

Newfield Planning Board Meeting Minutes

September 19, 2012

In Attendance:

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

Agenda Items:

- Approve last meeting's minutes
- Present the **Job Description for Secretary**, acquire from Karen
- Report on discussion with **Betty Balcome** about **Seniors services**
- 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
- Other business

Meeting called to order, 7:15 pm, Newfield Town Hall.

Minutes of August 5, 2012 Meeting - Submitted by Barbara Tefft:

Newfield Planning Board shelved its minutes of August 19, 2012, due to lack of a voting quorum.

Discussion and Review: Resources Chapter

Chris states that he's close to having the first round of chapter edits completed and will email it to all planning board members by the end of this week. People and Population edits: Randy had minor comments re: decline of population in Newfield. Goals/Objective: change wording re population growth and aging, submitted hardcopy to Chris.

Discussion:

Formatting of final document layout – portrait vs. landscape, type of binding, etc. No final conclusions.

Discussion: Job Description for Secretary

There is currently no formal job description for Planning Board Secretary. Randy will ask Richard Driscoll for the Town Board Secretary generic job description. The description is needed to define the duties that are subject to financial compensation, as the Planning Board Secretary is an official employee of the Town of Newfield.

Discussion and Review: Cultural Historical

Randy hasn't yet read or sent edits on this chapter. Final edits to be done by the October 3, 2012 meeting.

Discussion and Review: Natural Resources

Chris said a statement should be added in this section mentioning geologic resources; ie: gravel, gas, minerals

Agenda Item: Randy requested all members review all edits on Natural Resources section for October 3, 2012 meeting.

Discussion and Review: Water/Sewer

The general consensus of the attending board members was that this chapter as is contains valuable information but excessive detail for the intended purpose in the planning document. All commended the content as educational but reiterating existing State and Federal regulations. Consensus is that it could be edited and educational information provided as an appendix on the Town website.

Gene questioned whether the Town or School would actually test water in streams. Would people really be involved in private land use in a teaching capacity; ie: having students visit a farm – liability? Kids use Arnot Forest from Newfield School, kids do water sampling as curriculum.

Gene requested a hardcopy of the Natural Resources and Water/Sewer section to easier edit and determine any overlaps with other sections. Barb is to send file to be printed and left in Planning Board pick up drawer at Town Hall.

Chris commented on creating a Preface for each section rather than repeating sentences in successive sections.

Discussion: Introduction

Gary agreed to the tone of the document. Randy added the phrase “or as needed” in reference to statements on updating the planning document. The town should review and sign off on the Plan every five years. The Planning Board sets priorities moving forward. Site plan review should occur after any major projects in the Town are completed. Need to define responsibilities of a future Town of Newfield Planning Board.

Gene asked if this plan will lead to zoning. What if a major business comes to Newfield and does an environmental impact study? Where does the Newfield Planning Board come in?

Randy suggested the statement “ The Town should encourage housing development closer to the Hamlet in order to access services” and “These things should be considered in any development...” rather than using absolute concrete language such as “this must be done according to...”.

All attending agreed the Introduction was well written and no further edits are needed.

Discussion and Review: Services

Agenda Item: Communications Chapter – Update on Chapter for October 3, 2012

Discussion Human Services:

Education: Chris spoke with school principals, Vicky Volpicelli and Barry Derfel, who liked what was written. They agreed that School, Town and Planning Board should all get together and talk.

Recreation: Chris had a version of the Human Services Chapter to send to Dusty to work on it. Gary gave his edits to Chris. Rec function is confusing and overlapping with school. State regulations exist regarding use and funding of school property. Dusty rewrote sections showing separations and shades of gray in state regulations.

Adult Care Section: Need volunteer to write. Joanne James expressed an interest. Randy asked Betty Balcome but she declined.

Health and Safety: Tony called Ray Wheaton but had not heard back by meeting time.

Transportation: Gary brought hardcopy and passed copies to members for comments. Would like comments emailed to him.

Energy: Eva wanted to know how her revisions were received. Gary said she wants comments ASAP because she will be busy elsewhere soon. She also would be interested in the Industry Chapter. Randy lost the disk with the previous draft and asked Gary to call Jim and ask him if he can burn another one.

New Business:**Summary of Agenda Items for October 3, 2012 meeting:**

- Randy requested all members review all edits on Natural Resources section.
- Communications Chapter – Update.

Motion to Adjourn

Meeting adjourned, 9:05 pm.