

## Town of Richford Planning Board

MINUTES – April 2 2014

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PRESENT – Charlie Davis, Emilie Stuhlmiller, John Schwartz, Bill Stell, Victoria Nuzzo

ABSENT - Kim Stanford

GUESTS – Victoria Morse, Kayla Martin, Chuck Merrill, Martin Wilcox

Meeting started at 7:01 pm.

### OLD BUSINESS:

Reviewed the February and March minutes. Schwartz moved and Stuhlmiller seconded to accept the February minutes. Unanimously approved. Stuhlmiller moved and Stell seconded to accept as amended the March minutes.. Unanimously approved.

Morse and Martin introduced themselves: They are students at Newark Valley High School and are attending the meeting as part of a school program. Davis and Stuhlmiller gave the guests an overview of the function of the Planning Board, and the Comprehensive Plan.

Davis discussed his meeting with the Town of Berkshire Planning Board. They had recently passed an update to town laws, and they were informed by their attorney that they needed to have a law designating creating the Planning Board. Wilcox stated that the Town Board of Richford created a similar document in 1980 or 1981. Davis volunteered to review the old Town Board minutes and locate that law.

Lengthy discussion about the Comprehensive Plan Survey, and minor changes to a final acceptable form. Schwartz asked if the survey should be vetted by the Town Board before sending out to residents. Agreement that the Planning Board should remain as an independent advisor to the Town Board, so the survey will be sent as is. Davis will ask the Town Board to pay for the survey. If they will not provide funding he will seek outside funding. The least preferred option is to omit one newsletter and use those funds to pay for printing and mailing the survey. Estimated cost is \$100 to print a 4-page survey, plus envelopes, plus stamps. Stell suggested using a colored paper to better attract attention. Nuzzo suggested only the front page on color – this is the page with the name and address that will be removed. Davis suggested sending it out before June 1. Will review and finalize at May meeting, then mail as soon as possible after. Davis will get a cost estimate from the Post Office for sending a 3 or 4 page survey with envelope, and an estimate from Word Pro for the printing and folding costs.

### NEW BUSINESS:

Stuhlmiller discussed the next issue of the newsletter. Articles should be sent to Nuzzo by April 11. Newsletter will be prepared and sent for review by April 13. Can have a separate bin for CFC bulbs at the garbage truck – will put in newsletter. Also include that rechargeable batteries can be returned to stores selling them (law).

Nuzzo moved and Schwartz seconded a motion to adjourn the meeting. Unanimously approved.  
Meeting adjourned at 8:37 p.m.