

Newfield Planning Board Meeting

October 19, 2011

In Attendance:

Planning Board: Gary Goff (Chair), Randy Brown, Gene Yaples, Chris Hayes, Jim Haustein (secretary)

Minutes submitted by: Jim Haustein

Agenda Items

1. Comprehensive Plan and Town Board Options
2. Engagement of Chris Hayes for Writing the Draft Comprehensive Plan
3. Discussion Regarding Commencement of Draft Comprehensive Plan Writing

Comprehensive Plan and Town Board Options

Randy Brown attended the meeting of the Town Board on October 13 acting as a private citizen (NOT as a representative of the Town Planning Board). Randy suggested a possible moratorium on drilling and requested support for a Comprehensive Plan. The drilling moratorium (6 months to one year) would allow for completion of the Comprehensive Plan. Optimal time for a moratorium would probably be December or at the time when final State regulations are being published.

A site review process could be part of the Comprehensive Plan, for example, lighting, noise, traffic.

The Newfield Planning Board will not take a stand on the drilling issue but will work to reflect the opinions of the citizens of Newfield regarding the future of Newfield.

Engagement of Chris Hayes for Writing the Draft Comprehensive Plan

Chris Hayes has been fully engaged to provide assistance in developing the draft Comprehensive Plan. For weekday meetings, the optimal times for Chris are Mon-Wed-Fri before 12 noon and Tues-Thurs after 3 PM.

Discussion Regarding Commencement of Draft Comprehensive Plan Writing

Chris Hayes provided examples of Comprehensive Plans from Hartford, Angelica, Pelham, Groton and Trumansburg (all in New York). The Hartford and Pelham plans have won awards. Angelica has an action plan included. Trumansburg has a vision statement which may be a desirable section for the Newfield Plan. Pelham has an executive summary which may be something the Planning Board would like to include for the Newfield Plan.

Chris presented several options for project tasks as he begins his work. This could include such items as:

- Identify key issues.
- Identify additional stakeholder groups.
- Opportunity Constraint Analysis – look at existing Newfield documentation and note capacity (for example, water and traffic) and create thread scenarios and alternate scenarios.
- SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis.

- Identify possible missing items from the Inventory Report.

A first cut at an outline Contents for the draft Comprehensive Plan was discussed:

- Table of Contents
- Vision
- Executive Summary
- Main Content: Elements which could include Inventory Report items which were the focus of the Comprehensive Plan Survey and the series of public Facilitated Discussion meetings. (We do not need to reproduce the Inventory Report but can rather summarize and/or reference it).
- Action Plan
- Summary of Previous “Visionary” Efforts for Newfield

Other points discussed:

- The plan should focus on approximately five years but can reach out to 20 years.
- The County Planning Department can assist with maps if needed.
- A question arose regarding if the hamlet should be dealt with separately from the village.
- A question was posed as to what may the plans reviewed contain that the Newfield Inventory Report does not?

ACTION ITEMS:

- All Planning Board members to familiarize themselves with plans from other communities which Chris has provided. Need to get an idea what would work and not work for Newfield and which elements to include in the Newfield Comprehensive Plan.
- Chris Hayes to develop a draft outline for the Comprehensive Plan. Jim Haustein is available to assist as required.
- Gary Goff and Randy Brown to provide Jim Haustein material from previous community input forums.
- Jim Haustein to contact Cathy Shipos regarding a statement on the next School Newsletter regarding the survey.
- Chris Hayes to investigate legal steps for completing a Comprehensive Plan; for example, soliciting input, public hearings, etc.