

Newfield Planning Board Meeting Minutes

October 17, 2012

In Attendance:

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

Agenda Items:

- Approve minutes of October 3, 2012.
- Vote on approval of all Chapters of Resources Section
- Update Work Table
- Create list of guidelines for Town Board to follow in reviewing Plan Chapters

Randy:

- Report on progress on **Industry, Business and Hamlet** chapters
- Report on discussion with Town Board about the concept of the **Old Home Days Committee** being made an official committee of the Town rather than the existing group of private individual organizers

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

Minutes - Submitted by Barbara Tefft:

Newfield Planning Board approved with minor corrections..

Discussion and Review: Resources

Randy provided wording changes for sections of the Water Chapter, such as “encourage collaboration...” to clarify that the Action Items are recommendations, rather than mandates. Suggested adding “appoint an SMO (Storm Water Officer)”, “water tank site to be determined...”, remove Action Item “Purchase additional truck...”. Chris discussed how capital purchases are prioritized and said that they should be supported in the comprehensive plan but less specifically stated. He suggested phrasing “Consult with Water/Sewer supervisor to determine equipment and staffing requirements to meet objective 3a.”, rather than identifying and stipulating specific purchases.

Motion to Approve Final Draft of Resources Section Chapters – Randy

- People Chapter - Approved
- Cultural and Historical Resources Chapter - Approved
- Natural Areas, Geology, Wildlife Chapter - Approved
- Water/Storm Water/ Waste Water Chapter – Approved, with final edits as discussed.

Randy stated that Gene Yaples had left him a phone message stating that he wasn't able to come to this meeting but approved all Chapters in the Resources Section.

Discussion: Resources Section Presentation to the Newfield Town Board

Randy said he met with Town Supervisor Richard Driscoll regarding how to present the Plan to the Newfield Town Board with a deadline for their comment. Chris will assemble the Resources Chapters, including an Introduction and Title Page, and send the file to Secretary Barbara Tefft to have 5 copies printed. Chris mentioned that he sent an .xl file with a Goals chart and he thinks it might be valuable to look at consolidating the Plan Goals in the presentation.

The Newfield Town Board requested submission of a Budget for the Planning Board for 2013. Discussion on what next steps need to be taken and potential costs included:

- Printing of X number of hardcopies of completed Draft document to be made available for public review.
- Advertise to the public that the Plan is available for review, possibly using various media such as:
 - Newspapers – FLC papers
 - PSA radio
 - Penny Saver
 - Articles in newspapers
 - Public meetings – research requirements

NOTE: Chris needs to submit a current bill for his services in 2012.

Chris outlined a workable process:

1. Initial PowerPoint/Q+A to introduce plan to community.
2. A two-week comment period, community comments accepted.
3. Second public meeting with activities to "survey" priorities and solicit feedback.
4. Final edits, vote to approve plan.
5. Submit to Town Board (They then also have to vote on it in a public hearing.)
6. Chris recommends the Planning Board have the County informally review the plan prior to submission to the County for final approval.
7. Plan is shipped to the county for final approval.

New Business:**Work Table Updates:**

Services Section

- Municipal: Chris needs to come to the Newfield Town Hall to get elect info. Will update on Nov 7.

- Communication: Nearly complete, Randy has comments to add. Final comments by Nov 7 to Nancy
- Human Services:
 - Education – Chris, Randy and Nancy will meet Tuesday October 23, 2012 to discuss and edit this section. Will provide update at Nov 7 meeting.
 - Child Care – Sylvia Allinger – Chris to send her template. Sylvia said she could complete in Nov.
 - Adult Care – Need volunteer. Barb will Contact Carol Mallison, and if she is willing, have her contact Ray Wheaton to prevent overlap.

Energy Section:

- Eva had added text in editing. Will discuss editing with Gary and Nancy offered to edit if he can't.

Goals:

- Get Services Chapter completed by December 5, 2012 for final comments from Planning Board members and vote on approval on December 19, 2012.
- Economic Development final edits by January 2, 2013

Summary of Agenda Items for November 7, 2012 meeting:

- Invite Carol Mallison and Sylvia Allinger to attend the beginning of the meeting for guidance.
- Discussion of Agriculture Chapter
- Update on Transportation Chapter – Gary
- Update on Industry Chapter – Nancy Dolge, Marie Terlizzi
- Create list of guidelines for Town Board to follow in reviewing Plan Chapters.

Motion to Adjourn

Meeting adjourned, 8:50 pm.