

TOWN OF BROADALBIN PLANNING BOARD

**WEDNESDAY
NOVEMBER 27, 2024
7:00 P.M.
BROADALBIN TOWN HALL**

MEETING NOTES

PRESENT:

MIKE CRISPIN, CHAIRMAN
JARROD ABRAMS, VICE CHAIRMAN
DALE POTTS, MEMBER
PHILIP COMINI, MEMBER
JAMES MAGIELDA, MEMBER
MIKE GALLUP, MEMBER

SCOTT HENZE, DIRECTOR, FULTON COUNTY PLANNING DEPARTMENT

OTHERS: Supervisor DiGiacamo, Councilman Rorick and Grant Palmer

The meeting was called to order at 7:06 p.m.

I. MINUTES FROM SEPTEMBER 25 & OCTOBER 23, 2024 MEETING:S

PLANNING BOARD ACTION:

MOTION: To approve the minutes to the September 25, 2024 meeting.
MADE BY: Member Comini
SECONDED: Member Potts
VOTE: 5/0/1 (Member Magielda abstained)

MOTION: To approve the minutes to the October 23, 2024 meeting.
MADE BY: Member Abrams
SECONDED: Member Comini
VOTE: 5/0/1 (Member Magielda abstained)

II. OLD BUSINESS:

A. REALE MINOR SUBDIVISION APPLICATION (PROJECT NO. 2024-07 CONT'D)

A. Background/Information Submitted:

- Completed application for Subdivision (Unsigned) with no date.
 - Completed Part 1 Short Environmental Assessment Form completed by Chris Foss, P.L.S. (Unsigned).
 - Subdivision Map of lands of Isabel M. & John M. Reale prepared by Ferguson & Foss Professional Land Surveyors, PC. dated March 26, 2024 and revised June 24, 2024.
- Isabel & John Reale would like to subdivide parcel 167.-1-42.12 totaling 7.69 +/- acres as follows:

| Area | Parcel | Acreage | Amenities | Road Frontage |
|------------|--------------|----------|-------------------------|----------------|
| Broadalbin | 167.-2-40 | 2.66 +/- | Existing Driveway | 426.54+/- feet |
| Broadalbin | 167.-2-40 | UNK | Driveway Access | 35.26+/- feet |
| Perth | 167.-1-42.12 | 5.03 +/- | House, Garage, Driveway | 35.26 feet |

- Subdivision is located within the Towns of Broadalbin and Perth.
- **During the September 25, 2024 meeting, the Planning Board discussed whether or not the application was a subdivision or a lot line adjustment.**
- **A request was made to verify with Chris Foss or Ferguson & Foss Professional Surveying to confirm along with the following additional questions in regards to the application:**

1. **Do you intend this application to be a 2-lot subdivision in the Town of Broadalbin or are you considering Broadalbin's Review to be a Lot Line Adjustment? If you are requesting a Lot Line Adjustment, then please revise the Application to reflect this.**

Response: "The town line as shown is just approximate as scaled off the tax map so I didn't think they would bother with the little triangles shown on the map. I guess it would be a subdivision".

2. **Please add to the map the Landowner Names of all property owners adjoining the project property within the Town of Broadalbin.**

Response: Has not provided information yet.

3. **Please identify the location of all wells and onsite septic systems to all project parcels.**

Response: Apparently, we did not see a well or evidence of the septic system. I will check with owner to see if we can plot it.

4. **If it is determined to be a Minor Subdivision, there will be \$100 application fee and a \$150 Lot fee. If it is a Lot Line Adjustment, then there will be a \$50 application fee.**

Response: I will tell the owner to send money. I can add the signature block for both towns.

PLANNING BOARD DISCUSSION:

B. Review of Minor Subdivisions:

1. The Preliminary Plat must include the following information (Provided, To Be Provided, Waived):

➤ **During the September 25, 2024 meeting, the Planning Board determined the following:**

| REQUIREMENT | STATUS |
|---|-----------------------------|
| a. A survey of the tract of land to be subdivided prepared by a NYS Licensed and Registered Land Surveyor giving complete descriptive data by bearings and distances showing the parcel(s) to be subdivided in relation to the entire tract and the distance to the nearest existing street intersection. | Provided |
| b. The proposed subdivision name, the date, north arrow, map scale, name and address of record owner and subdivide. | Provided |
| c. The total area (acres) of the lot(s) to be subdivided. | Provided |
| d. All existing structures, wooded areas, streams and other significant physical features within the portion to be subdivided and within 200 feet thereof. If topographic conditions are significant, contours shall also be indicated at intervals of not more than five (5) feet. | Provided |
| e. The name of the owner(s) and all adjoining property owners as disclosed by the most recent municipal tax records. | To be provided |
| f. The tax map sheet, block and lot number of the parcel(s) to be subdivided. | Provided |
| g. All existing utilities and streets. | Provided |
| h. The proposed layout of lots including lot width, depth, and lot area, street layout, street cross section, proposed open spaces or recreation areas, and the proposed storm water management systems within the subdivided area. | Waive |
| i. The location of all groundwater wells and septic systems for each lot and the distances between each well and all adjoining septic systems. | To be provided |
| j. Soil percolation and/or deep hole test results on each lot in the proposed subdivision as required by the Planning Board. | Waive |
| k. All existing restrictions on the use of land including easements, covenants, and Town requirements. A copy of such covenants or deed restrictions that are intended to cover all or part of the tract shall be included. | Waive |
| l. A Full Part I Environmental Assessment Form completed by the applicant. | Waive (excepted short form) |

| | |
|---|----------------|
| m. Minor Subdivision Application and lot fee: \$100 application fee, \$150 for each new lot created. | To be provided |
|---|----------------|

2. The Planning Board reserves the right to waive any of the above-mentioned requirements where appropriate.
3. The Planning Board shall review the Preliminary Plat against the design standards in Subsection F.

C. Design Standards for Minor Subdivisions:

a) Lots to be buildable.

- 1) The lot arrangement shall be such that in constructing a building in compliance with Town requirements, there will be no foreseeable difficulties for reasons of topography or other natural conditions.
 - 2) Lots should not be of such depth as to encourage the later creation of a second building lot at the front or rear.
 - 3) No buildings or structures shall be erected within 50 feet of the right-of-way line of any public highway or street and no closer than 20 feet from any adjacent property line.
 - 4) The total square footage of all buildings and accessory structures on any one lot shall not exceed 50 percent of the minimum lot area.
- Based upon the information provided to date, does the Planning Board feel as though the Required Documents have been met?
 - **During the September 25, 2024 meeting, the Planning Board determined that additional information was required as noted above.**

b) Lot Access to public or private street. Not applicable

- 1) All buildable lots shall have at least 40' of frontage onto:
 - A public street.
 - A private street built on the requirements of these regulations and the Town's specification that leads directly to a public street.
- Based upon the information provided to date, does the Planning Board feel as though the Required Documents have been met?
 - **During the September 25, 2024 meeting, the Planning Board determined that additional information was required as noted above.**

c) Corner lots. Non applicable

- 1) In general, corner lots should be larger than interior lots to provide for proper building setback from each street and provide a desirable building site.

- Based upon the information provided to date, does the Planning Board feel as though the Required Documents have been met?
- During the September 25, 2024 meeting, the Planning Board determined that this item was not applicable.

d) Lots subject to flooding. Not applicable

- 1) Lots subject to flooding or land deemed by the Planning Board to be uninhabitable shall not be platted for residential occupancy nor for such other uses as may increase danger to health, life or property or aggravate the flood hazard, but such land within the plat shall be set aside for such uses as shall not be endangered by periodic or occasional inundation or improved in a manner satisfactory to the Planning Board to remedy said hazardous conditions.

- Based upon the information provided to date, does the Planning Board feel as though the Required Documents have been met?
- During the September 25, 2024 meeting, the Planning Board determined that this item was not applicable.

D. State Environmental Quality Review:

Section 617.1 of 6 NYCRR states that, the basic purpose of SEQR is to incorporate the consideration of environmental factors into the existing planning, review and decision making processes of State, regional and local government agencies at the earliest possible time. To accomplish this goal, SEQR requires that all agencies determine whether the actions they directly undertake, fund or approve may have a significant effect on the environment, and if it is determined that the actions may have a significant effect, prepare or request an environmental impact statement. Under these terms, the review of a subdivision application is subject to SEQR.

- Due to the fact that all structures are located within the Town of Perth and that the Town of Perth Planning Board is also reviewing the application as a Minor Subdivision (9/25/24), the Town of Perth will conduct SEQR.
- During the September 25, 2024 meeting, the Planning Board noted that the Town of Perth Planning Board would be undertaking the required SEQR Lead Agency/review.

E. Public Hearing:

In accordance with Section 276 of the Town Law of New York State, the Planning Board must hold a public hearing on any subdivision application within sixty-two (62) days of the date of submittal of the completed application.

The Public Hearing shall be advertised in a newspaper of general circulation in the Town at least five (5) days before such hearing.

- **During the September 25, 2024 meeting, the Planning Board held the required Public Hearing for the Reale Minor Subdivision (Project #2024-07) at 7:00 P.M. on Wednesday October 23, 2024 at the Town of Broadalbin Town Hall.**
- **The Planning Board has 62 days from the date that the Public Hearing was closed to issue a final decision.**
- **To date, no new information has been provided as was requested.**

PLANNING BOARD DISCUSSION: Chairman Crispin stated that during the October meeting the Planning Board conducted the required public hearing for the Reale Minor Subdivision application and closed said hearing. Chairman Crispin noted that the Planning Board has 62 days from the date that the Public Hearing is closed to issue a decision. Chairman Crispin noted that the Planning Board had requested additional information from the applicant and to date said information has not been provided and therefore there will be no decision made during tonight's meeting. Chairman Crispin noted that the Planning Board will need to issue a decision at the next meeting and asked Mr. Henze to contact Mr. Foss again for the additional information.

F. Decision:

1. The Planning Board shall, within 62 days from the date the public hearing is closed, approve, conditionally approve with or without modification or disapprove an Application for a Major Subdivision. This time may be extended by mutual consent of the applicant and the Planning Board. Failure of the Planning Board to act within such timeframe shall constitute approval of the Final Plat. If the Planning Board approves the Final Plat, the Applicant or his or her duly authorized representative shall be notified in writing of the decision.
2. If the Planning Board approves the Final Plat, the Planning Board Chairperson is authorized and empowered to sign the Final Plat.
3. In the event of a conditional approval, with or without modification, the Planning Board Chairperson is authorized and empowered to sign the Final Plat upon compliance with such conditions and requirements as may be stated in its conditional approval of the Final Plat. Within five (5) days of the granting of a conditional approval, a letter shall be forwarded to the applicant or his or her duly authorized representative outlining the conditions that must be met in order for the Planning Board Chairperson to sign the Final Plat.
4. Conditional approval of a Final Plat shall expire 180 days after the date of the conditional approval unless the requirements have been certified as complete within that timeframe. The Planning Board may, however, extend the time for two (2) additional ninety (90) day periods each within which a conditionally approved Final Plat may be submitted for signature if, in its opinion, such extension is warranted under the circumstances.
5. In the event that the Planning Board disapproves a Final Plat, the Applicant or his or her duly authorized representative shall be notified by the Planning Board in writing within seven (7) calendar days of the reasons for such disapproval.

MOTION: To (approve) (deny) (approve with conditions) the Reale Minor Subdivision (Project #2024-07) and to authorize Chairman Crispin to sign the final subdivision plat.

Conditions:

MADE BY:

SECONDED:

VOTE:

END OF AGENDA ITEM

B. DRAFT SOLAR ENERGY FACILITIES LAW CONT'D:

- Continued review of revised Solar Energy Facilities Law based upon Town of Rotterdam solar law.
- Planning Board held a special work session on September 11, 2024 at 6:30PM.
- Planning Board held a joint Planning/Town Board meeting on September 25, 2024 to continue to edit the draft Solar Energy Facilities Law.
- Edits made during the September 25, 2024 meeting were incorporated into the draft.
- The Planning Board and Town Board held a second joint meeting on October 16, 2024. Edits to said meeting have not been incorporated into the draft.
- **A Joint Town Board and Planning Board meeting was held on November 12, 2024 to discuss final edits.**
- **Edits provided by Chairman Crispin were incorporated into the draft law.**
- **Edits provided by Town Board member Bogardus were incorporated into the draft law.**
- **The final version of the draft law was sent to Supervisor DiGiacamo and the Town Clerk on November 14, 2024.**

PLANNING BOARD DISCUSSION: Chairman Crispin reviewed the information as identified in the agenda. Chairman Crispin noted that Supervisor DiGiacamo had passed out an opinion from Town Attorney Christopher Stanyon in regards to a review of the proposed Solar Energy Facilities Law as it stands to date. There commenced a discussion in regards to Mr. Stanyon's letter of opinion. Supervisor DiGiacamo noted that the Town Attorney indicates that there is too much discretion placed on the Planning Board with little guidance provided to the applicant on many items. Supervisor DiGiacamo also noted that some of the fees in regards to expenses that can be requested by the Planning Board are to open-ended. Chairman Crispin noted that the Planning Board could waive fees or not require fees depending on the application. Member Mageilda indicated that he felt as though the law is overly complicated and confusing. Member Potts questioned what the Town Attorney would say if he were to review the original law that the Planning Board had worked on that was forwarded to the Town Board prior to Rotterdam revised law. There commenced a discussion in regards to requesting that the Town Board send the previous Solar Law to the Town Attorney for a letter of opinion. There then commenced a discussion in regards to sending both laws to a specific land use attorney rather than the Town Attorney given that the Town Attorney does not practice land use law specifically. Chairman Crispin noted that he believes that the Town had utilized Jeff Meyer. There then commenced a discussion in regards to the Town Site Plan Review law in comparison to adopting specific zoning regulations. Councilman Rorick indicated that the Town should seriously consider zoning as a land use tool to regulate uses and noted that his research shows that the Towns Site Plan Review law is not applicable without zoning. Councilman Rorick suggested that the Town issue a moratorium based adopting zoning regulations. Member Potts stated that the Town should first update the Comprehensive Plan prior to enacting future zoning regulations. There then commenced a discussion in regards to the Towns willingness to entertain zoning. Member Abrams stated that there are many people in the Town that would not want zoning regulations. Member Mageilda stated that he believes as though the Town's Site Plan Review regulations are legitimate and enforceful given that the fact that they were filed with the NYS Department of State. Mr. Henze explained the differences between zoning as a land use regulation verses stand-alone site plan and subdivision type regulations. Councilman Rorick stated that he is not pro zoning but if it is what is needed to protect the people of the Town of Broadalbin then he would be. There then commenced a discussion in regards to the enforcement of land use laws.

MOTION: To request that the Town of Broadalbin Town Board send both final Solar Energy Facility Laws to the Law Firm of Meyer & Meyer (or other land use attorney) for a technical review of each and ask for a letter of opinion on the Towns Site Plan and Subdivision laws being enforceable without specific zoning regulations.

MADE BY: Member Potts
SECONDED BY: Member Comini
VOTE: 6/0

END OF AGENDA ITEM_____

III. NEW BUSINESS:

A. RYSCOTT DEVELOPMENT, LLC (PROJECT NO. 2024-08) CONCEPT:

1. Background/Information Submitted:

- Completed Short Environmental Assessment Form submitted by Larry J. Ruzycky, P.E.
- Pine Park Campground Expansion Site Drawing prepared by Larry J. Ruzycky, P.E. dated March 3, 2024 and revised July 9, 2024.

2. Project Overview:

- Pine Park Campground is owned by Ryscott Development, LLC.
- Tax Parcel No. 137.-3-8 is approximately nine (9) acres in size and is located within the Town of Broadalbin.
- Pine Park Campground is located along NYS Highway 29 with the entrance via County Highway 126 and through Tax Parcel No. 137.20-6-13 also owned by Ryscott Development, LLC.
- Tax Parcel No. 137.20-6-13 is located within the Village of Broadalbin.
- Pine Park Campground currently consists of 35 vacation trailer sites that are serviced by existing municipal water supplied via the Village of Broadalbin and onsite septic.
- The proposed project will add 35 additional vacation trailer sites and is proposed to be connected to the Village of Broadalbin's municipal sewer system.
- The existing onsite septic systems will be decommissioned.

3. Chapter 163 Mobile Homes and Parks; Vacation Trailers and Campgrounds:

- This project would fall under Chapter 163-11 Requirements for Vacation Campgrounds.
- The Planning Board should discuss this section of ordinance with the applicant specifically as it pertains to:

- a. Density of Development
- b. Additional Traffic
- c. Proposed municipal sewer connection
- d. Others

- **During the October 23, 2024 meeting, the Planning Board preliminary reviewed the project expansion and agreed that the project would be reviewed under Chapter 163 Mobile Homes and Parks, Vacation Trailers and Campgrounds local law and that the applicant should submit the plans based upon said regulations at a future meeting.**

PLANNING BOARD DISCUSSION: Chairman Crispin reviewed the background information as identified within the agenda noting that the applicant's representative had met with the Planning Board during the October 23 meeting to review an expansion of the Pine Park Campground located on NYS Highway 29. Chairman Crispin noted that the Planning Board agreed that the project would fall under Chapter 163 Mobile Homes and Parks Vacation Trailers and Campgrounds Local Law and that the applicant should submit plans based upon said law. Chairman Crispin noted that the applicant nor his representative are present tonight nor have provided any additional information and therefore the Planning Board will table any further action.

END OF AGENDA ITEM

B. GRANT PALMER MINOR SUBDIVISION (PROJECT NO. 2024-09):

A. Background/Information Submitted:

- Completed application for Subdivision signed and dated 11/19/2024.
 - Subdivision Map of lands Grant B. Palmer prepared by Colliers Engineering & Design dated November 18, 2024.
 - A SEQR Environmental Assessment Form was not provided.
 - The Planning Board approved a 4-lot subdivision of the Palmer Family Trust (Project # 2023-06) on July 26, 2023.
- Mr. Palmer would like to subdivide parcel 168.-3-12.2 totaling 16.265 +/- acres as follows:

| Lot | Acreage | Amenities | Road Frontage |
|-----|----------|-----------|----------------|
| 1 | 8.457+/- | Vacant | 366.66+/- feet |
| 2 | 7.808+/- | Vacant | 183.36+/- feet |

PLANNING BOARD DISCUSSION: Chairman Crispin reviewed the background information as identified within the agenda and asked Mr. Palmer to present the application. Mr. Palmer stated that he is requesting a 2-lot subdivision of a lot that he owns having Parcel # 168.-3-12.2. Chairman Crispin noted that the 2 lots being subdivided well exceed the Towns minimum 1 acre lot size as well as the lot width of 150 feet.

B. Review of Minor Subdivisions:

1. The Preliminary Plat must include the following information (Provided, To Be Provided, Waived):

| REQUIREMENT | STATUS |
|---|----------|
| a. A survey of the tract of land to be subdivided prepared by a NYS Licensed and Registered Land Surveyor giving complete descriptive data by bearings and distances showing the parcel(s) to be subdivided in relation to the entire tract and the distance to the nearest existing street intersection. | provided |

| | |
|---|--|
| b. The proposed subdivision name, the date, north arrow, map scale, name and address of record owner and subdivide. | provided |
| c. The total area (acres) of the lot(s) to be subdivided. | provided |
| d. All existing structures, wooded areas, streams and other significant physical features within the portion to be subdivided and within 200 feet thereof. If topographic conditions are significant, contours shall also be indicated at intervals of not more than five (5) feet. | provided |
| e. The name of the owner(s) and all adjoining property owners as disclosed by the most recent municipal tax records. | provided |
| f. The tax map sheet, block and lot number of the parcel(s) to be subdivided. | provided |
| g. All existing utilities and streets. | provided |
| h. The proposed layout of lots including lot width, depth, and lot area, street layout, street cross section, proposed open spaces or recreation areas, and the proposed storm water management systems within the subdivided area. | provided |
| i. The location of all groundwater wells and septic systems for each lot and the distances between each well and all adjoining septic systems. | waived |
| j. Soil percolation and/or deep hole test results on each lot in the proposed subdivision as required by the Planning Board. | waived |
| k. All existing restrictions on the use of land including easements, covenants, and Town requirements. A copy of such covenants or deed restrictions that are intended to cover all or part of the tract shall be included. | waived |
| l. A Full Part I Environmental Assessment Form completed by the applicant. | Waived (requested a short environmental assessment form) |
| m. Minor Subdivision Application and lot fee: \$100 application fee, \$150 for each new lot created. | To be provided |

2. The Planning Board reserves the right to waive any of the above-mentioned requirements where appropriate.

3. The Planning Board shall review the Preliminary Plat against the design standards in Subsection F.

C. Design Standards for Minor Subdivisions:

a) Lots to be buildable.

- 1) The lot arrangement shall be such that in constructing a building in compliance with Town requirements, there will be no foreseeable difficulties for reasons of topography or other natural conditions.
- 2) Lots should not be of such depth as to encourage the later creation of a second building lot at the front or rear.
- 3) No buildings or structures shall be erected within 50 feet of the right-of-way line of any public highway or street and no closer than 20 feet from any adjacent property line.
- 4) The total square footage of all buildings and accessory structures on any one lot shall not exceed 50 percent of the minimum lot area.

- **Based upon the information provided to date, does the Planning Board feel as though the Required Documents have been met?**

PLANNING BOARD DISCUSSION: The Planning Board had no further comments.

- b) Lot Access to public or private street.

- 1) All buildable lots shall have at least 40' of frontage onto:
 - A public street.
 - A private street built on the requirements of these regulations and the Town's specification that leads directly to a public street.

- **Based upon the information provided to date, does the Planning Board feel as though the Required Documents have been met?**

PLANNING BOARD DISCUSSION: The Planning Board noted that the proposal far exceeds the minimum frontage.

- c) Corner lots.

- 2) In general, corner lots should be larger than interior lots to provide for proper building setback from each street and provide a desirable building site.

- **Based upon the information provided to date, does the Planning Board feel as though the Required Documents have been met?**

PLANNING BOARD DISCUSSION: Not applicable

- d) Lots subject to flooding.

- 2) Lots subject to flooding or land deemed by the Planning Board to be uninhabitable shall not be platted for residential occupancy nor for such other uses as may increase danger to health, life or property or aggravate the flood hazard, but such land within the plat shall be set aside for such uses as shall not be endangered by periodic or occasional inundation or improved in a manner satisfactory to the Planning Board to remedy said hazardous conditions.

- **Based upon the information provided to date, does the Planning Board feel as though the Required Documents have been met?**

PLANNING BOARD DISCUSSION: Not applicable

D. State Environmental Quality Review:

Section 617.1 of 6 NYCRR states that, the basic purpose of SEQR is to incorporate the consideration of environmental factors into the existing planning, review and decision making processes of State, regional and local government agencies at the earliest possible time. To accomplish this goal, SEQR requires that all agencies determine whether the actions they directly undertake, fund or approve may have a significant effect on the environment, and if it is determined that the actions may have a significant effect, prepare or request an environmental impact statement. Under these terms, the review of a subdivision application is subject to SEQR.

- **The applicant has not provided a SEQR EAF to date.**

PLANNING BOARD DISCUSSION: Chairman Crispin noted that the applicant is to provide a Short Environmental Assessment form. Scott Henze noted that the Short Environmental form can be found on NYS DEC website and is simple to complete.

E. Public Hearing:

In accordance with Section 276 of the Town Law of New York State, the Planning Board must hold a public hearing on any subdivision application within sixty-two (62) days of the date of submittal of the completed application.

The Public Hearing shall be advertised in a newspaper of general circulation in the Town at least five (5) days before such hearing.

- **Does the Planning Board feel as though there has been enough information provided to schedule a public hearing at this time?**

PLANNING BOARD DISCUSSION: The Planning Board agreed that there was enough information to proceed with scheduling a Public Hearing

- **The next regularly scheduled meeting is Wednesday December 25, 2024. The Planning Board should decide on an alternate date in order to schedule the Public Hearing.**
- **The next Planning Board meeting will be held on December 18, 2024.**

MOTION: To schedule a Public Hearing for the Grant Palmer Minor Subdivision (Project #2024-09) for 7:00 P.M. on Wednesday December 18, 2024 at the Town of Broadalbin Town Hall.

MADE BY: Member Abrams
SECONDED: Member Comini

VOTE: 6/0

END OF AGENDA ITEM

IV. CHAIR REPORT:

1. Battery Storage Moratorium:
Chairman Crispin noted that the Town Board had passed a 1-year moratorium on Battery Energy Storage Systems. Chairman Crispin noted that the Planning Board had received the Town of Amsterdam law on Battery Energy Storage Systems and requested that the Planning Board review said law and bring to the next meeting for further discussion.
2. Comprehensive Master Plan Update:
Chairman Crispin noted that the Planning Board will start to commence an update to the Towns Master Plan and asked the Planning Board to review said current Master Plan and bring said copy to the next meeting. Member Potts suggested that the Planning Board entertain conducting a survey of Town residents prior to initializing an update to the master plan. Chairman Crispin noted that the Planning Board will commence a discussion on the updates at the next meeting.

V. CODE ENFORCEMENT OFFICE REPORT:

1. None

VI. NEXT MEETING:

The next regularly scheduled meeting of the Planning Board will be held on:

December 18, 2024
7:00 p.m.
Town Hall

VII. CLOSE OF MEETING:

MOTION: To close the meeting at 8:35 P.M.

MADE BY: Member Potts

SECONDED: Member Abrams

VOTE: 6/0

