3. Please identify one issue about the way land is used or developed in Willsboro that you are most concerned about ________________.

4. Please identify one issue about the way lakes, rivers and ponds are used in Willsboro that you are most concerned about ________________.

5. Please tell us about land use, economic, or cultural issues that you are most concerned about in the community:

“This handout was prepared for the New York State Department of State with funds provided under Title 11 of the Environmental Protection Fund.”
The Town of Willsboro faces many challenges in regard to promoting growth, preserving water front and protecting the rural character of our community. The members of the Town of Willsboro Comprehensive Plan Steering Committee are in the early stages of developing a Comprehensive Land Use Plan for the Town of Willsboro. The last time Willsboro prepared a Comprehensive Plan update was in 1977. A town Comprehensive Plan is a written document that, at a minimum, is prepared according to New York State Town Law, section 272-a. The Plan identifies the goals, objectives, principles, guidelines, policies, standards, devices and instruments for the immediate and long-range protection, enhancement, growth and development of the Town of Willsboro. The Comprehensive Plan update will provide regulatory and non-regulatory recommendations and guidance to the Town as it moves forward with: 1) revisions to its land use regulations and administrative procedures 2) capital investments planning and programs 3) grant application development.

In New York State and throughout the United States, most Comprehensive Plans are prepared by a Citizen Advisory Committee appointed by the Town Board pursuant to New York Town Law. Such committees are composed of a diverse representation of the community (and include representation from the Planning, Zoning and Town Boards). The Willsboro Comprehensive Plan Steering Committee met four times since their appointment in April, plus numerous working group meetings. They meet on the first Tuesday of each month at 7:00 PM at the Town of Willsboro offices. The public is encouraged to attend.

The Steering Committee will take what they learn from these workshops and use the information in combination with other data to draw conclusions and make recommendations. The data drawn from a community survey, focus groups, community meetings, subject matter experts and including statistical data will be analyzed. The Committee will be finishing up several projects before launching into the next phase of their work over the fall. A review of existing community planning and revitalization initiatives is underway. A community survey has been drafted and is expected to be distributed in the early fall. This meeting is the first of a series of community forums. The summer series are listening sessions on existing community issues. With the fall weather will come additional profiling and inventory work on the existing natural and cultural features of Willsboro. The Steering Committee’s work will include data collection and key informant interviews, mapping, demographics and economic trending, completing a visual inventory and the survey. It will be a busy time for all who wish to be engaged in the process.

FOR FURTHER INFORMATION EMAIL: willsboroplan@willsborony.com
Willsboro Comprehensive Plan Steering Committee, C/O Town of Willsboro, 5 Farrell Road, Willsboro, NY 12996

The Members of the Town of Willsboro Comprehensive Plan Steering Committee are:

Bill Bardeen, Co-Chair                     John Oliver, Co-Chair                     Gretchen Boardman
Steve Benway                               Mark Bonfey                              Doug Ferris
Tommy Gilliland                           Anne Lincoln                             George Sayward
Patty Schwenkner                          Ed Smith                                Marty Stratton
Lori Lincoln-Spooner                      Phil Corell                              Edna Coonrod
Josh Bridge                               Ben Rowe

As well as our many Agency and Organizational Partners

General Information, Steering Committee Monthly meeting minutes, copies of the 1977 Willsboro Comprehensive Plan, etc, can be found at: www.willsborony.com/plan

Ann Ruzow Holland, Consultant, 135 Sabousin Drive, Willsboro, New York 12996
P. 518-963-7096  F.518-963-8842  Email: aholland@willex.com
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<tr>
<th>DESIRES/NEEDS/TRENDS</th>
<th>ISSUES/THREATS</th>
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<tr>
<td>Small Town Atmosphere</td>
<td>Long Term Growth</td>
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<tr>
<td>Town Center Appearance</td>
<td>Capital Availability</td>
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<tr>
<td>Rural Economy</td>
<td>Declining Number of Farms</td>
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<td>Vistas</td>
<td>Maintaining Open Spaces</td>
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<td>Waterfront Land Values</td>
<td>Tax Burdens on Fixed Income Taxpayers</td>
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<td>Tourism</td>
<td>Seasonal Job Market Senior</td>
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<td>Citizen Services</td>
<td>Capital Availability</td>
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<td>Recreational Opportunities</td>
<td>School &amp; River Underutilized</td>
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<td>Health Care Services</td>
<td>Maintaining Local Medical Presence</td>
</tr>
<tr>
<td>Water Quality</td>
<td>Waste Disposal &amp; Invasive Species</td>
</tr>
</tbody>
</table>
Focused Coding Methods*

1. First, you’ll want to use a table to organize what you do in the following steps. Have one column for the text of your transcript (with rows for blocks of text, typically one block = a response to one question), and one for focused codes. Have a column for notes, too. Whenever you notice something interesting or significant about the process, jot it down a note.

2. Do a focused coding of each line of responses. As you do this, pay attention to whether or how this attention to fine detail pushes you to see the data in a new way or to notice things you hadn’t before. Identify the categories (basically more abstract codes that apply to multiple specific, descriptive codes) that stand out as most important to the questions you are asking with your questions.

3. Once all the coding is done identify a couple of categories that occur repeatedly in your data and write theoretical memos on these—again, as described by Charmaz. The point of the memo is to compare the multiple incidences of the category and thereby flesh it out and refine its definition. If the comparison shows significant differences you may want to create a new category. If you don’t have any repeating categories, look for some that are similar and see if it makes sense to combine them—working through that question would be memo material, also.

4. Write up a summary of the process: what worked well or less well, what you learned, what you would do different next time, etc.

*Adapted from October, 2007 Antioch Course on Research Strategies II: Coding Exercise and several different approaches to coding in the readings by Charmaz, Miles and Huberman, and Kvale.

Kvale, Steinar. 1996. “The interview situation.” In InterViews: An Introduction to Qualitative Research Interviewing, 124-143


Miles and Huberman. 1994. “Codes and coding,” etc. In Qualitative Data Analysis, 55-77.

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AUGUST 2009 COMMUNITY WORKSHOPS RESULTS/THEMES

Agriculture and open space concerns, critical open space hot spots

farmers market
education concerning easements for opportunities for farming
utilize Cornell-Baker farm
farm land - open spaces
open space/farmland
small family farms
subdivision of farm land
continue and encourage all types of farms
farming role
create incentives to maintain farms - like csas
preservation of open space/farmland
preservation of view sheds
farmland
assisting farming
fewer farms
open and wooded space, rural environment
hamlet feel, rural feel
scenic vistas
Lilly property
open space
keep the farmers!
farms = jobs
keep open land
save open spaces on Willsboro Point and additional key areas in town
loss of farmland
preserve/strengthen agricultural practices
loss of family farm

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Buying local and supporting/celebrating local services

good - new school
Visitor's Center (new)
School (new)
rehab of "bowling alley" property
long-term storage building
Old Adirondack (New)
historical society +
visitor center
school system +
recent improvements +
Noblewood Park
existing businesses like pharmacy, gas station, IGA, hardware store
Smith House/healthcare facilities
Post office
IGA/Shurfine
Smith House
post office
good new school, lack of use off school hours
new school
positive results from Smith House, Visitor Center, public school, Noblewood on community
businesses - i.e. drug store, grocery store
post office
restaurants
pharmacy
IGA - Country Store - Meat Market
Golf Course
Hardware Store
Bank
Poko-MacCready Camps
cable TV
library
businesses
churches
Smith House
Drs & Dentist
Vol. fire - rescue - First Responder
restaurants
bowling alley
gas stations
grocery store
health facility and/or private physicians
keeping small family businesses
buying local, supporting local businesses
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Changing Demographics
concern for DVICIVENESS - born here/move here
cultural change - drama club
change in demographics - young people leaving - becoming retirement community
youth of community
seasonal residents - impact on local economy
three different communities - Point - Town - Farms
how do taxes drive development
tourism drives economics for demand for lakefront properties which raises value
expense of the school
community involvement
loss of young people in community
Loss of cultural resources - ARCM, CVFS, Historical Society, Meadowmount, Essex Theatre Company, Depot Theatre, Bouquet increasing population?
we have an aging population
there is a greater spread in the socio-economic levels in the town
increased development since 9/11
more people work from home - internet
maintaining affordability - taxes, housing costs
losing young people => not enough jobs
affordable housing (loss of)
summer residence vs. year round residents
affordable cultural entertainment
Willsboro not meeting potential
variety in shopping
year round vs. seasonal residents
pricing locals out
26
Concerns with Clean Water and Water Quality

water quality declining - clarity - marine growth

Quality Water
lost of water quality
inadequate septic on Willsboro Point and Long Pond - particularly older systems
water quality
deteriorating quality on lake, bay, river, Long Pond (invasive species - zebra mussels - cormorants - geese on Long Pond
being the water supply the concern is to keep water unpolluted
septic systems
environmentally conscious septic
town sewer on point
water pollution
2-cycle engines (gas/oil mix)
bilge on boats
people need to be more responsible about how they use water
water pollution - invasive water species
sewer drainage into lake and river
proper septic systems to protect quality of lake - monitored/enforced
inadequate sewer disposal
boat pollution in Willsboro Bay
septic on water (Tight Tanks {leech field free}) why aren't they monitored?
there is great concern about pollution of the town's water supply (from septic problems, farm land, run off and horse pasture)
sewer waste and pollution
storm water runoff
erosion of river banks

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Cross-Cutting/Hot Button, High Profile Land Use Regulatory Issues

city center is expanding
vast increase in residential properties
affordable housing
regulation of rundown and unused property
connecting old town and new town
more comprehensive zoning (i.e. height of structures) enforce zoning
be sure boards follow regulations
expansion of town - core - town hall - pharmacy (new) - post office - senior citizen housing - use of old school
town-core expanding on Route 22
rehabbing homes in town
low-modest traffic flow
present density of homes + size
development of undersized lots
legacy camps
affordable living
residential vs. commercial development on Point
balance in development
replacing small seasonal camps with large, year round homes
future of undeveloped interior Point
current regulatory program is effective - must maintain overbuilding
on small lots - negative visual impact - septic impact discourage
landscape blight = maintenance/appearance of properties vacant
buildings
zoning and planning and enforcement
increased boaters on Willsboro Bay - disrespectful
noise abatement program - unreasonably loud - boats, pwc's, sea planes
aggressively implement the plan once it is created
upkeep of properties
real estate prices
"rundown town"
business have to spend a great deal of the time (in some cases) to get a zoning change
conversion of summer residents to year-round residents
control of property rights - balance with rules and rights
ability as business land owners to continue doing what we are doing
upkeep of prominently located properties i.e. how close to road can you store junk - how many vehicles on property
the growth of marinas
commercial land becoming residential
the Point s nearly fully developed
condo development
over development
have clear, consistent and reasonable plan for the future
maintenance of existing structures
boat traffic, population - in the 'Boro
overdevelopment
Downtown/Main Street needs attention
downtown appearance less attractive
center of town changed and changing
downtown more shops, restaurants, cultural
restoration of old mill
center about old school concern
about old gristmill deteriorating of
down town properties
downtown revitalization - mill, main street
school moving
no vision for commercial area
no central downtown
downtown converting into apartment units
need car - can't walk to all shopping
street scape at downtown
downtown identity
15
Environmental Pollution (other than water) and concern for Biodiversity and habitat preservation
impact on lake - landscaping
loss of wooded/shoreline
rural nature
loss of hunting property
keep good balance of environment
density of development on shoreline
aquatic invasion of invasive plants
keeping lake "as is"
promote fish ladder
loss of shoreline habitat due to tear down (homes, lawns, etc.)
shoreline elevations
walls
invasive species - Eurasian water milfoil, zebra mussels
cormorants
impact on fisheries
zebra mussels
cooperation between Vermont and New York
financial assistance for programs for environmental improvements
Nature Conservatory restrictions, more flexibility
air quality
must address problem of clear cutting of properties without replanting - eye sores!!
invasive species - fish, plants, birds, zebra mussels
invasive species (milfoil, zebra mussels)
effectiveness of fish ladder
24
More growth and diversity of business base
need for Community Development Fund
attracting small business
infrastructure - groceries, health care, school
development corp. support
improve technology attract small business owners
employment opportunities
lost ground with technology development specifically internet
lack of development
business development
job creation
distance to get consumer goods on Point
grocery store at IBM (Indian Bay Marina)
Industrial Park underway
viability of community for young families
economic plan for attracting business to area
encourage appropriate use of existing structures - i.e. Mountain View, Ashline
encourage of youth service and learning programs with employment
people on waterstructure of roads to encourage growth for both industry and home ownership
re-establish railroad service
encourage small industries
lack of up-to-date technology
expand internet cable service and wireless - Verizon
generating year round business
economic stimulus
enough jobs
keep industrialized building in Ind park
development of old school
tons of commercial and residential potential - lack of advertisement, tourism opportunities
public access to water ways - natural resources - awareness - daytrip populations
increased and efficient infrastructure to draw business
economic diversity of companies
lack tourist attractions
32
Pattern and diversity of businesses (including agribusiness) in decline
concern for farming/industry in decline
economic base deteriorating
lose youth who leave for jobs
town less sustaining
decrease in businesses downtown
economic status-quo
struggling small businesses - IGA
loss of employment
young people leaving, no jobs
0 businesses
basic services/commodities (IGA, Pharmacy, etc.)
loss of small, local businesses
few jobs are available for residents
less commercial
more empty buildings
lack of employment opportunities
16
Small-town, Open Country, Scenery, and Rural feel
lose serenity in country or by water
sense of community
Quality Life
Rural Character
dark night sky due to lighting
scale of character and housing
small town feel
Small town feel
Small town community
keep rural character but not overcrowding - but smaller lots for building in some bigger lots
balance between uses of land
preserve rural character
town pride. community pride
town image
promote rural charm
rural charm
aesthetically pleasing with town appearance
friendliness at the 'Boro
maintain the character as it is (quiet and serene) in some areas i.e. Long Pond
sense of community (school + church - etc. work together)
small town atmosphere
do not want high rise building in town
the aesthetes of some present buildings and land use
change in character/fabric of community
community spirit
25
Status and condition of cultural/recreation facilities and services
appreciation of culture
need for school to be more user-friendly - after hour use
lack of community meeting space
river walk
advertise our water areas to attract tourism
better management of public access and use of waterways
new school used more for cultural activities
youth activities
school serving other purposes off hours
Noblewood Park
safe bikeways (Point to downtown, Route 22)
cross-country ski trails
recreation activities for youth and adults
cultural improvements - support of arts
recreational areas
golf course - accessible/re: commercial
library/cultural
4th of July celebration
walking path on river, use of river
make better business and recreational use of the Bouquet River banks
losing public access to the water
river walk
bike bath along river
youth entertainment and activities
there should be greater recreational facilities such as a social center, tennis courts, bike trails (along the south river bank)
preserving cultural resources such as library and theatre
cultural diversity (maintain)
open spaces for activities
public access to water
29
Town Government issues and services
utilize river for hydro energy
property values and assessments
loss of community services
become unaffordable to live here - assessments/taxes
seeking partnership for existing programs and grants
taxes
lack of/ expansion of town water/sewer
get rid of burn barrels
Utilize river for hydro energy
boating right in front of camps at lower Willsboro Bay
potential down town flooding in spring
question necessity of dam on river
no wake zones around key utilize areas and posting of speed limits within areas
jet skis on bay
sea plane noise
Taxes - based on inflated values w/ greater assessments on water properties
APA regulations stifle industrial development
community watch
safety of downtown
town services working together
transportation services (lack of) to Plattsburgh, downtown, etc.
increased regulations in the park (APA) negative
lack of water service in certain areas
need for additional senior citizen housing
safety, crime
if we got a traffic light
property lost to tax-exempt status
like restriction of no motors on Lon Pond
jet skis on Willsboro Bay (noise pollution)
is the treatment plant large enough to handle current and future use?
use of dam
assessments - comparable
taxes - two-tiered - seasonal vs. year round
33
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<td>need for additional senior citizen housing</td>
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<td>keep the farmers!</td>
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<td>water pollution</td>
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<td>become unaffordable to live here - assessments/taxes</td>
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<td>pricing locals out</td>
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<td>save open spaces on Willsboro Point and additional key areas in town</td>
<td>2</td>
</tr>
<tr>
<td>Comments</td>
<td>Dots</td>
</tr>
<tr>
<td>-------------------------------------------------------------------------</td>
<td>------</td>
</tr>
<tr>
<td>sewer waste and pollution</td>
<td>2</td>
</tr>
<tr>
<td>small town feel</td>
<td>2</td>
</tr>
<tr>
<td>upkeep of prominently located properties i.e. how close to road can you store junk - how many vehicles on property</td>
<td>2</td>
</tr>
<tr>
<td>affordable living</td>
<td>1</td>
</tr>
<tr>
<td>APA regulations stifle industrial development</td>
<td>1</td>
</tr>
<tr>
<td>better management of public access and use of waterways</td>
<td>1</td>
</tr>
<tr>
<td>boat traffic, population - in the 'Boro</td>
<td>1</td>
</tr>
<tr>
<td>boating right in front of camps at lower Willsboro Bay</td>
<td>1</td>
</tr>
<tr>
<td>buying local, supporting local businesses</td>
<td>1</td>
</tr>
<tr>
<td>community involvement</td>
<td>1</td>
</tr>
<tr>
<td>continue and encourage all types of farms</td>
<td>1</td>
</tr>
<tr>
<td>cooperation between Vermont and New York</td>
<td>1</td>
</tr>
<tr>
<td>create incentives to maintain farms - like csa's</td>
<td>1</td>
</tr>
<tr>
<td>dark night sky due to lighting</td>
<td>1</td>
</tr>
<tr>
<td>downtown more shops, restaurants, cultural</td>
<td>1</td>
</tr>
<tr>
<td>economic plan for attracting business to area</td>
<td>1</td>
</tr>
<tr>
<td>encourage of youth service and learning programs with employment</td>
<td>1</td>
</tr>
<tr>
<td>expansion of town - core - town hall - pharmacy (new) - post office - senior citizen housing - use of old school</td>
<td>1</td>
</tr>
<tr>
<td>farms = jobs</td>
<td>1</td>
</tr>
<tr>
<td>few jobs are available for residents</td>
<td>1</td>
</tr>
<tr>
<td>have clear, consistent and reasonable plan for the future</td>
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</tr>
<tr>
<td>inadequate septic on Willsboro Point and Long Pond - particularly older systems</td>
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</tr>
<tr>
<td>inadequate sewer disposal</td>
<td>1</td>
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<tr>
<td>invasive species (milfoil, zebra mussels)</td>
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<tr>
<td>losing public access to the water</td>
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</tr>
<tr>
<td>loss o farmland</td>
<td>1</td>
</tr>
<tr>
<td>loss of family farm</td>
<td>1</td>
</tr>
<tr>
<td>loss of shoreline habitat due to tear down (homes, lawns, etc.)</td>
<td>1</td>
</tr>
<tr>
<td>maintain the character as it is (quiet and serene) in some areas i.e. Long Pond</td>
<td>1</td>
</tr>
<tr>
<td>Make better business and recreational use of the Bouquet River banks</td>
<td>1</td>
</tr>
<tr>
<td>More people work from home - internet</td>
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</tr>
<tr>
<td>Need for school to be more user-friendly - after hour use</td>
<td>1</td>
</tr>
<tr>
<td>No vision for commercial area</td>
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</tr>
<tr>
<td>Open and wooded space, rural environment</td>
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</tr>
<tr>
<td>Open space/farmland</td>
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</tr>
<tr>
<td>Open spaces for activities</td>
<td>1</td>
</tr>
<tr>
<td>Poke-MacCready Camps</td>
<td>1</td>
</tr>
<tr>
<td>Over development</td>
<td>1</td>
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<tr>
<td>Overdevelopment</td>
<td>1</td>
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<tr>
<td>Comments</td>
<td>Dots</td>
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<tr>
<td>-------------------------------------------------------------------------</td>
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<tr>
<td>positive results from Smith House, Visitor Center, public school, Noblewood on community</td>
<td>1</td>
</tr>
<tr>
<td>recreational areas</td>
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</tr>
<tr>
<td>rehabbing homes in town</td>
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</tr>
<tr>
<td>replacing small seasonal camps with large, year round homes</td>
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<tr>
<td>river walk</td>
<td>1</td>
</tr>
<tr>
<td>rural charm</td>
<td>1</td>
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<tr>
<td>scenic vistas</td>
<td>1</td>
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<tr>
<td>sense of community (school + church - etc. work together)</td>
<td>1</td>
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<tr>
<td>septic on water (Tight Tanks {leech field free}) why aren't they monitored?</td>
<td>1</td>
</tr>
<tr>
<td>sewer drainage into lake and river</td>
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</tr>
<tr>
<td>struggling small businesses - IGA</td>
<td>1</td>
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<tr>
<td>subdivision of farm land</td>
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<tr>
<td>there is a greater spread in the socio-economic levels in the town</td>
<td>1</td>
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<tr>
<td>town pride. community pride</td>
<td>1</td>
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<tr>
<td>town services working together</td>
<td>1</td>
</tr>
<tr>
<td>utilize Cornell-Baker farm</td>
<td>1</td>
</tr>
<tr>
<td>viability of community for young families</td>
<td>1</td>
</tr>
<tr>
<td>walking path on river, use of river</td>
<td>1</td>
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<tr>
<td>water pollution - invasive water species</td>
<td>1</td>
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<tr>
<td>water quality declining - clarity - marine growth</td>
<td>1</td>
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<tr>
<td>we have an aging population</td>
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</tr>
</tbody>
</table>
Focused Coding

Adapted from October, 2007 Research Strategies II: Coding Exercise and several different approaches to coding in the readings by Charmaz, Miles and Huberman, and Kvale.

1. First, you’ll want to use a table to organize what you do in the following steps. Have one column for the text of your transcript (with rows for blocks of text, typically one block = a response to one question), and one for focused codes. Have a column for notes, too. Whenever you notice something interesting or significant about the process, jot it down a note.

2. Do a focused coding of each line of responses. As you do this, pay attention to whether or how this attention to fine detail pushes you to see the data in a new way or to notice things you hadn’t before. Identify the categories (basically more abstract codes that apply to multiple specific, descriptive codes) that stand out as most important to the questions you are asking with your questions.

3. Once all the coding is done, identify a couple of categories that occur repeatedly in your data and write theoretical memos on these—again, as described by Charmaz. The point of the memo is to compare the multiple incidences of the category and thereby flesh it out and refine it’s definition. If the comparison shows significant differences you may want to create a new category. If you don’t have any repeating categories, look for some that are similar and see if it makes sense to combine them—working through that question would be memo material, also.

4. Write up a summary of the process: what worked well or less well, what you learned, what you would do different next time, etc.

(Note that this is quite similar to Kvale’s description and illustration of “meaning condensation” on pp. 193-195. That example just skips the line-by-line step, and then proceeds on p. 196 to reassemble the codes to condense the overall meaning of the text.)

Kvale, Steinar. 1996. “The interview situation.” In InterViews: An Introduction to Qualitative Research Interviewing, 124-143
