

Newfield Planning Board Meeting Minutes

February 19, 2014

In Attendance:

- Planning Board: Nancy Dolge (Chair), René Borgella, Jeff Golden, Tom Gerow, Tony Russo
- Barbara Tefft, Secretary
- Also in attendance: Michelle Henry

Meeting called to order, 7:04 pm, Newfield Town Hall.

Minutes of January 29, 2014:

Discussion: Minor edit

Motion: to Approve Minutes of January 29, 2014 with correction: Tom

Second: Jeff

All in Favor of Approval: Jeff, René, Nancy, Tom

Abstained: Tony

Approved: Minutes of January 29, 2014 with correction.

Old Business:

- Old desk used by Planning Board in Town Hall meeting room is gone, along with some papers and Comp Plans from other town in NY. A new cabinet is being acquired and missing papers located.
- Linda Poppleton is setting up Town email addresses for Planning Board. Allotted a maximum of 7 addresses. One is being used for plancomments@newfield.org so 6 additional addresses will be planningboardchair@, planningboardsecretary@, tgerow@, rborgella@, jgolden@, arusso@
- Nancy reviewed obligations of Planning Board members to come prepared with copies printed of Agenda and Minutes and any other necessary documents received via email, etc. Checked with Tony to confirm he can now print from his computer at home, he affirmed that he is able to print. All Planning Board members will bring their own copies to meetings.
- Nancy handed out Draft Planning Board Member Removal Policy for review at the next Planning Board meeting on March 5, 2014.
- Finger Lakes Land Trust acquired a donation of 196 acres near the northern end of the Arnot Forest on Jackson Hollow Road.
- Tompkins Co. CCE Ag Summit to be held February 26, 2014 at the Dryden VFW from 9am-12:30pm, focusing on Ag and farmland protection. Jeff volunteered to attend. He will find out if it can count as his annual training.
- Michelle Henry had expressed interest in the Town of Newfield Storm Water Management position, however, the Newfield Town Board decided not to fill this formerly paid position costing \$2,500/year. Town Board member Christine Laughlin volunteered to be the Newfield representative to the Tompkins Co. Storm Water Coalition. Angel Hinckle and Harry Wright will cover the rest of the requirements for the Town of Newfield Stormwater Management Plan.
- Barb will add "Approval of Minutes" to the agenda template and contact Chris Hayes for font to write InDesign file to DVD.

- NY Planning Federation Training Conference is to be held March 30 – April 1, 2014 in Saratoga, NY. Registration fee is \$199. Nancy will be in Saratoga at that time visiting friends and volunteered to attend.

Motion: to pay for registration fee from Planning Board funds: René

Second: Tony

Approved: Unanimously

Discussion of Member Prioritized Action Steps: #1, 20, 39, 27, 21, 14, 28, 15

At the previous Planning Board meeting, all Members were requested to review the Community Identified priority Action Steps outlined in the Plan and come prepared to identify their personal Top 3 at this meeting.

Jeff: 1, 14, 20

René: 14, 20, 1

Tom: 1, 14, 21 (also priorities: 15, 29, 8 Water/Sewer Committee)

Nancy: 1, 14, 15, (also priorities: 20)

Tony: 29, 21 Hard copy of Plan and Short Course Guide for Planning Boards not picked up from Town Hall as of yet.

- 1. (pg. 134 in Plan) **Investigate and Implement Land Use Strategies.**
- 20. (pg. 155 in Plan) **Create a Natural Areas Working Group.**
- 29. (pg. 168 in Plan) **Create a Home and Building Alliance for Home Improvement.**
- 27. (pg. 165 in Plan) **Create an Agroforestry Committee.**
- 21. (pg. 157 in Plan) **Create an Energy Plan.**
- 14. (pg. 149 in Plan) **Communication of Publicity of Newfield Programs, etc.**
- 28. (pg. 167 in Plan) **Land-lease Mobile Home Park Issues**
- 15. (pg. 150 in Plan) **Grant Funding**

Action Steps 1 and 14 each received 4 top priority votes

Action Step 20 was identified by 3 votes

Action Steps 15 and 29 were identified by 2 votes each

Nancy proposed drafting a letter to the Town Board informing of the priorities identified by the Planning Board. The Town Board is planning a joint work session with the Planning Board in March 2014.

New Business:

- Jeff Golden volunteered to be Planning Board representative to attend all Town Board meetings. He will email all Planning Board members if not able to attend a Town Board meeting so a substitute representative may attend.
- Nancy has not heard back from Jeff Hart, Town Supervisor, regarding answer to question as to whether two or more Board members gathered for a subcommittee constitutes an official meeting requiring public notification under the Open Meetings law. Jeff Hart is conferring with the Town Attorney.
- Tom suggested Nancy contact newspapers to get articles written in area newspapers, etc. to let the community know that the new Planning Board is up and running. Nancy said she did that in January and would do it again after work session with Town Board.
- Duty reminder: Planning Board members have 3 days to respond with comments to any emails such as changes to Minutes and Agendas.

- Tom suggested Nancy invite the volunteers who have indicated an interest in grant writing to attend the March 5 mtg to begin discussion on the topic. Nancy will do that ASAP.

Next Newfield Planning Board Meeting is March 5, 2014 at 7:00pm at the Newfield Town Hall.

Tom Gerow notified the Chair that he will not be able to attend this meeting.

Regular bimonthly meetings will be held on the 1st and 3rd Wednesdays of each month.

Agenda Items for next meeting:

Motion to Adjourn: Jeff

Second: Nancy

Approval: Unanimous

Meeting Adjourned: 8:57pm