

Newfield Planning Board Meeting

April 20, 2011

In Attendance:

Planning Board: Gary Goff (Chair), Gene Yaples, Jim Haustein (secretary)

Minutes submitted by: Jim Haustein

Agenda Items

- Scheduling of the first two types meetings the Planning Board will be holding for the public: (A) presentation at a community group meeting, (B) open door at the Town Hall.
- Outlining the specifics of the presentation for the community group meeting. This should be structured as a 15 minute presentation followed by 10 minutes of questions and answers.

Meeting Minutes

There was not a quorum of Planning Board members. This meeting focused primarily on a first pass at developing specifics for public meetings.

Nancy Potter will be unavailable until mid-May, at which time the public input meetings can be planned. No word has been received regarding the candidates for the summer intern position.

A list of potential Newfield-based groups for community group meetings will be compiled. The agenda for the Planning Board presentation will be a 15 minute presentation followed by 10 minutes of questions and answers. The outline for the presentation will include an introduction to the Planning Board, a short description of the Comprehensive Plan Inventory Report, the findings of the Comprehensive Plan Survey and next steps for the Planning Board.

Open door meetings at the Town Hall are tentatively scheduled for Saturday, June 11, 2011 from 9 AM to noon and Sunday, June 12, 2011 from 1 PM to 4 PM. Planning Board materials should be available, including Planning Board documents on the Town website. The Planning Board will need to advertise these meetings, for example, on the Town Bulletin Board, in local papers, or via word-of-mouth.

Several action items related to the first two types of meetings are indicated below. The third type of meeting held for the public will be facilitated discussions at the school.

ACTION ITEMS:

- Jim Haustein to provide Gary Goff a list of Newfield-based groups that are potential candidates for community group meetings.
- Jim Haustein to provide a first draft of a letter to groups requesting a venue at one of their regularly-scheduled meetings.
- Jim Haustein to provide a first draft of a presentation for community group meetings.