

Minutes - Town of Middlefield Planning Board, August 7, 2025 (Approved)

Board Members Present: Carol Kennedy, Sydney Waller, Cleo Mook, Julie Joyce, Johnnie Nemeec

Others Present: Neal Newman Town of Middlefield ZEO

Call to Order: Chair Sydney Waller, 7:01PM

Privilege of the Floor – None. Board Members and others present took a quiet moment to reflect on the loss of Bill Ralston a long-term Middlefield Planning Board member.

Minutes of July 3, 2025, Meeting

Read by Carol Kennedy secretary. *Motion to approve July minutes –Johnnie Nemeec, second Julie Joyce. All in favor.*

Projects from the community (in the order of application)

Potential Lot line adjustment from Keelan Kraham--he wants to buy part of the Montgomery Farms land at the corner of Hayes and County Rt 33 and add it to his lot on Butterbowl Road. Since the applicant did not attend the meeting the Board members reviewed and clarified the possible proposal.

Potential subdivision of lot proposed by Stephanie Zanetti for Lot 86.00-1-11.01 on 328 Barnum Rd. Survey shows only 190 feet of frontage, so owner would need a variance to subdivide. Also, according to the deed, it looks like the property was subdivided in 2018 from a larger parcel that was sold in 1980. This would make it a minor subdivision, rather than simple subdivision. Not a big difference, but a minor subdivision requires a public hearing at the Town Board level. Board described that the owner would need to go to the Zoning Board of Appeals to get a variance before approval for creating a lot with only 190 feet of road frontage. Since the applicant did not attend the meeting the Board members reviewed and clarified the possible proposal.

Old Business & Reports

Updates from most recent Town Board meeting

Sydney went to the meeting and one issue for the Town that was discussed was will there be anyone running for highway superintendent.

Update on Climate Smart Community Task Force

May not have been very active since the last meeting

Update on Shoreline and Lake Protection Area Revision of Section G in Town of Middlefield Zoning Law

Currently the updates are part of the zoning law and are not on the website. The Town lawyer says it will take some time to incorporate it into the zoning law. To make people aware, Neal will put up the updates on the Town website, with a message saying “this section will replace Section G” until the new wording is written into the zoning law.

New Business

- A. New member application (Rob Mol) - Sydney sent out his application to the Planning Board members for review. Board members discussed the possibility of updating the application for new Planning Board members to include a more detailed biography. Julie mentioned she would work on the application to add more information about the applicant’s background.
- B. Currently the Planning Board does not have a budget. The Town Board budget workshop is at the end of September and would be the time to make a budget request. These funds could cover conferences, experts (consultants), and questionnaires or surveys. We will work on ideas for possible budget and try to be as specific as possible – showing the reasoning behind our funding ask. Sydney, Johnnie, and Cleo will put together a draft of a possible budget for the next meeting.
- C. Reviewing PB responsibilities re Comp Plan –Sydney will reach out to Tammy and Trevor at the County Planning Board to see if we can meet with them and see if they can give us advice about which directions to take. Julie Joyce also reviewed the comprehensive plan document and highlighted portions where the Planning Board was involved or mentioned. She will try to send it to us.

Announcements

Motion to adjourn made by Johnnie Nemeec; seconded by Cleo Mook. All were in favor.
Meeting ended at 8: 00pm. Minutes respectfully submitted, C. Kennedy