

Newfield Planning Board Meeting

December 19, 2012

In Attendance:

Planning Board: Nancy Dolge, Gary Goff, Tony Russo, Gene Yaples

Other: Chris Hayes (Consultant)

Minutes submitted by: Chris Hayes

Agenda Items:

- Approval of Minutes – Submitted by Barbara Tefft
- Discussion: Packets
- Discussion and vote: Energy Chapter
- Discussion and vote: Transportation Chapter
- Discussion and vote: Communication Chapter
- Updates on other Chapters
- Other Business

Meeting called to order, 7:10 pm, Newfield Town Hall.

As Randy was absent, Nancy acted as chair. As Barb was absent (excused), Chris acted as secretary.

Approval of Minutes – Submitted by Barbara Tefft

Resolved, 4-0, Newfield Planning Board approves minutes with amendments:

- Economic Development Chapters “Industry”, “Business”, and “Hamlet” due January 2.
- Update on Health and Safety:
The next step is to create a fleshed-out inventory of what services exist presently ~~and an analysis of where does Newfield go from here,~~ an evaluative analysis of those services and whether they will meet present and future needs as efficiently as possible, and objectives/action items to guide Newfield’s next steps.

Discussion: Packets

Planning Board reached consensus on including minutes and agenda in printed packets, and that all materials in printed packet will also be emailed to all Planning Board members and consultants as soon as packet is assembled. Packets will be left on desk in Town Hall, which is open from 8 am – 4 pm, Monday-Thursday and 9 am – 12 pm Friday the month of January.

Nancy requested that only four packets be printed each week, as she will print her packet at home.

Discussion and Vote: Communication

Gary moved to table Communication Chapter’s vote until 1/2/13 to give additional time for Nancy to edit the chapter with board’s suggestions. Gene seconded.

Resolved, 4-0, to table Communication Chapter’s vote until 1/2/13.

Discussion and Vote: Energy

Gary moved to table Energy Chapter's vote until 1/2/13, because Energy Chapter was accidentally left out of packet and not all Planning Board members were able to review chapter. Gene seconded.

Resolved, 4-0, to table Energy Chapter's vote until 1/2/13.

Discussion and Vote: Transportation

Gene mentioned Randy had possible edits, but Gary reported that he received no edits from Randy. Gary moved to send the Transportation Chapter draft as submitted by Gary to Town Board to review. Gene seconded.

Resolved, 3-0-1 with Tony abstaining, to send the Transportation Chapter draft as submitted by Gary to Town Board to review.

Updates on Other Chapters

Health, Safety, and Security: Tony reported he sent a message to Ray in early December and recently followed-up with a visit. Ray confirmed he could "flesh out" the chapter based on his outline, but would not be able to work on it until after 1/1/13. Tony will ask Ray if Ray can finish a draft and send to Barb by 1/9/13 for discussion on 1/16/13.

Municipal: Planning Board reviewed Chris's draft outline. Chris reported he moved water and sewer services to Municipal Chapter because these are services the Town provides for residents rather than resources (such as the aquifer) to be protected. He will make edits after Plan is completed to remove redundant information.

Randy asked for a clarification of pie charts in report. Chris reported that the first pie chart was based on tax rates from various jurisdictions, and the second and third pie charts were based on the Town Budget. He will clarify that in the chapter along with including time series data from last five years on Town budgets. He will also follow-up with Richard to determine if he may speak with budget committee to determine if there are any budget concerns or initiatives to include in the Plan.

He will submit a draft by 1/9/13 for discussion on 1/16/13.

Industry: Volunteer Marie Terlizzi is finished with Draft 1 of Industry Chapter. Nancy will submit this chapter ASAP and it will be included in the packet for discussion on 1/2/13.

Business: Chris has rough outline of Business Chapter complete, but will be unable to work on it further until after Jan 1. Chris will tentatively submit a draft by 1/30/13 for discussion on 2/6/13.

Hamlet: Nancy will follow-up with Randy to determine his progress on Hamlet Chapter.

Human Services: Nancy will follow-up with Randy to determine whether he has contacted Sylvia about childcare section. Meanwhile, a version of the chapter will be included in the next packet for review and discussion on 1/2/13.

Agriculture: Barb has been working on Agriculture Chapter. Gene has additional information and notes for a critical piece to "fix up." Chris will send Barb a formatted version of Gene's chapter. Gene and Barb will tentatively submit a draft 1/16/13 and will give an update on 1/2/13.

Housing: Chris's draft is ready for voting. Nancy suggested the Planning Board vote on the Housing Chapter on 1/2/13, because although it is in the Economic Development section, it is finished and the vote should happen while chapters is still relatively fresh in Planning Board member's minds. The Planning Board reached consensus on this.

Other Business

Nancy is meeting Chris West from the Finger Lakes Land Trust on 1/8/13 to "chat" about their initiatives. Planning Board reached consensus that she should contact Ms. West to see if she would like to review the Draft Resources section of the plan to get an idea of Comprehensive Plan vision and goals.

Discussion on Communication Chapter:

- Gene suggested wording on Communication Chapter was misleading, that it suggested the Comprehensive Plan recommended that the Town commit financial resources to expanding broadband infrastructure. The board discussed wording changes to make it clear the Chapter recommended only research and cooperation with the Tompkins County Broadband Committee at this time.
- Chris and Gary expressed concern that the introduction did not mention the need for better communication via the Town's website or other sources, and therefore made it seem this was not an important goal of the Chapter. Suggested adding a line about this need in introduction.
- Chris suggested adding an action step of mapping communication resources and using this data to evaluate future development and expanded communication infrastructure.

Planning Board reached consensus that Nancy would make suggested edits and submit by 12/26/2012 for a vote on 1/2/2012.

Planning Board reached consensus that discussion about the Energy Chapter would be difficult without the current draft. Gene, Gary, Tony, and Chris suggested some concern that there is debate on the connection between energy conservation and local foods and whether the Plan should take such a definitive stance on that connection.

Meeting adjourned, 8:55 pm.

Nancy moved for meeting to be adjourned, Gary seconded.

ACTION ITEMS:

Everyone:

- Review **Housing, Energy, and Communications** chapters, which should be sent and printed next Wednesday, and be ready to vote at the next meeting.
- Review **Industry** chapter, which should be sent and printed next Wednesday, and respond to Nancy with comments and concerns. Marie Terlizzi will be at the next meeting, ready to discuss the chapter.
- Review **Human Services** chapter to discuss with Chris.

Barb:

- Make sure minutes and agenda are printed with the rest of the materials for the next packet. Nancy won't need a packet printed. Make sure to email all board members and Chris with the materials that will be printed as well.
- Discuss next steps for the Agriculture Chapter with Gene.

Nancy:

- Contact Randy to get an update on progress with Industry chapter and Sylvia.

Tony:

- Follow-up with Ray to see if he can finish a draft of **Health, Safety, and Security** chapter by 1/9/13.

Chris:

- Submit a draft of **Municipal** chapter by 1/9/13. Contact Richard if possible.
- Contact Newfield Garden Apartments and others about senior services if possible.
- Submit the draft of **Human Services** chapter by 12/26/13.