

## **Newfield Planning Board Meeting Minutes**

April 17, 2013

### **In Attendance:**

- Planning Board: Nancy Dolge (Chair), Gary Goff, Randy Brown, Gene Yaples, Tony Russo
- Other: Chris Hayes (Consultant)
- Barbara Tefft, Secretary

### **Agenda Items:**

#### **Agenda Items for April 17, 2013 meeting:**

#### **Approval of Minutes**

#### **Summary of Agenda Items for April 17, 2013 meeting:**

- VOTE on Agriculture Chapter
- VOTE on Summary Goals and Objectives
- Finalize calendar for publication in the newspaper, online and community wide- Double check all dates so Nancy can reserve venues for Tues, May 1 and Tues. July 2. July 2 can also be our 1<sup>st</sup> PB meeting in July if we notify the public. We will have to meet for a while after the hearing to vote on the plan.
- Confirm the list of organizations and people to notify of the upcoming calendar of events related to the Comp Plan

**Meeting called to order, 7:10 pm, Newfield Town Hall.**

### **Minutes - Submitted by Barbara Tefft:**

#### **Approval of Minutes:**

Newfield Planning Board Minutes of April 10, 2013 – Gary motioned, Randy second - Approved.

### **Discussion: Administrative issues**

Will change order of all “overarching goals” and combine equitable security and equitable housing, food, etc goals.- For example, the collaboration goal may come first.

Nancy will follow up with Joan Jurkovich sending her the Ag. Ch. And asking that the County complete their informal review by Friday, April 26.

No negative comments from Town Board. Only Richard Driscoll and Casey Powers responded.

Discussion concerning the formatting of Objectives and actions. OK to go for second option - # with key – Chris will streamline.

Planning Board to provide digital photos to Chris ASAP of scenes that might be appropriate to include as illustrations in the Comp. Plan.

Discussion: Venues for Public Discussion and Hearing

We have reserved the Fire Hall for Tuesday, May 21 for the Public Discussion. PB agreed that 7-9:30 PM would be adequate. (Fire Hall is reserved from 6-10 to include set-up and clean-up.

PB decided to try to reserve the Fire Hall on Tuesday, July 2 for the Hearing from 7-9. Nancy will try to reserve it from 6-10 for set-up and clean-up.

### **Discussion: Agriculture**

Gene reiterated that it is important to keep history/theme of plan. History is important to community character

Need to have this # for total=34892 acres

Chris will consult with Barb about where she got some figures in the Ag. Ch.

Gene and others clarified that properties in agricultural districts do not automatically get a break. They must be in the ag district, qualify as a farming operation of a certain size, and apply. This should be clarified in the chapter.

Minor wording edits were submitted by Randy, Gary, Nancy.

Randy recommended the plan refers to the “Town of Newfield” as “We” in vision statements.

VOTE: Gene moved, Randy second – unanimous approval, with edits

Randy hopes by next Fri the Town Board will comment

### **Discussion: Calendar, Tasks and Events**

- Need to record Public Hearing
- Nancy will write publicity announcements and make the necessary contacts including articles in the Newfield News and Ithaca Journal.
- Everyone needs to get a list of acknowledgments to Chris. This includes anyone who helped us during the process in the last 5 years. This should include people you interviewed to create a chapter.
- May 1, 2013 – Site Plan Review Presentation by Chris at regular Planning Board Meeting @ 7:30
  - Chad Novelli from Caroline attending
  - Town Board also invited- Nancy will invite.
- Gary spoke with Jim Haustein about setting up an online comment mechanism for public feedback. He thought we should do it via the website. We need to use a PDF quick link and include protocol. Nancy will talk with Richard and Linda Poppleton to arrange this prior to May 8.
- Email to planning Board – Nancy was just informed that an email address was established for the Planning Board at Gmail. Nancy responded to the existing emails and would like to change it to be

consistent with the Town Board email addresses. She will discuss this with Linda Poppleton and Richard Driscoll.

- Chris emailed to all Planning Board members a Proposed Annotated Agenda as a format for the public meeting.
- Randy suggested a PPT presentation as an introduction
- Include survey results review
- Gary suggested to include the process of how the plan was created.
- Include guidelines for the meeting in the PPT intro
- Barb will call Newfield organizations to get email addresses and send invitations and announcement letter about public meetings
- All will distribute flyers

#### **Agenda for May 1, 2013 meeting**

#### **Motion to Adjourn**

**Meeting adjourned, 9:20 pm.**