

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

**AGENDA**

**Meeting Date:** Thursday, May 25, 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  
**Extend Invitation to:** All Focus Group Members & Residents

- **Approval of April 27, 2017 Meeting Summary** Art Gerbec
- **Welcome New Member:** Robert Guida, Community & Business Focus Groups
- **Reporting Order:** (Please address the topics listed along with other contributions)

- **Town Planner - Update** Drew
  - Niagara Falls Blvd. Law & Overlay, June 14, 2017 Public Input Meeting
  - Base Mapping – Purpose and Advantages
  - Purchase of Development Rights Update
  - Workings of NIMAC/Wheatfield Land Assessment Committee Update
  - **Special Orientation –**
    - ***How to Conduct & Factors to Consider When Evaluating the Home Build Out Analysis (welcome questions, comments, recommendations and other views)***

- **Administration & Legal Matters**
  - Discussion: Development of 30+ acres of Town Land K. Doctor, Richard T & M, Bob C.
  - Advantages/Disadvantages of Engaging Professional Fund Raiser for the Veterans Memorial E. Sturgeon, Richard T & M, Art
  - Supv Bob. Cliffe and Art Gerbec, Chair
  - All Attendees

- **Disaster Management Focus Group** Rich S
  - Recruiting Additional 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)
  - Other Information

- **Veterans Memorial Focus Group** Ed
  - Construction Progress Update
  - Contracting for Fund Raising Professional (?)
  - Fund Raising Strategies & Goals
  - Greenway Grants
  - Time Lines
  - Other Information

- **Energy Application Focus Group** Joe M
  - Windmill Ordinance Revision Update
  - Should the Town Limit Towers, Turbines, etc. (?)
  - Other Information
  
- **Community Development Focus Group** Rich T.
  - Improving the Town Website
  - Safety Series Presentations 2017
    - What to do When Disaster Strikes, Jul 15, 2017
  - Volunteer Recognition Awards (Criteria)
  - Other Information
  
- **Greenspace Focus Group** J. Higner/Joe G
  - Research, create and recommend adoption of Park Zoning Law
  - Cherry Hill Nature Preserve Connectivity Issues
  - Development of the Riverside Park Project
  - Other Undeveloped Preserve Recommendations
  - Other Information
  
- **Agriculture Land Preservation Focus Group** Karen/Randy
  - Prioritize Recommendations outlined in the Farmland Protection Plan
  - Value of Creating an Agriculture Conservation (AC) Zone
  - Efforts to Engage Farmers with Agriculture Focus Group
  - PDR Progress & Relationship with NY State Conservancy (**Drew R**)
  - Other Information
  
- **Business Development Focus Group** Bill
  - Solicitation/Recruitment of New Businesses
  - Town Business Website & Directory Pages – What is planned/time table?
  - Marketing the Town of Wheatfield – Promoting Current Businesses
  - “Big Thunder Brewing Company.” (Its effect on the LDC)
  - Other Information

**LWRP** – Written report to be read at this meeting Larry H.

**Next Meeting Date & Time**

Date: June 22, 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 communiques 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

**Topics of Importance:**

1. **Recruiting and Retention:** The need for additional residents to complement our focus group numbers is rather obvious. More “hands” will lighten the load of our active members. Attached is an Application for Appointment to a Town Focus Group, for your convenience.

When intending to discuss possible membership with your prospect, it may be a good idea to log onto the Town’s Web Site ([www.wheatfield.ny.us](http://www.wheatfield.ny.us)) and click on the “Volunteer” link for all the information you need to seal the “deal.” Of course, you can invite your “prospect” to do the same. In any event, your support is appreciated.

Retaining our active focus group members is extremely important to the success of our Task Force mission. In this regard, the Community Development has accepted the assignment of developing a Volunteer Recognition Award to be implemented this Calendar Year.

Task Force Achievements. Since Inception: Recently, the Facilitator was asked to compile a listing of what has been accomplished by the Task Force. Attached is a copy of that listing for your information and use when convincing a prospective member on “just what do you do at the Task Force level.”

2. **LWRP:** An important development feature for the Town of Wheatfield is the Town’s Local Waterfront Revitalization Program. At a recent discussion on the progress made with this plan, both Larry Helwig, Deputy Supervisor & Joe Gargas volunteered to revisit the Plan that was drafted in May 2012, to measure the degree of compliance with the recommendations contained therein
3. **Niagara Falls Blvd. Public Meeting:** Task Force and Focus Group members are encouraged to attend the June 14, 2017 public information meeting, starting at 7:00 p.m., at a location to be announced. Focus Group leaders are encouraged to reach out to their members and extend an invitation for their attendance. Thank you.

**Thought for the Day:**

***“A good memory is one trained to forget the trivial” ` Author Unknown***

4 Attachments:

1. Application for Appointment to a Town Focus Group (Copy)
2. Task Force Accomplishments
3. Community Information Series

