

Newfield Planning Board Meeting Minutes

January 29, 2014

In Attendance:

- New Planning Board: Nancy Dolge (Chair), René Borgella, Jeff Golden, Tom Gerow
- Absent: Tony Russo
- Barbara Tefft, Secretary
- **Note:** Also in attendance: Roy Trask, Jeff Hart, Chris Laughlin, Gene Yaples, Michelle Henry and other community members.

Meeting called to order, 7:00 pm, Newfield Town Hall.

New Member Introduction:

- **René Borgella:** Prof at TC3 in Ecology and Conservation Biology. Lives on Shaffer Road. Serves on Newfield School Board, initial interest concerning old growth forest in Newfield.
- **Jeff Golden:** Raised in Brooktondale and Ithaca, moved to Newfield in 1999. Lives on Douglas Road. Enthusiastic that the Comprehensive Plan will lay the groundwork for smart development. Worked in satellite industry for 30 years in Ithaca. Currently does construction planning.
- **Tom Gerow:** Lives on Blakeslee Hill Road for 23 years. Works for Wagner Lumber Co. Has Management and forestry experience. Became involved in Newfield community while kids were in Newfield school. Raised in suburban Virginia which did not have such a tight community. Enthusiastic that Comprehensive Plan now exists. Suggested that if the Town Board did not want to entertain a particular action item, then it would not make sense to spend our time on it.

Review of Duties:

Nancy Dolge, Chair, reviewed information and responsibilities sheet which had been provided with the Planning Board Application.

- Reviewed open meeting publication requirement – if 3 or more Board members meet, they are governed by the Open Meetings Law
- Minimum of 4 hours of approved training/year, type depends on interests and priorities.
- Suggested attending NY Planning Federation Conference
- Prior notification required if not able to attend Planning Board meeting.
- Planning Board incoming email from Public: need to establish rotating schedule of Board members to respond to inquiries
- Board to create framework for attendance requirements.
- René suggested a living document and Nancy will email the Attendance Policy draft begun by the previous Planning Board toward finalizing a policy.
- All email is subject to FOIA. Need to establish official Town of Newfield addresses for all Planning Board members and Secretary. Jeff Hart will let Nancy know what is involved.

Old Business:

- Budget for 2013 was \$4,000. This was not all spent and was rolled over into the Town's general funds. Surplus was \$790.17. There were many expenses covered by in-kind donations by board members as well as donations.
- Budget for 2014 is \$2,000.

- Short Course Booklet – Board members to read to understand how Planning Boards work with Town Boards and create a path to achieving goals.
- Jeff Hart said at the February 6, 2014 Town Board meeting they will discuss what Town Board expectations of Planning Board will be.
- As an introduction to the community-prioritized goals identified in the Comprehensive Plan, Nancy reviewed Action Steps #1, 20, 39, 27, 21, 14, 28, 15.
- Tom asked if grant funding came available for projects that weren't on the priority list, does the Planning Board have the authority to pursue it without going to the Town Board for Approval? If application timelines require immediate action, can the Planning Board pursue the funding?
- Roy Trask, Town Board member, said the Planning Board has no authoritative power. Any projects involving money must be approved by the Town Board. Grants often require in-kind Town services or funds to be attached.
- Jeff Hart, Town Supervisor, said he could be contacted to conduct phone polls of Town Board members and that a resolution to seek a grant would not necessarily be required for simple grants. Major projects involving money or services would require a resolution to be passed by the Town Board.
- All in attendance agreed that communication with the public is a priority.

Review and Discussion of Action Steps #1, 20, 39, 27, 21, 14, 28, 15:

- **1.** (pg. 134 in Plan) **Investigate and Implement Land Use Strategies.**
Strategies include consideration of Site Plan Review and other options.
 - Nancy suggested a sub-committee form to look into what other similar communities have done with land use issues.
 - René said the word “zoning” is equated with planning. What are the options. What does Newfield want and how do we get there?
 - Tom brought up that the Planning Board would only be investigating the options and presenting to the Town Board which would ultimately decide to implement – or not.
- **20.** (pg. 155 in Plan) **Create a Natural Areas Working Group.**
 - René sees a lot of natural connections to the school in this, involving students.
- **29.** (pg. 168 in Plan) **Create a Home and Building Alliance for Home Improvement.**
 - Solarize Tompkins, County program
 - State level – biomass heating – wood pellets
 - Ehrhart Gas – grant to pneumatically deliver wood pellets for pellet boiler systems
 - Schools getting grants if they can secure the resource. CCE looking for communities to install a wood pellet manufacturing facility.
- **27.** (pg. 165 in Plan) **Create an Agroforestry Committee.**
 - Tom – toward helping residents manage their land
- **21.** (pg. 157 in Plan) **Create an Energy Plan.**
- **14.** (pg. in Plan) **Communication of Publicity of Newfield Programs, etc.**
- **28.** (pg. 167 in Plan) **Land-lease Mobile Home Park Issues**
- **15.** (pg. 150 in Plan) **Grant Funding**

Next Newfield Planning Board Meeting is February 19, 2014 at 7:00pm at the Newfield Town Hall.

Agenda for next meeting:

- Board members to come to meeting with their top 3 Action Items
- Liaison with Town Board
- Planning Board Emails and checker
- Attendance policy

Motion to Adjourn: Tom, **Second:** René. Unanimous approval.

Meeting adjourned 9:10pm