

Newfield Planning Board Meeting

September 21, 2011

In Attendance:

Planning Board: Gary Goff (Chair), Tony Russo, Jim Doolittle (volunteer), Eva Marques (volunteer), Marie Terlizzi (volunteer), Jim Haustein (secretary)

Minutes submitted by: Jim Haustein

Agenda Items

1. Tasks for the CU grad student to undertake. Supervisorial roles.
2. How to best use our volunteers.
3. Organizing and interpreting input gathered via our solicitation efforts.
4. What, if anything, do we do “special” regarding Marcellus Shale issues?
5. What to do to address the “parking lot”: issues brought up during the facilitated meetings.
6. Status of Nancy’s internet survey.

Grad Student Tasks

Possible tasks for the grad student (no order to items) include the following:

- Research on detailing out some suggestions made (for example, steps needed for a farmers market)... how do we accomplish task?
- Chase down ideas.
- Assemble other comprehensive plans.
- Talk with Joan Jurkowich of the Tompkins County Planning Board ... to get ideas.
- Survey different towns on what they like and dislike about their plans. What would they do differently? What should we watch out for?
- Look into legal issues of establishing a comprehensive plan.
- Draft the plan.
- Review work of volunteers ... how best to use volunteers.
- Assemble special committee(s) for “hot topics.”
- Possibly lead volunteer supervisor.
- Determine milestones for work.

Need to be consistent with the top priorities of what we are trying to do.

Use of Volunteers

We have a list of volunteers based on names provided during facilitated discussions and other discussions. Volunteers will help extend the Planning Board’s personnel resource capacity. Need someone to supervisor volunteers, set milestones.

Volunteers should be provided specific, short-term, focused tasks in an area that interests them. Our graduate student should work closely with the volunteer supervisor. The graduate student should be able to contract prospective volunteers directly.

It would be beneficial to have a single editor review all work.

Solicitation Effort Data

Jim Haustein presented the first draft of compiled data from the facilitated discussion meetings.

Marcellus Shale Issues

The Planning Board could act as a conduit for passing information to the community. Perhaps it is best if the Planning Board does not provide opinions because, as of now, it does not have an agenda regarding drilling.

“Parking Lot”

The “parking lot” items from the facilitated discussions are provided below:

- Who’s Missing?
 - Forums
 - Low Income
 - Older People – Garden Apartments
 - Families – Offer Child Care
 - Local Business People (old NBA)
 - (plus other organizations)
- Decision Making of Comprehensive Plan by Town Board
- Compare Census Data with Survey Data
- Information Sessions on ...
 - Town Park/Community Center
 - townofnewfieldny.com
 - County Comprehensive Plan effect on Newfield
 - (maybe special meetings by topics)
- Engaging Folks ...
 - Have neighborhood groups for input
 - Newfield Old Home Days: make a table reservation
 - High School Class
 - 4H – Ag in the classroom.
 - Publicity for survey
 - Keep the energy going! – Follow up Meeting on Planning Board Processes
 - Churches – Methodist, Baptist, Trumbull’s Corners Baptist.
 - Senior Citizens
 - Masonic Lodge
 - Renters Input

Internet Survey

To date, we have received only one response to our internet survey. We need to improve this!

ACTION ITEMS:

- Gary Goff to chat with volunteers regarding their interest and availability.
- Marie Terlizzi to investigate including on-line survey information in the school newsletter.
- Jim Doolittle to provide Jim Haustein e-mail addresses of local groups.
- Jim Haustein to contact the Garden Apartments regarding a half page flyer regarding the on-line survey.
- Randy Brown should look into contacting the Newfield Business Association and the High School Business Class informational on the Town Planning Board.
- Jim Haustein to begin forwarding Planning Board minutes after approval by Gary Goff.
- Validate demographics of Comprehensive Plan Survey with census data – Christine Ranney.