

**TOWN OF WHEATFIELD**  
**Comprehensive Planning Implementation Task Force**

**AGENDA**

**Meeting Date:** Thursday, February 23, 2017  
**Time:** 6:30 p.m. (Sharp) to 8:45 p.m. (Approximate)  
**Where:** Community/Senior Citizen Center  
**Required: Attendance** Task Force Members & Focus Group Leaders Please  
**Extend Invitation to:** All Focus Group Members & Residents

- **Approval of January 26, 2017 Meeting Summary** Art Gerbec
  
- **Reporting Order:**
  - **Town Planner** Drew
    - +Niagara Falls Blvd. Law & Overlay Update
    - Airport Protection Plan (coordinate with surrounding municipalities)
    - Hierarchical Zoning Throughout the Town Update
    - Mixed Use Zoning Throughout the Town Status
    - +Home Build Out Analysis Update
    - +Framework to Implement the Town's LWRP
    - Recommendations for Using the Build-out Analysis
    - +Energy Application Law
  
  - **Community Development Focus Group** Richard T.
    - +Improving the Town Website
    - +Resident Safety Programs
    - Utilization Plans for Town Hall Property
  
  - **Veterans Memorial Focus Group** Ed
    - +Construction Progress Update
    - +Fund Raising Strategies & Goals
    - +Greenway Grants
    - Time Lines
  
  - **Energy Application Focus Group** Dave
    - +Adoption of the Town's Solar Electric Law
    - +Windmill Ordinance Revision
    - +Town Property Conducive of using Solar Energy
  
  - **Business Development Focus Group** Bill
    - Assist & Assist Solicitation/Recruitment of New Business
    - Town Business Website & Directory Pages
    - Marketing the Town of Wheatfield

(+ Task Force/Focus Group Goal for CY '17)

- **Agriculture Land Preservation Focus Group** Deb/Randy
  - +Analysis of Results Re: Purchase Development/NYS Temporary Development Rights
  - +Prioritize Recommendations outlined in the Farmland Protection Plan
  - +Create an Agriculture Conservation (AC) Zone  
Efforts to Engage Farmers with Agriculture Focus Group
  - Relationship with NY State Conservancy
  
- Greenspace Focus Group Joe G
  - +Research, create and recommend adoption of Park Zoning
  - +Cherry Hill Nature Preserve Connectivity Issues
  - Development of the Riverside Park Project
  - +Other Undeveloped Preserve Recommendations
  
- Disaster Management Focus Group Richard S
  - +Recruiting New Members
  - Designating Regular Meeting Times and Dates
  - Comment "Information for Local Chief Executives Regarding State of Emergency Orders
  - +Guide to Emergencies (for Town Use via their Web Site)
  - Table Top Disaster Exercise

- **Reporting format for this meeting:**

- Report on Tasks Identified with + :
- Other Tasks, i.e., Recruiting & Retention Survey/Results

- **Administration & Legal Matters**

- Supv Bob. Cliffe
- Art Gerbec, Chair
- Richard W. Muscatello, Facilitator +Recruiting for the Future

**Next Meeting Date & Time**

Date: **March 23, 2017**  
 Time: 6:30 p.m. to 9:00 p.m. (approximate)  
 Location: Town Community /Senior Citizen Center

Adjournment Motion

Art Gerbec

**Note;** All notices, announcements, summary of meetings, meeting agendas, etc., destined for **focus group** members are addressed to the focus group leaders. *The leaders, in turn, are expected to disseminate/distribute those communiquees to their focus group membership.* (Thank you).

**Adjournment Motion**

Art Gerbec

**Distribution:**

Town Supervisor	Task Force Members	Town Board Members	Focus Group Members
MIS Coordinator	Town Clerk	ZBA Chairperson	Focus Group Leaders

**(+ Task Force /Focus Group Goal for CY '17)**

**"It is nice to be important but it is more important to be nice" ~ Unknown**



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**Recruiting and Retention Suggestions**

1. **Suggestions for attracting new members to my focus group.**
  
2. **What impedes your progress for attracting members.**
  
3. **What help do you need.**
  
4. **Suggestions for retaining my current focus group members.**
  
5. **How do you prepare your members for assuming a more active role.**
  
6. **Other Comments, please.**

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**Print Name (Optional)**

**Date**

**TOWN OF WHEATFIELD**  
**Comprehensive Planning Implementation Task Force**  
**2800 Church Road**  
**North Tonawanda, New York 14120**

**Application for Appointment to a Town Focus Group**

I am applying for membership on the Focus Group noted below. I understand the Town of Wheatfield Comprehensive Planning Implementation Task Force monitors each Focus Group. Also, understand the need to attend and participate in one monthly scheduled meeting, conducted on the Town of Wheatfield property.

Agriculture Preservation	___	Energy Application	___
Business Development	___	Greenspace Preservation	___
Community Development	___	Disaster Planning	___
Veterans Memorial	___		

✓ Note: You are able to select up to two (2) Focus Groups

**Complete all that apply:**

Name (Print)	Telephone No.
Address:	City/Town                      ZIP
Cell Phone:                      Fax	Email

My motivation for volunteering is:

Highest Level of Education:

- |   |                |
|---|----------------|
| <input type="checkbox"/> Elementary School                    | Concentration: |
| <input type="checkbox"/> High School Graduate                 | Concentration: |
| <input type="checkbox"/> Some College (years and/or semester) | Concentration: |
| <input type="checkbox"/> College Graduate                     |                |
| <input type="checkbox"/> Post Graduate                        |                |
| <input type="checkbox"/> Other:                               |                |

Occupation Work Experience History (Job title and years of service):

Professional Certification(s):

Avocation(s), Hobbies:

Other Comments: (Optional)

Certification:

I certify the above information is true and accurate to the best of my ability.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

