

Town of Richford Planning Board

MINUTES – May 7 2014

PRESENT – Charlie Davis, Emilie Stuhlmiller, John Schwartz, Bill Stell, Victoria Nuzzo
ABSENT – Kim Stanford
GUESTS – Piper Davis, Chuck Merrill

Meeting started at 7:05 pm.

OLD BUSINESS:

Piper Davis introduced herself: She is attending the meeting as part of the requirement to earn her Girl Scout government badge. Nuzzo gave the guest an overview of the function of the Planning Board, and the Comprehensive Plan.

Reviewed the April minutes. Stell moved and Schwartz seconded to accept the April minutes. Unanimously approved.

Merrill has prepared a letter requesting appointment the planning board. Davis will present this to the Town Board at the next meeting. Stanford has informed the Board that she wants to resign. Davis will present her email indicating her resignation to the Town Board.

Davis reviewed the town minutes from ~1981-3 when the Planning Board was originally designated by the Town Board. Davis could not find an original document designating the responsibilities of the Town Board. However, all Planning Board and Town Board members acknowledge that the Planning Board has been a 7 member board for as long as anyone can recall. This implies that there is a written document. Town Board minutes from Feb 11 1980 recommended a planning board, and on Jan 12 1981 7 Planning Board members were appointed by the Town Board.

Davis indicated the newsletter was sent out in a timely manner. Short discussion about the Comprehensive Plan Survey, and minor changes to a final acceptable form. Discussion about the mailing for all Town residents. Davis has worked diligently to get all addresses.

Discussion about sending out survey to students > 18. Davis may send a pdf to the Newark Valley High School government class, and ask the teacher to have students fill it out, and we will use the ones who live in Richford. This may encourage the parents to fill out the survey as well. Some 373 residents plus 85 PO boxes, and 241 out of town land owners; thus, a ~65:35 split between residents and non-residents.

The Town Board will not pay for the survey, therefore the PB will publish only 3 newsletters and use the funding for the 4th newsletter to cover part of the survey costs. Estimated cost is ~ \$225 to print a 4-page survey, plus cover letter. An extra 50 copies will be printed and available at the Town Hall. Additional costs include envelopes (will be donated by Nuzzo) plus stamps (approximately 500 will be covered by the current budget, and an additional 250 will be needed). Davis will request the funding from the Town Board.

The survey will be sent to the printer next week, and members will meet Tuesday May 21 at 7pm to assemble with envelopes and stamps.

Nuzzo moved and Stell seconded a motion to adjourn the meeting. Unanimously approved. Meeting adjourned at 8:24 p.m.