

TOWN OF MIDDLEFIELD PLANNING BOARD  
MINUTES OF THE REGULAR MEETING  
January 6, 2022

PRESENT: Chair Sydney Waller, Andy Baugnet, Roy Kortick (via zoom), Bill Ralston, Abby Rodd, Johnny Nemec

Also: Neal Newman, Middlefield ZEO, David Karl Town Board Chair) Supervisor, Peg Leon Town Board Member

Meeting called to order 7:05 pm by Chair Waller

Minutes of the December 2 meeting were read. Motion to approve as modified by B. Ralston, 2<sup>nd</sup> J. Nemec, All in favor

OLD BUSINESS

Kurt Terrel appeared before the board (on behalf of the landowner) regarding the Cornish Hill Solar Proposal. Drone footage showing the site, along with other information will become available shortly as they are proceeding with this project.

The Planning Board has a vacancy posted on the town website, and in the Oneonta Daily Star.

Chair Waller shared a letter that she had presented to the Town Board Dec 14, 2021, with a new proposed budget for the updated Comprehensive Plan. Logistics regarding the process and surveys that ask for community input were discussed.

Chair Waller also reported that she had reached out to Community Planning and Environmental Associates (CPEA) and they provided a Generic Estimate of Tasks, Hours, and Fees which was shared at the planning board meeting. CPEA requested a formal Request for Proposals (RFP) from the planning board if they are interested in further exploration of services. The Planning Board concurred this made sense.

Peg Leon spoke in regards to legal aspects on how the Town Board can use funds from American Rescue Plan Act of 2021 (ARPA) for a Comprehensive Plan update. More information will be forthcoming.

The Small Group is on hold until we have a planner in place, per Neal Newman, who had volunteered to convene the group at the last TB meeting when the county has a new planner on staff.

Chair Waller discussed her updated Outline of Steps for the Comprehensive Plan and noted she will keep one updated as steps take place, for an ongoing record of actions.

NEW BUSINESS

Chair Waller announced secured commitments for an additional \$5,000 from a local non-profit and private donors. This is in addition to the \$5,000 commitment from the Town Board towards Comprehensive Plan updates.

Chair Waller addressed advisability of continued search for planner for the Comprehensive Plan as the Town has not gone into contract. A special meeting has been scheduled for January 20th at 12 pm to develop a (Request for Proposals) RFP that would seek a qualified consulting firm to assist with public engagement and comprehensive plan review, writing and presentation for a Comprehensive Plan update. A consensus was reached, no motion was made.

Motion to adjourn by A. Rodd , 2nd J. Nemec . All in favor.

Meeting adjourned at 8:00pm

Respectfully submitted,

Andrew G. Baugnet, Secretary