

TOWN OF MINA  
**PLANNING BOARD MINUTES**

**April 13, 2022**

**Planning Board Members Present:** Kris Gleason (Chair), Pat Cuneo, Jo-Ann Travis (via Zoom), John Shifler

**Planning Board Members Absent:** None

**Others Present:** Don McCord; Ellen Shifler, Mina Code Secretary

**Call to Order:** The meeting was called to order at 6:08 PM by Kris Gleason, Chair.

**Pledge of Allegiance**

**Legal Notice** of the meeting was acknowledged (*Post-Journal 3/22/22*).

**Minutes** of the meeting of **3/9/22** were approved as **presented** upon motion by John Shifler and second by Pat Cuneo.

**PUBLIC INPUT:** None

**PLANNING BOARD DISCUSSION ITEMS:**

1. COMPREHENSIVE PLAN - Consultant Don McCord (Small Town Planning) led discussions on the **“Draft Mina Focus Group List”** and draft **“Focus Group Workshop”** document.
  - a. The Planning Board offered suggestions for the final make-up of five (5) proposed focus groups:
    - 1) Non-Profits (10)
    - 2) Town Employees (8)
    - 3) Business Community (10)
    - 4) Community Planners and Citizens (10)
    - 5) Informal Leaders / Citizens (10)
  - b. Mr. McCord proposed splitting the five sessions over two days and including evening sessions to accommodate those who work during the day.
  - c. Mr. McCord will redraft the focus group lists and send an updated draft to the Planning Board.

- d. Invitations need to be issued for focus groups to begin in May. If initial invitation response is low, other names may be selected from the original lists submitted. Seasonal residents begin to arrive Memorial Day weekend.
- e. The Board reviewed questions and wording of the “Focus Group Workshop” hand-out. Focus group participants would complete the questionnaire at the beginning of the session, with those responses serving as framework for the discussions.
- f. Other discussion took place on the Town of Mina demographics, the nature of a lake resort community and impact on the local businesses and permanent residents, lake quality, lake safety, and ascertaining community needs and solutions.
- g. Needs identified by the focus groups will inform the development of the comprehensive plan community-wide survey.
- h. Each Planning Board member should plan to attend one focus group session as an observer and possible recorder.

2. UPDATES: SOLAR ENERGY and CANNABIS

The Planning Board has no new assignment on the topics of solar energy or cannabis. Solar law for the Town of Mina is in legal review. There is no new guidance on cannabis from the State of New York.

3. NEXT MEETING: **Wednesday, May 4, 2022** at 6:00 PM.

4. Meeting was adjourned at 7:09 PM upon motion by Pat Cuneo and second from John Shifler.

Recorded by: Ellen Shifler, Code Secretary, Town of Mina