

TOWN OF WHEATFIELD
Comprehensive Planning Implementation Task Force

SUMMARY OF MEETING - October 25, 2018

Meeting began at 6:30 PM

Adjourned at 8:00 PM

Approval of Meeting Minutes

Motion made by Rita K, seconded by Tom K to approve the minutes of the September 27, 2018 Task Force meeting. Motion unanimously approved.

Town Planner Report (written)

Airport Protection Plan: continue working with multiple entities to investigate PDR's possibilities, conservation easements, and other tools to protect properties contiguous to the NF International Airport. Grants may be available to protect and buffer them from surrounding uses (REPI program). The "Wheatfield Working Group" is taking the lead on the overall effort and will coordinate with the Agricultural Focus Group, the Airbase officials, the Town Board and other related groups.

Hierarchal Zoning and Mixed Use Zoning:

The purpose of this zoning district is to preclude homes being built in C1 or M districts, especially on Niagara Falls Boulevard. Waiting for a reaction from the Town Board. **Curt will pursue.**

Mixed Use is the way construction is going. It makes building practical with revenue stream and more flexibility so there is more incentive. Waiting for a reaction from the Town Board. **Curt will pursue**

Public Facilities and Parks and Recreational District: If properties used as parks were formally designated as public facilities or parks, the Town would be able to apply for grants. The purpose is to enhance the environment. Waiting for a reaction from the Town Board. **Curt will pursue.**

Solar Conversions: There is opposition from neighbors to solar farm on Lockport Road. **Curt will connect with Drew.**

Focus Group Leader Reports

Greenspace Focus Group

Justin H

- Group will be co-chaired by Joe Gargas and Justin Higner. Emily remains as a committed volunteer.
- CY 2019 meetings will occur on 2nd Tuesdays of each month at 6:30 p.m..
- Priorities for CY 2019 include developing recommendations for the park along the river and Cherry Hill property. First emphasis is on resolving the remaining CY 2018 projects referred to in Drew's monthly update..

Veterans Memorial Focus Group

Richard M for Ed S.

- With the resolution of the 501 © (3) status, the group is taking steps to initiate person-to-person presentations with corporate, commercial, industrial executives, soliciting this patriotic undertaking. Leaving behind an impressive pamphlet.
- Time is right to seek the volunteer services for an Honorary Chairperson.
- Professional guidance cites the need to have 80% of funding encumbered, on the books, before making formal public announcements, while bearing in mind the necessity for recognizing and including members of other regional operations; including political celebrities.
- Monthly meetings for CY 2019: 2nd Thursday of each month at 7:00 p.m.

Community Development Focus Group

Rita K.

- Goals for 2019:
 - Volunteer Recruiting and retention.
 - Creating a Volunteer handbook.

- Create a sexual harassment training program that is referenced in the proposed Volunteer handbook.
- Spending Town money, derived from taxes, for creating mementoes to attract and recognize the service of volunteers needs to be resolved.

Richard M.

Disaster Management Focus Group

Richard M.

- Both Mike Z and Richard M completed a NY State disaster management course. Certificates issued.
- Goals for 2019:
 - Establish, organize and maintain a permanent standalone EOC, as well as a secondary and tertiary EOC
 - Obtain emergency radios for communications and establish location for radios
 - Identify shelters in and outside of our community
 - Plans for sheltering our citizens
 - Identify evacuation transportation for citizens
 - Identify rally points for evacuation
 - Identify evacuation routes and possible signage
 - Identify and plan to evacuate our special needs citizens in our community
 - Identify and plan to evacuate pets
 - Community awareness campaign
 - Establish CAP(Community Action Plan) team
 - Identify potential and prioritize likely hazards, natural or manmade. Identify hazardous materials in our community.
 - CY 2019 Meetings: 3rd Tuesday of the month, starting at 7:00 p.m.

Energy Application Focus Group

Zack C.

- Final draft of a small cell law to complement the Town's communications law is ready for review by Wendel.
 - This draft has already been through one review with Wendel
- After the final review the document and approved by the Task Force, it will then go to Town Board for their approval or appropriate action.
- The Town Board via the Task Force expressed their appreciation for the amount of works gone into completing this challenging assignment. Kudos to the Energy Focus Group.
- CY 2019 Goal: Update the Town's Solar Law
- CY 2019 Meetings: 2nd Tuesday of the month, starting at 6:30 p.m..

Build Out Analysis Focus Group

Tom K.

- Amassing all information gathered during the last 16 months. Formatting the data for eventual use by the Town Board regarding new home building sustainability.
- CY 2019 Meetings: 4th Tuesday of the month, starting at 6:30 p.m.

Agriculture Focus Group

Richard M.

- Re-evaluating, re-submitting a FY 2019 Ag Implementation grant and the scope of that grant.
- Made contact with a Niagara County consultant who will be working with our group on matters related to the intended farmer meeting.
- To have a successful farmer meeting, there is a need to effectively communicate with them; asking what they want and allowing them to do more activity on their properties.
- Continue to explore ways of funding the protection of the remaining farmland.
- Explore the best agricultural alternatives for land uses that preserve rural character, mixed with suburban growth.
- Create, deliver and summarize a possible survey of Wheatfield resident's attitudes, values and beliefs about retaining rural character of our Town as outlined in the planning documents; requiring them to state the limits of their willingness to support this type of land use.
- Continue cooperation with the Wheatfield/NIMAC Working Group and program our activities to be compatible with the group's actions.
- Within budgetary constraints, carry out effective and innovative agricultural education for the public.
- Communicate with the Build-out Focus Group.

- Submitted meeting schedule and CY 2019 goals.

Management, Legal & General Discussion

Curt D. / Richard M

- Because of time constraints, Curt was unable to meet with the other Town Board members to obtain their comments relative to Hierarchal Zoning, Mixed Use Zoning, Public Facilities District, Parks & Recreational Districts, and Solar conversions. He asked to be on the December Task Force Agenda. **Action: Curt**
- Richard M distributed CY 2019 Task Force meeting schedules
- Final Town Center SWOT Analysis Survey forms – Disappointedly, received only seven (7) completed forms. In anticipation of a better response, Richard M suggested a new deadline of November 16th, 2018. After that date the consolidated survey will use information received as of that date.

Focus Group Members/Quests in Attendance:

- Attending: Richard M., Curt D., Rita K., Thomas K., Justin H., Zachary C. and Secretary Mary Beth L.
Absent/Excused: Walter G., Joe G., Paul L., Ed S., Mike Z., Richard T., Joe M., Don P., Drew Reilly

Next Meeting Date & Time

Date: December 6th, 2018

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

Location: Town Community/Senior Citizen Center

Adjournment Motion

Motion made by Justin H. and seconded by Rita K. to adjourn the meeting at 8:00 PM. Motion unanimously carried.

Respectfully Submitted:

Mary Beth Long, Secretary

Distribution:

Town Supervisor
MIS Coordinator
Town Planner

Task Force Members
Town Clerk

Town Board Members
ZBA Chairperson

Focus Group Members
Focus Group Leaders



□ **Community Development Focus Group**

Rita K.

- Goals for 2019:
 - Volunteer Recruiting and retention.
 - ~~○ Creating a Volunteer handbook.~~
 - ~~○ Create a sexual harassment training program that is referenced in the proposed Volunteer handbook.~~
- ~~Spending Town money, derived from taxes, for creating mementoes to attract and recognize the service of volunteers needs to be resolved.~~

Richard M.

□ **Community Development Focus Group**

Rita K.

- Goals for 2019:
 - Volunteer Recruiting and retention.
 - Follow up on the Town's "ThinkDIFFERENTLY" initiative passed on 2/26/18
 - Create a Volunteer handbook to include the Town's Anti Harassment/Sexual Harassment Policy effective immediately within the Town of Wheatfield as passed at the 10/1/2018 Town Board Meeting.
- Investigate the legalities of utilizing Focus Group budgeted funds to purchase momentos to attract volunteer membership and increase awareness of Town-mandated programs.

Richard M.