

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

**SUMMARY OF MEETING, May 25, 2017**

**Meeting Began at 6:35 p.m.**

**Terminated at 8:25 p.m.**

**Attendance:**

Arthur Gerbec	Richard W. Muscatello	Karen Frieder	Mike Zarbo
Richard Silvaroli	Justin Higner	Joe Gargas	Andrew Reilly
Paul Lehman	Don Proefrock	Deb DiBartolomeo	

**Excused:**

Richard Torcasio

**Absent:**

Bill Wagner	Joe Malloy	Ed Sturgeon
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**Approval of April 27, 2017 Meeting Summary** , Motioned by Rich S., seconded by D. Proefrock: Unanimously approved

**Welcome New Member:** Robert Guida, Community & Business Focus Groups

**Town Planner -**

Drew

- Niagara Falls Blvd. Law & Overlay. Town Board Public Input Meeting set for June 14, 2017
  - Base Mapping – Purpose and advantages explained. Good planning management tool.
  - Purchase of Development Rights concept being pursued with the cooperation of an area consultant, NIMAC, Town of Wheatfield, and Niagara County officials.
  - Working with NIMAC/Wheatfield, local Air Force organization, and the Land Assessment Committee to identify essential surrounding properties that could contribute to encroachments to the Air Reserve and International Airport operations: another concept but similar to the PDR protocols.
  - **Special Orientation /Presentation–**
    - How to conduct & factors to consider when evaluating the Home Build Out Analysis .
    - Based on land considerations, the potential for growth in new homes is between 10,200 to 13,000; New Residents 25,600 to 32,630.
    - Sustainability could lead to other considerations, e.g. change density calculations (2 ½ homes per acre), attract more commercial and/or industrial activity, larger building lots, promote mixed use zoning, “special district taxes,” etc., with associated “push backs.”
    - Avoiding tax increases is predictable, if not addressed in the near future.
    - Would creating a “new” focus group help predicting alternatives?
    - Critical impact analysis by each focus group will be valuable for the Task Force to formulate recommendations to the Town Board.
- **Administration & Legal Matters**
  - **Development of 30+ acres of Town Land:** Lack of attendance precluded an in depth discussion: will be rescheduled for the June 22nd Task Force meeting. Discussion topics for that meeting will be: Is there agreement between the Town Board and Task Force leaders that development of a “Town Center Concept” is a priority, rediscover the previous four(4) development recommendations via presentation, and which group(s) will be involved to complete the concept.

- **Advantages/Disadvantages of Engaging Professional Fund Raiser.** Lack of attendance precluded an in depth discussion.
  
- **Disaster Management Focus Group** Rich S/M Zarbo
  - Reaching out to the five (5) Fire Companies for recruiting additional members
  - Accepted assignment to create a “Bomb Threat” protocol
  - Planning to update the annexes to the Town’s Disaster Management Plan on an annual basis.
  - Assessing the need for Standby Memorandums.”
  - Evaluate the “sheltering” needs in the event of disasters.
  
- **Veterans Memorial Focus Group** No Report
  - Facilitator presented a pictorial of an ‘abbreviated’ Memorial.
  - Wendel has been made aware of the need to plan the Memorial development in phases.
  
- **Energy Application Focus Group** No Report
  - Ensuing discussion addressed the need to update Town energy laws, inasmuch as present laws may not be consistent with current/modern needs and requirements, e.g., greater use of micro cells, update cell tower location Town map, changing technologies, along micro cells on private homes, etc.
  
- **Community Development Focus Group** Rich T. (written report)
  - Self Defense for All Ages Information presentation on April 22, 2017, was well presented and received by those in attendance. It is worth repeating in the future despite the poor attendance at this session;
    - To improve attendance, today’s discussion resulted in a suggestion for the focus group to contact the local radio stations that freely advertise events in the region, e.g., Radio Station 930.
    - Focus Group is also considering Sign Boards on various road corners throughout the Town, passing out flyers at all Town activities, and message reminders in the Town’s Water Bills to residents.
  - **Next presentation Citizen Preparedness: What to do when Disaster Strikes is set for July 15 at 11:00 a.m., at the Community Center**
  - The group has accepted the challenge of recommending Volunteer Recognition Awards/Programs, giving recognition to residents who have contributed over 122 recommendations, throughout the years, to the Town Board for improving the welfare of the residents of the Town.
  
- **Greenspace Focus Group** J. Higner/Joe G
  - Actively researching the adoption of a Park Zoning Law for the Town, which will enhance our ability to substantiate state and federal grants.
  - Discuss possibilities to gain resident access to the Cherry Hill Nature Preserve.
  - Develop recommendations to extend the Base Map Concept throughout the Town.
  
- **Agriculture Land Preservation Focus Group** Karen
  - Bernie Rotella, Grant Writer, is aware and pursuing state & federal grants available to the Town.
  - Creating an Agriculture Conservation (AC) Zone or Overlay Zone depending on the advantages of each.
  - Drew Reilly will be available at the next focus group meeting as a Resource professional
  - Will prioritize the recommendations outlined in the Farmland Protection Plan

- Will reassert the group's efforts to engage farmers in the affairs of the Agriculture Focus Group
- **Business Development Focus Group** No Report
  - See Administrative & Legal Matters above.
- **LWRP –** Larry H. (written report)
  - Researching with the help of the Town Attorney, (1) location of fences and how they impact areas between the home and the river vs. home and the street, (2) what really is the front and the rear yards (3) What rights do the abutting property owners have in height and opacity of the fences and other structures, In this regard, Drew has volunteered to make available to the LWRP group sample Department of State laws/

**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:** Motion made to adjourn by Don P., seconded by Justin H. Unanimously approved.

**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).*

**Distribution:**

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

**Other Tidd Pits of Information:**

**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 discussing 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 Task Force via the Community Development is developing a Volunteer Recognition Award to be implemented this Calendar Year.

**Thought for the Day:** *"A good memory is one trained to forget the trivial" ` Author Unknown*

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

