

**Town of Charlton
Planning Board Minutes
758 Charlton Road
Charlton, New York 12019**

Minutes of the Planning Board Meeting –January 18, 2016

Chairman Jay Wilkinson called the meeting to order at 7:08 p.m. at the Charlton Town Hall.

Present: Jay Wilkinson, Chairman, Jack Kadlecek, Marilyn Phillips, Bruce Gardner, Dawn Szurek and Susan York, Planning Board Clerk.

AGENDA MEETING

Mr. Wilkinson stated that there is a quorum.

Minutes

Mr. Wilkinson stated that the draft of the November 16, 2015 meeting minutes needed to be approved. Mrs. York has previously provided comments. Ms. Phillips provided a comment. No other comments were provided. Mr. Wilkinson stated that the Board could vote on the minutes during the Business Meeting.

Public Hearings

None.

Subdivision Applications

None.

Pre-application Conferences

None.

Zoning Report

Mr. Wilkinson stated that the Board has received the reports for review.

Correspondence.

Mr. Wilkinson stated that there will be a meeting on January 25, 2016 at Town Hall to discuss the Verizon Cell Tower equipment proposed to be placed on the water tower.

Mr. Wilkinson stated that the annual Planning Conference is on January 27, 2016.

Mr. Wilkinson stated that at the November meeting, Mr. Grasso inquired why the Board held an agenda meeting at 7:00 p.m. Mr. Wilkinson stated that he would like to discuss everyone's opinion during the business meeting.

Mr. Wilkinson stated that the Zoning Board of Appeals is down by two members. Mr. Wilkinson stated that if anyone on the Board knows of someone that is interested to contact Mr. Grasso.

Mr. Wilkinson stated that there is a Manure Management Committee. Mr. Wilkinson stated that they have done some independent research. Mr. Wilkinson stated that he did find a pamphlet on manure management from the Cooperative Extension. Mr. Wilkinson stated that most dealt with stables and riding academies. Mr. Wilkinson stated that there was not much information on individual management. Mr. Wilkinson stated that they would like to come up with a packet dealing with three kinds of manure management: static pile, turned pile and an aerated pile. Mr. Wilkinson reviewed what the committee discussed at their last meeting. Mr. Wilkinson stated that right now they are concentrating on manure management for 1-5 horses. Mr. Wilkinson stated that once they have a plan for 1-5 horses, they will move onto a plan for those with more than 5 horses.

Mr. Wilkinson read from the Zoning Ordinance the information pertaining to manure management.

Mr. Wilkinson stated that Jonathan Riedinger would be the new alternate for the Planning Board.

Town Board Liaison

No report.

Mr. Wilkinson made a motion to close the Agenda meeting, seconded by Mr. Kadlecek. All were in favor. Agenda meeting closed at 7:40 p.m.

BUSINESS MEETING

Opened at 7:40 p.m. with the Pledge of Allegiance.

Minutes

Mr. Wilkinson made a motion to approve the draft of the November 16, 2015 meeting minutes with changes incorporated. Ms. Szurek seconded the motion. All were in favor.

PUBLIC HEARINGS

None.

SUBDIVISION APPLICATIONS

None.

PRE-APPLICATION CONFERENCE

None.

ZONING REPORT

The Board reviewed the reports.

CORRESPONDENCE

None.

TOWN BOARD LIAISON

No report.

OLD BUSINESS

Mr. Wilkinson stated that he would like to discuss the Board's opinion for holding the agenda meeting before the business meeting.

Mr. Wilkinson stated that back when he joined the Board he had asked Ray Black why there was an agenda meeting before the business meeting. Mr. Wilkinson stated that he was told that in order to avoid meeting twice a month, once for an agenda meeting and once for a business meeting, it was decided that the agenda meeting would be held before the business meeting. Mr. Wilkinson stated that sometimes the applicants turn in paperwork at the agenda meeting.

The Board discussed having the agenda meeting before the meeting versus meeting on a separate night for the agenda meeting.

The Board agreed that having the agenda meeting before the business meeting is most beneficial to the Board.

Mr. Wilkinson stated that the Board has given the Town Board information pertaining to sound and web equipment for the meetings.

Mr. Wilkinson stated that Mr. Maloney has submitted an application to the Town Board for a Special Use Permit for a proposed Banquet Hall. Mr. Wilkinson stated that the Town Board will request a site plan review from the Planning Board.

The Planning Board acknowledges receipt of a letter from the Serapilio's dated December 25, 2015 pertaining to the proposed Banquet Hall.

Mr. Wilkinson made a motion to adjourn the meeting. Ms. Phillips and Mr. Gardner both seconded the motion. All were in favor.

The meeting was adjourned at 8:35 p.m.

Respectfully Submitted,

Kimberly A. Caron
Recording Secretary