PRESENT: Poney Carpenter, Lori Elrod, Vera Howe-Strait, Judy Hyman, Marnee Kirchgessner, Mary Jo Lovelace, Beth McGee, Becky Sins, Dan Walker

 Beth McGee called the meeting to order at 6:40 p.m.

 Members of the Committee introduced themselves.

Beth McGee stated that the committee needed to set up regular meeting dates. Future meetings: Wednesday – April 16, April 30, May 21 – 7:00 pm, Enfield Community Building.

Poney Carpenter agreed to be the **facilitator** for future meetings, to make sure items on the agenda are completed. It was discussed that meetings should only be 1 to 1 ½ hours. Agenda for the next meeting will be decided on at the end of each meeting. Beth McGee announced that George Frantz from the Department of City and Regional Planning, Cornell University and Randy Brown, Newfield – Comprehensive Plan Committee, said they would come and talk to the committee. She also stated that George Frantz indicated that there were opportunities for Cornell students to come help with projects involving the CP.

Marnee Kirchgessner asked who the Comprehensive Plan (CP) was being written for. Dan Walker stated the CP is to guide the Town Board in their decisions for the town. New York State states that towns should not try to zone their town without a CP. There was discussion regarding the CP and the town being self-sufficient, economic development, grants for marketing and infrastructure. Beth McGee would like to see the CP be more assertive in the future plans.

Marnee Kirchgessner asked what the charge for the CP Committee was. Beth McGee answered the Town Board would like the committee to go over the document and bring it to completion. They would like more details and future planning direction for the Town Board members to consult.

Marnee Kirchgessner stated she thought the committee should start with the vision statement in the CP. Poney Carpenter disagreed, stating that the vision statement should not be addressed until the report itself has been written. Marnee Kirchgessner stated she thought there should be more data from the census showing the growth patterns of the town. Beth McGee thought this data could be used, if needed, to address different issues in specific sections.

Marnee Kirchgessner stated she did not think the CP survey results represented all residents of the town. She thought the people responding all owned their own homes. One of the issues she thought should be addressed was where is the community center? She wants town policy to cover everyone and reminded the committee that there are 4 school districts in the town. Beth McGee responded that the goals in CP are specific to all residents. The committee will have to decide on how to go forward with the CP.

Poney Carpenter suggested the committee needs to decide on the process for working on the CP. He suggested using sticky notes to write ideas down on concerning process, content, and structure of the CP. They could display them on the wall, sorted, for everyone to see. Lori Elrod suggested using a project management process. Poney Carpenter thought it would not work and wants to see a process of ideas coming together as a whole. He suggested everyone come back with ideas for the next meeting.

Dan Walker suggested looking at the town budget because it is the primary tool that the Town Board uses. He pointed out that roads are the biggest expenditure. Fire protection is also big and this was not covered in the CP. The need of residents should be addressed – public transportation, resources for housing both maintenance and affordable housing, and growth of the community. There was discussion regarding the money taken in from residents vs. money spent out on resident services. Dan Walker also pointed out the areas where developments are privately owned now but in the future, these areas may come back to the town for maintaining. This would involve water and sewer issues.

Beth McGee said she will send out e-mail regarding the CP in Newfield, Caroline and the budget of Enfield.

Becky Sins asked how the CP was started. Beth McGee answered that the Town Board asked the Planning Board (PB) in 2011 to update the CP. Groups for each section were organized and a survey of community needs was sent out using the web and community newsletter. The update was written but the Town Board requested more details and future planning direction. The Town Board decided a separate committee for the CP would be a good idea.

Dan Walker stated that areas of interest need to be defined. An inventory of what resources are in the town and what community members want should be addressed. George Frantz and his students presented the PB with maps regarding agriculture, infrastructures, etc. He suggested the committee look at the maps. He also stated the maps in the appendices in the CP need to be up dated. He also reminded the committee that agriculture is important in the community and that the CP needs to make sure it has adequate protection.

It was suggested that the next meeting be a gathering of information on the town using maps, budget and draft CP. Beth McGee said she would send out links and copies of the 2006 Enfield Business Directory, CP survey results, CP for the towns of Newfield and Caroline, and town Budget.

Beth McGee said that George Frantz gave her different options of help from his Cornell group. It was suggested that his group be asked for suggestions on work they could be involved in. Beth McGee will ask George Frantz to come on the 30th. She will ask Randy Brown when he would be available to come to a meeting.

Poney Carpenter stated he will put together a write up of his suggestions on the process of putting the CP together. He would like to be able to identify primary goals and topics for the CP. Beth McGee thought the committee after about 5 meetings could work on an easy section.

Marnee Kirchgessner suggested the Town Board inform the committee on the areas which they thought had missing information in it. Beth McGee responded that the committee needs to put together what the community wants as a whole

Meeting adjourned at 8:00 p.m.

 Respectfully submitted, Sue Thompson, Recording Secretary