

TOWN OF WHEATFIELD

Comprehensive Planning Implementation Task Force

2800 Church Road

North Tonawanda, New York 14120

SUMMARY OF MEETING AUGUST 24, 2018

**Meeting began at 6:30 PM
at 8:50PM**

Adjourned

Approval of Meeting Minutes Curt D.

Motion made by Rich T., seconded by Karen F., to approve the minutes of the July 24, 2018 Task Force meeting. Motion unanimously approved.

Town Planner Report Drew R.

- **Airport Protection Plan** -The Town's "Wheatfield/NIMAC Working Group" collaborating with Niagara County officials and other municipalities owning property contiguous to the Niagara Air Reserve Station, has been successful in encouraging all to formalize an Airport Protection Plan. In doing so, our collective efforts will bear fruit in the event of the next BRAC study for this area.
 - Conversation with other regions dealing with military bases, have resulted in identifying grants that are available to Military bases to protect and buffer them from surrounding uses. e.g., the REPI program. The local Air Reserve Station, after considerable interaction, supports this initiative.
 - Also, the "working group" working with different entities to investigate PDR's is taking the lead on the overall effort and will coordinate with the Agricultural Protection Group, the Air Reserve Station, the Niagara County, the Town Board and other groups as appropriate.
- **Hierarchal Zoning (throughout the Town)**
 - Extending the hierarchal zoning law from the Niagara Falls Blvd., business district throughout the Town, as recommended by the Task Force, has been formally presented to the Town Board. Will communicate the Town Board reaction when received. **Action: Drew R. & Town Bd.**
- **Mixed Use Zoning in all C-1 Districts (throughout the Town)**
 - This zoning amendment, recommended by the Task Force, was also discussed with the Town Board and waiting direction. **Action: Drew R. & Town Bd.**
- **Wind Energy Town Law**

- Suggested sample law changes have been shared with the Energy Application Focus Group. They will be addressed once the updating of the Telecommunications Law is complete.
- Together, exploring alternative energy ideas for the Town, its citizens and businesses are being investigated.
- **Telecommunication's Law (addressing micro-cells)**
 - A draft "small cell" amendment to the Telecommunications Law is being reviewed by the Wendel staff.
 - The Town imposed 6-month moratorium on small cell installation effective July 2018.
- **Solar Law**
 - Based on proposed solar projects in the Town and a recent change in the policy of NYS Agriculture and Markets (considering a permanent conversion of Ag lands and requiring a Notice of Intent process), the Town may want to consider revisions to their solar law. Will furnish the Town with action taken elsewhere. **Action: Drew R.**

Focus Group Reporting:

- **Energy Application Focus Group**
Joe M.
 - Significant volunteer time was dedicated to updating the "small cells" amendment.
 - Discussed how incentives that were offered for fracking and may be offered for solar. **Action: Drew R.**
- **Build Out Analysis Focus Group**
Curt D. for Walt G.
 - Working with an unpaid volunteer CPA, re: analysis of revenue & express streams.
 - Town Assessor will be at next meeting to discuss revenue from residential, commercial and vacant land assessments and taxes with its impact of the Town's equalization rate.
- **Greenspace Focus Group**
Justin H for Joe G.
 - Decision on implementing a Park Zoning District is being pondered by the Town Board. **Action: Town Bd.**
- **Veterans Memorial Focus Group**
Justin H for Ed S.
 - The 501 C3 application was approved in early August 2018.

- No State grants will be forthcoming from Senator Ortt's office for the remainder of the year.
- The focus group has received updated drawings, the updated professional cost estimates and the renderings for the revised Veteran Memorial plans. The renderings will be helpful in future fundraising endeavors.
- The memorial project has been divided into smaller phases to allow for applications to be submitted for smaller grants.

Disaster Management Focus Group

Mike Z.

- Janice Vertlieb, a former member of the group, expressed a desire to re-join. The group. A letter is required requesting membership.
- The updated Emergency Plan should be done by end of November.
- Will be working closely with the Town's Grant Writer.

Agriculture Focus Group

Paul L.

- Just coming off vacation days so nothing new to add at this time.
- Looking for additional volunteers interested in Town farming activities to complement our numbers
- Striving for more participation by farmers to get their input, e.g., suggested inviting farmers to a dinner for discussion and ideas.

Community Development Focus Group

Rita K./Rich T

- Displays and volunteer solicitation forms are ready for Town Picnic

Management, Legal & General Discussion

Curt D./ Richard M

- Chair/Facilitator Richard M., still patiently waiting on responses for the SWOT analysis and rebranding surveys. Action is stymied until they are returned.
Action: Leaders have been notified.
- Since all budget estimates were not completed and returned, the Chair/Facilitator was compelled to estimate budgets for those leaders not responding in the time allocated.
- Distributed to Focus Group leaders in attendance, extracted goals and recommendations contained in the Town's Master Comprehensive Plan for consideration when deciding on their goals for CY 2019.
- Other topics not included in the "recommendations" can be undertaken with permission of the Executive Committee of the Task Force.
- Individual focus group goals should be returned in writing at the October 25th Task Force monthly meeting.
 - Late development: The aforementioned extracted goals and recommendations will be reviewed by Town Board members to ascertain their priority and appropriateness.
Action: Curt D
- The Task Force meeting dates and times for CY 2019, previously emailed to each focus group leader was approved after extensive discussion:

- Motion made by Richard M. and seconded by Joe M., to accept 2019 Task Force Meeting calendar (attached).
- Focus Group Meeting dates & times should be returned in writing at the October 25, 2018 Task Force meeting.

Action: Focus Group Leaders

Focus Group Members in Attendance:

Members Attending: Richard M. Curt D. Joe M. Richard T. Drew R.
 Rita K. Doris L. Mike Z. Karen F. Paul
 L.
 Absent: Joe G.
 Excused: Walt G. Ed S. Don P.
 Guests(s): Justin H. Thomas K.

Next Meeting Date & Time

Date: September 27, 2018
Time: 6:30 p.m. to 9:00 p.m. (approximate)
Location: Town Community/Senior Citizen Center

Adjournment Motion

Motion made by Joe M. and seconded by Mike Z. to adjourn the meeting at 8:50 PM. Motion unanimously carried.

Respectfully Submitted:

Mary Beth Long, Secretary (edited for content by Chair/Facilitator R.W. Muscatello)

Distribution:

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

Thought for the Month:

*“I’ve learned that people will forget what you said,
 people will forget what you did,
 but people will never forget how you made them feel.”` Maya Angelou*