

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

**SUMMARY OF MEETING, March 22, 2018**

Meeting began at 6:30PM

**Approval of Meeting Minutes**

Curt D.

Motion made by Richard M and seconded by Mike Z to approve the minutes of the February 22, 2018 Task Force meeting.  
Motion unanimously approved.

**Town Planner Report**

Drew R.

- 2018 Task Force Projects
  - Hierarchal Zoning – Motion made to submit proposed law change to Town Board by Richard M, seconded by Mike Z, approved by all. **Action: Drew.**
  - Working with Energy Focus Group.
    - Suggests they, on behalf of the Town, update Telecommunications law.
    - Recommends Energy Focus Group provide guidance to the Town Board concerning proposed NY State law intended to supersede local law relative to microcell governance.

**Veterans Memorial Focus Group**

Ed S via written report

- Expecting cost estimate for final drawings from Wendel Engineering.
- Finalizing scope of fundraising efforts. Dividing project into smaller phases for targeted fundraising.
- Reaching out to other Veteran groups to participate in fundraising.
- Creating an audio/visual presentation that may include PowerPoint and 3-D renderings of the monument.
- Project renderings have been reviewed and approved by the group.

**LWRP**

Rich M

- Arranging for a NY State LWRP representative to visit the group in the month of April 2018.

**Disaster Management Focus Group**

Mike Z

- Discussed a family emergency planning presentation, he attended, conducted by the NYS representatives
  - Intention is to facilitate a similar presentation for Wheatfield families.
- Assessing the current composition of the Town's Emergency Operations Center (EOC) setup in conjunction with the Town Supervisor MacSwan & R. Muscatello, both of whom possesses extensive knowledge relative to emergency management.
- Coordinating the purchase of up to date telecommunication radios with the help of the Town Supervisor.
- Contemplating the creation of a Town disaster management website.
- The previously discussed Town resident survey is ready for mailing. The mailings are quarterly to reach all residents.

**Energy Application Focus Group**

Joe M.

- No one to report. Chair is advised to contact Drew at his early opportunity.

**Greenspace Focus Group**

Joe G.

- Awaiting memorandum from Town Planner.

- The two laws previously discussed will be introduced to the Town Board individually, as discussed with the Task Force.

#### **Agriculture Focus Group**

Paul L.

- Paul is representing the Town on the Niagara County Agriculture group
  - o Currently, created a Niagara County vision statement
- Ensuring Town of Wheatfield plans and goals are understood by Ag County representatives.
- Participated in a NYS Ag & Markets' webinar on "Options Agreements."
- Investigating the practicality of creating a subgroup to work special assignments.

#### **Community Development Focus Group**

Richard T./ Rita K.

- Working to secure a guest speaker for the scheduled April training/recognition event.
- Adding "Autism Awareness" goal for CY 2019.
- Scheduling a series of "SWOT" analysis's for campus land usage in May.
- Volunteered to speak to Town's "Picnic Committee" with the goal of recruiting new Task Force/Focus Group members.

#### **Build Out Analysis Focus Group**

Curt D

- David Stapleton, David Homes, was invited to share his views relative to the future development of the Town.
  - o David's opinions were:
    - Wheatfield was not ready for the 2000's buildout in terms of drainage, subdivision development, etc.
    - Creating larger lots attracted larger homes, limiting possible buys, based on cost.
    - Population density (limited) may make it harder to build out commercial sections of NF Blvd.
    - Recommends mixing AG, residential and light commercial.
- Reports from Niagara University, thus far, indicate progress a bit slow.
  - o Will dedicate time to ensure team has what they need to be successful.
- Focus Group Questionnaire is complete and will be readied for next month.

#### **Management, Legal & General Discussion**

- Town Board Liaison
  - o Town to support USA Cycling Bike Racing events.
- Open Discussion
  - o Rich T suggested creating a Task Force Ultra group to select, on a priority basis, annual goals/objectives derived from the Town's Master Comprehensive Plan, as assignments for the individual focus groups.

Curt D.

#### **Rebranding Survey**

Richard M.

- Sadly, only 2 surveys were returned.

#### **Next Meeting Date & Time**

Date: April 26, 2018

Time: 6:30 p.m. to 9:00 p.m. (approximate)

Location: Town Community /Senior Citizen Center

**Mark your calendar now to ensure your attendance, please.**

**Adjournment Motion**

Richard M.

Motion made by Rich T, seconded by Mike Z to adjourn the meeting at 8:38PM. Motion unanimously carried.

**Attendance:**

Task Force/Focus Group Leaders:

R Muscatello, C Doktor, R Torcasio, J Gargas, M Zarbo, D Reilly, P Lehman, D Dee

Guests:

Tom Kontak, Rita Kontak, Don Dee

**Respectfully Submitted:**

Richard Torcasio, Task Force Secretary (Edited by Facilitator Richard W. Muscatello)

**Distribution:**

Town Supervisor

Task Force Members

Town Board Members

MIS Coordinator

Focus Group Leaders

Town Clerk

Focus Group Members (Attending)

**Thoughts for the Month:**

*"Mistakes should be examined, learned from, and discarded; not dwelled upon and stored" ~ Tim Fargo*

*"Everything has beauty, but not everyone can see" ~ Confucius*