

TOWN OF MIDDLEFIELD
MINUTES OF THE COMPREHENSIVE PLAN COMMITTEE
January 17, 2023

PRESENT: Chair David Karl, Middlefield Town Supervisor, Andy Baugnet, Middlefield Planning Board, Peg Leon, Middlefield Town Board (via zoom), Neal Newman, Middlefield Zoning Enforcement Officer, Jennifer Pindar-VanKampen, Middlefield Town Board.

Meeting called to order 6:12 pm by Chair Karl.

The Comprehensive Plan Committee met for the first time to discuss reviewing and updating the Master Plan (also referred to as comprehensive plan) for the Town of Middlefield, Otsego County, New York State, 1989. Affirmed, Updated, and Adopted by the Town Board again June 14, 2011 (pursuant to NYS Town Law Section 272-a). The current plan is 2 pages in length.

It was agreed a comprehensive plan is a written document that identifies the goals, policies, and strategies for the community. The plan may include guidelines for utilities and infrastructure improvements, economic development, land uses, and government services.

The updated plan attempts to answer 3 questions:

- What are the current conditions of the town now?
- What do we want for the future of our town?
- How can we get to that future?

The group discussed priorities and decided a survey should be created and sent to all landowners in Middlefield in order to receive as much input from the town as possible. Engaging the public and directly affected stakeholders is one of the most important aspects of developing a comprehensive plan. Working closely with Town residents, farmers, business owners, and town officials will help create consensus and is a priority. The survey will be mailed and will also be available as an online form that will be posted on the Town of Middlefield website. Ways of communicating to the public that the survey is available will be through newspapers and social media. A specific page for the comprehensive plan will be added to the website that will contain all related activities, and minutes from the comprehensive plan committee. Otsego County Real Property will generate labels.

This process is considered a Type 1 Action under State Environmental Quality Review (SEQRA). The long form will have to be filled out. The SEQRA review will begin once the survey is mailed out.

Chapter VI, Part 617.4, Type 1 actions reads as follows:

The following actions are Type I if they are to be directly undertaken, funded or approved by an agency:

- *the adoption of a municipality's land use plan, the adoption by any agency of a comprehensive resource management plan or the initial adoption of a municipality's comprehensive zoning regulations.*

Local resident Eula Ramroop, Vice President of Operations at Bassett Healthcare Network, spoke to the group about her concern for affordable housing and lack of public transportation in Middlefield.

Motion to adjourn at 6:48 pm by D. Karl, 2nd A. Baugnet, all in favor.

The next comprehensive plan meeting will be held Tuesday February 21, 2023, at 6:00PM in the Middlefield Town Hall.

Respectfully submitted,

Andrew Baugnet-Secretary