

Newfield Planning Board Meeting Minutes

June 18, 2014

In Attendance:

- **Planning Board:** Nancy Dolge (Chair), Jeff Golden, René Borgella, Karen Trask
- **Absent:** Tom Gerow, with notice
- **Secretary:** Barbara Tefft
- **Also in attendance:** Keri Blakinger - Newfield News, Michelle Henry

Meeting called to order, 7:05 pm, Newfield Town Hall.

Minutes of June 4, 2014:

Discussion: Jeff added that he gave the Local Laws book to Tom

Motion to Approve: René

Second: Jeff

Abstain: Karen – not present at that meeting

Approval: Nancy, Jeff, René

Welcome to new Planning Board Member, Karen Trask

- Term ends May, 2016
- Nancy reviewed mail system for Karen
- Karen wanted to state upfront that Bob Mente, who has been seeking approval to establish a waste transfer station on his property, is a personal friend and relative of her husband, but reiterated that this relationship does not sway her opinion in the matter of the transfer station issue.
- Nancy sent email to all other Planning Board applicants thanking them for their interest and encouraging them to stay involved.

Cornell Design Connect:

- Received email regarding Cornell Design Connect application, which is due August 1, 2014. This is a great opportunity to create a detailed plan for the Hamlet.
- Design Connect application requires a \$400 match and possible donors exist who may be willing to contribute to this project.
- Discussion of possible committee members to work with Cornell Design Connect students.
- Karen will contact Mike O'Hare
- Barb will contact: Carol Mallison, Debbie Lazinsky, Randy Brown, Mary Beth Gehring, Gary Malo, Amy Hefron

Town Board Report: Nancy, Work Session June 12, 2014

- Transfer Station public hearing July 10, 2014
- Working on road ordinance
- Decision on whether or not to extend moratorium on transfer station
- Mazourek Farm agricultural easement through Tompkins County. Will keep land on tax roll and permanently in agricultural production, never to be developed. 25 acres on Test road, wetland to go into easement or give to Town to maintain as wetland, off tax roll, which is cost to Town.
- Discussion of potential for establishment of a noise ordinance

Review of Ordinances:

- Gaps in understanding use of and application of ordinances.
- Many ordinances are outdated and leave questions as to how they are being enforced
- June 26, 2014 next Town Board work session on ordinances

Land Use Strategies:

- Training, educating, learning what other towns are doing
- **Aug 20, 2014**
 - Erik Miller of Southern Tier East Regional Planning Council is presenting a workshop for the Planning Board covering Site Plan Review, Zoning and other land use strategies. He will review Newfield's Comprehensive Plan and design a targeted training session
 - Nancy has been asked if the public can attend. Under the Open Meeting Law, it has to be open to the public. However, this is a training for the Planning Board and Town Board not a public training session, so it is uncertain the amount of public participation that can take place.
 - Session will count toward required training hours for Planning Board members
 - Tompkins County Comprehensive Plan is being updated. Public meeting in Newfield at Town Hall June 24, 2014.
 - Nancy provided copies of "Creating the Community You Want" and pertinent sections of "Guide to Planning and Zoning Laws of NYS" to Planning Board members.

Administrative Business:

- Linda Poppleton to establish Planning Board email address for Karen Trask, then
- Barb to post minutes on website, remove Tony Russo contact info and replace with new member when announced. Rename all minutes and repost with consistent name format: 2014_04_06_PlanBdMins.pdf

Community Organization Meeting – Planning:

- Tuesday, **October 7, 2014** at Newfield Fire Hall, in lieu of regular Planning Board meeting.
- Nancy and René drafted an invitation and survey for review.
- Board made revisions to text wording, presenting as a "collaborative event" rather than a "meeting".
- Survey will be hardcopy only
- Kristin Black providing cookies
- Updating organization contact mailing lists – Jeff has contacted all but 4 from his list. René has contacted all but 3 on his list. Tom - ? absent.
- Nancy will send her Excel file list to René to update.
- Deadline to update contacts is Friday, June 30, 2014
- Karen Trask will print address labels.
- In order to keep this event focused on specific topics, Nancy recommended inviting municipal organizations to a gathering at a later date. Nancy will hand deliver notices to the school and Town to let them know they are being included in the process.

Task List:**Design Connect:**

- Karen Trask will contact Mike O'Hare

- Barb will contact: Carol Mallison, Debbie Lazinsky, Randy Brown, Mary Beth Gehring, Gary Malo, Amy Heffron
- Barb – update website, contact Linda Poppleton for email address for Karen Trask, post minutes.
- Barb will email .pdf of letterhead design to Nancy
- Nancy to send community organization Excel contact file to René
- Karen Trask to print address labels
- Nancy to organize mailing

New Business:

Next Newfield Planning Board Meeting is July 2, 2014 at 7:00pm at the Newfield Town Hall.

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

Motion to Adjourn: Nancy

Second: René

Approval: Unanimous

Meeting Adjourned: 9:06pm