

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

Minutes of the Planning Board Meeting – July 16, 2012

Chairman Jay Wilkinson called the meeting to order at 7:15 p.m. at the Charlton Town Hall.

Present: Jay Wilkinson, Chairman, John Kadlecek, Connie Wood, Mark Hodgkins, Mike Armer, Dawn Szurek, Chris Mitchell, Bill Keniry, Planning Board Attorney, Mike McNamara, Town Engineer, Susan York, Planning Board Clerk and Kim Caron, Recording Secretary.

Present Zoning Board of Appeals: Don Schermerhorn, Chairman, Ed Malis, Mark Chotkowski, Kurt Vanderhorst and Robert Van Vranken, Zoning Board Attorney.

**AGENDA MEETING**

Mr. Wilkinson stated that there is a quorum.

Minutes

Mr. Wilkinson stated that the draft of the June 18, 2012 meeting minutes needed to be approved. Mr. Wilkinson stated that Mrs. York provided comments. Ms. Phillips and Ms. Szurek provided comments. No other comments were provided. Mr. Wilkinson stated that the Board could vote on the minutes during the Business Meeting.

Public Hearings

Mr. Wilkinson stated that there would be a joint Public Hearing with the Zoning Board of Appeals on the Route 67 Café/ Wasserman application for an amendment to the current special exception use permit.

Mr. Wilkinson stated that, at the June meeting, the Planning Board took lead agency for the purposes of SEQRA review. Mr. Wilkinson stated that the application has been forwarded to the Saratoga County Planning Board. Mr. Wilkinson stated that the County responded with approval with comments. Mr. Wilkinson stated that the application was also forwarded to Mike McNamara and a comment letter has been provided.

Subdivision ApplicationsMayer (236.-1-97)

Mr. Wilkinson stated that this application was last before the Board in May. Mr. Wilkinson stated that this is a 12 acre parcel on Maple Avenue. Mr. Wilkinson stated that the intent is to subdivide the 12 acre parcel into a 2 acre parcel and a 10 acre parcel. Mr. Wilkinson stated that Lot 1 will consist of 2 acres and the existing home and improvements. Mr. Wilkinson stated that Lot 2 will consist of 10 acres in which the applicant will build a new single family home. Mr. Wilkinson stated that the Board took lead agency in May. Mr. Wilkinson stated that the Board has received County approval. Mr. Wilkinson stated that he spoke to John Gay regarding the horse and fencing issues. Mr. Wilkinson stated Mr. Gay informed him that upon speaking with his client, they are moving the horse to the other barn and re-routing the fence. Mr. Wilkinson stated that he has observed, from the road, that the applicant has made the effort to fix the situation.

Heflin/Durst (255.-1-40.1,41,43.1,43.2,43.3)

Mr. Wilkinson stated that the Board granted preliminary approval at the May meeting. Mr. Wilkinson stated that a Public Hearing was held at the June meeting. Mr. Wilkinson stated that the applicant has requested the Board hold the application until there is a determination on the water district extension. Mr. Wilkinson stated that the Board and the applicant agreed to an October 1<sup>st</sup> deadline for status update.

Site Plan ReviewRoute 67 Café Expansion Phase 1 (226.-1-9)

Mr. Wilkinson stated that Mr. McNamara provided numerous comments. Mr. Wilkinson stated that the level of detail in the plans is lacking compared to what the Board has received from prior projects.

Mr. Wilkinson read page 114 of the Zoning Ordinance aloud.

Mr. Keniry stated that the laws are clear regarding the practice of engineering licenses. Mr. Keniry stated that if there is no license then the plans cannot be stamped. Mr. Keniry stated that there are features of the site plan that require a professional engineer to be involved.

Mr. Wilkinson stated that the Board will request that the plans be signed and stamped by a professional engineer.

Mr. Keniry stated that the Board is permitted to make that request.

Zoning Report

Mr. Wilkinson stated that the Board has received the current report for review.

Correspondence

None.

Town Board Liaison

Mrs. Verola was present.

Mr. Wilkinson made a motion to close the Agenda meeting, seconded by Mr. Kadlecsek. All were in favor. Agenda meeting closed at 7:35 p.m.

**BUSINESS MEETING**

Opened at 7:35 p.m. with the Pledge of Allegiance.

**Minutes**

Mr. Wilkinson made the motion to approve the draft of the June 18, 2012 minutes with changes incorporated. Ms. Szurek seconded the motion. All were in favor. Mr. Armer, Mrs. Wood and Mr. Mitchell abstained.

**PUBLIC HEARING (7:30)**

**Route 67 Café Expansion Phase 1 (226.-1-9)**

Mr. Wilkinson reviewed the Public Hearing process.

Mr. Wilkinson introduced the Planning Board and Don Schermerhorn introduced the Zoning Board of Appeals.

Mr. Wilkinson read the Public Hearing notice published on 7/6/12 in the Daily Gazette. Mr. Wilkinson confirmed that notices were also sent to the neighboring property owners.

Chris Moore, applicant's representative, provided the Board with revised site plans.

Mr. Wilkinson opened the Public Hearing.

Eran Wasserman: Good evening. I am Eran Wasserman, owner of Route 67 Country Store and Café. The scope of the project consists of expanding to the west of the existing structure. Open two big windows on the existing wall so they will be able to serve to the concrete patio. This patio is exposed, uncovered and the idea is to utilize this concrete patio

when the weather will allow. Currently the store has a handicapped restroom however there is no access to the restroom because of different levels of the porch to the pavement. The concrete pad would include handicap ramp and direct access from the proposed patio to the porch to the store. We will put picnic tables in the patio during the season and this will allow to extend the display area, or the retail space, in the store. When the weather will not allow, which is mostly October through late April or May, we were going to change the floor plan inside and to basically minimize the display area. Basically my goal is to a.) expand the food service by means of serving on the patio and b.) to extend the display area and the amount of merchandise I can retail with the existing space. We are not changing any of the system. We are not increasing our appliances. I am not acquiring any commercial range which will require fire suppression system which will require completely different requirements as well as monitoring by the different regulations. The application is based on the basis that this is a mercantile space and as such the interpretation is that we can have up to 50 seats with no modification of either the septic system, the well and the necessary modification that will be required will be mostly for the parking area. The parking area that might be modified will be probably the overflow, which again occasionally we think will be used, but not on a regular basis. So far I don't experience in the store a parking lot that is full as is with cars and I don't anticipate that on a regular basis throughout the day this will take place. Are there any other questions about the scope of the project?

Jay Wilkinson: We are just asking you to give an overview of the project. Once you have given that I will open up the floor to let the public speak. That is an overview of what you intend to do?

Eran Wasserman: That is correct. The only thing that I would like to add at this time is the patio, that's it. An open patio so that we can have some picnic tables over there. That's it.

Jay Wilkinson: Isn't part of that you will be able to serve alcoholic beverages?

Eran Wasserman: The serving of food and alcohol will be throughout the structure, which will be in the store as well as on the patio. Currently I am regulated by several entities, which is Agriculture and Markets, that allow me to prepare food on the premises. The Department of Health which monitors my water treatment and sewage. By DEC regarding the petroleum tanks. By Alcohol and Tobacco, we sell some tobacco although we do not promote that and I think that's about it as far as entities that regulate the existing business. The existing business has developed a very niche market and I just would like to expand on that and I think now is the time to expand. We have outgrown our retail space in the store and this has really hurt the development of the business and the future in the long term.

Jay Wilkinson: At this point I will open up the floor for anyone who would like to ask a question. Please come up to the podium and state your name and address for the record.

Joseph DeMartino, 1213 Peaceable Street: I just got one question. Hours of operation, is this still the same hours you are maintaining now?

Eran Wasserman: Yes.

Joseph DeMartino: It's not going to turn into like a bar or something like that? It's just for food and what you are doing now?

Eran Wasserman: The purpose is not to have bar. A bar usually would include serving hard liquor, wine and beer. It is not my intention to have this as a bar and it is not going to be set up as a bar. The retail end of the store is what actually generates revenues and to that end since we have a very unique beer selection in the store I would like to increase that by providing the option to drink on the premises and therefore giving the patrons a taste to buy the beer and drink from the selection. That's the idea. Therefore retail space is really crucial at this time.

Jay Wilkinson: If I may add, for the two attorneys, and Mr. Van Vranken if I'm correct, part of the hours of operation will be part of the special exception use permit.

Bob Van Vranken: Yes.

Jay Wilkinson: So that will be specified right in the special exception use permit whatever the hours are that is agreed upon.

William Reynolds, 1457 Peaceable Street: Eran, what have you done about assessing the increased business vehicle access and egress and if you have enough parking available on the premises because I know you've had events at your place where you haven't had enough parking spaces for the event.

Eran Wasserman: A more detailed answer Chris Moore will provide. To that extent, we hold special events that usually are during the summer and they are outdoor. In such rarities, we basically ask the Harmony Community Center to assist us with the overflow parking only on such matters and vice versa when the Community Center requires for their event some extra parking space, they use my property. On a regular basis the Harmony Community Center field or parking is not going to be utilized by my customers or to my usage only on big outdoor events as we arrange and we agree upon. Regarding the question for additional parking I will transfer the mic to Chris Moore.

Chris Moore: Good evening. Chris Moore, I am representing Mr. Wasserman with Charette & Associates. I just want to elaborate on the plan a little bit and maybe touch on the parking. To address the parking issue, we used the Town's regulations for mercantile occupancy which is a 2:1 ratio. Based on the size of the patio as well as the existing store, we were required to allow for 36 parking spaces. Mr. Wasserman's parking lot currently to the east and west in front of the building, there is no line striping so it is really difficult to gage how many cars. Part of this plan is to include line striping on that existing parking lot as well as to provide two handicapped spaces in the front where there currently are none. We provide additional parking along the back side of the facility on the lawn. That would give us the 36 spaces right now that will be required by the zoning. As far as ingress and

egress, we are going to be keeping the same entrance and exits but it will be better defined with striping.

Eran Wasserman: I would like to hand out pictures of the proposed area.

Chris Moore: Another quick note. We did provide, as per Mr. McNamara's letter and some other comments we received previously, we did provide screening along Peaceable Street for the parking lot just to alleviate any concerns from the neighbor across the street.

Jay Wilkinson: After we close the Public Hearing, we will go through our process of reviewing that letter and go through step by step what you have done on the plan. Then we can hopefully ask you questions.

Chris Moore: Great.

Jay Wilkinson: This is an opportunity to get some comments from the Public and see what their concerns are. Parking is a concern that has come up. That is one of the things that we address as a Board with the Town Engineer. Anyone else care to speak?

Eran Wasserman: This is a letter we received from Charlton Historical Society, that we support and it is from Alice Crotty which is the President and it states the following:

The Charlton Historical Society would like to thank you for sponsoring your third annual Route 67 benefit car show this coming July 21<sup>st</sup>. We appreciate the financial support that you have donated to the Charlton Historical Society from these annual car shows. Past donations have been applied to maintaining our two historic buildings - our museum in the former St. Paul's Episcopal Church, built 1804, and our one-room school house built in 1859. This year we plan to apply your donation toward the cleaning or replacement of our Charlton Historical Society Flag, and related hardware, used in the Founders Day Parade.

The Charlton Historical Society is a non-profit organization that you have generously supported. You have proven your business to be a valued supporter of the community. The Charlton Historical Society supports your current efforts to enhance your business with your patio construction project and hopes that you have a favorable outcome.

Jay Wilkinson: Thank you. With that said, would anyone else care to speak at the Public Hearing?

John Ripley, 1403 Peaceable Street: I am the aforementioned neighbor across the street. I live as close to the store as Eran. I think my remarks tonight would reflect what I've seen historically at the store for the past 26 years. At this point, I feel like the store is probably at the highest level of operation that it's been since I have been a resident there. Eran and Eva run a very responsible, clean operation and as a neighbor I have rarely had occasion to see any traffic issues. People coming and going into the parking lot seem to be able to do so without any trouble. If I had any questions to ask at this point, I wouldn't really expect an

answer because I don't think we can predict what's going to happen in terms of this change in the business. I think we are all concerned that we have a business now that will essentially be able to serve alcoholic beverages and there certainly is a certain degree on the part of Eran to keep that safe and respectful for the neighborhood. I am not really concerned that he will or won't be able to do that because as I stated before, what I've seen is a very conscientious level of operation at the store. My question, if I had to ask one, would be to the Town and that is, we have one other business that I know of prominently here in Town and that's the Charlton Tavern. How does the Town look at another operation serving alcohol? What are your concerns? What kind of measures do you take to keep the public safe? I know this is more of law enforcement type of a question but I think it's something that at least needs to be addressed is that this is not going to be just serving food anymore. I am not opposed to the proposal. I am in favor of it but I feel that this is more of a community proposal as well. If this is something that is accepted I feel that there's a certain responsibility that has to be addressed on the part of the Town as well to keep it as safe and trouble free as it's been so far. I can't predict the future. I'm sure there are going to be episodes. There always is when it comes to human beings, people park where they want to park sometimes. People drive the way they want to drive. People help each other out and I've seen a lot of that as well. But as the closest neighbor, I was sitting in my seat back here. I didn't really have anything to say. I started to twitch a little bit and I at least wanted to get up and say a.) I live 100 feet away from this business. I can vouch for the way it's been run so far. I don't have any misgivings as far as the operation of the business moving forward in the future. I think my biggest concern is the intangible or the unknown, how are people going to behave. I think that's where the Town comes into play. So as a citizen of this Town, I just wanted to exercise my right to think out loud and at the same time share my opinions of what's been going on there so far. We're not right here in downtown Charlton, we are 3 miles in the outskirts and I see a business that is a positive at this time. I would like to see it moving forward and I think businesses tend to want to grow but I have some concerns of the safety and the respectfulness of more the clientele than anything else. I'm done.

Jay Wilkinson: Thank you very much. Anyone else? If no one else cares to speak I'm going to close the public hearing.

Mr. Wilkinson made the motion to close the Public Hearing for the Route 67 Café. Mrs. Wood seconded the motion. All were in favor.

The Public Hearing was closed at 8:08 p.m.

### **SITE PLAN REVIEW**

#### **Route 67 Café Expansion Phase 1 (226.-1-9)**

Mr. Wilkinson suggested starting the deliberations with the review of Mr. McNamara's letter of July 12 and address each of the concerns. (See Attachment 1)

Mr. Wasserman provided the Board with a letter from the Department of State Division of Code Enforcement Administration. Mr. Wasserman read the letter into the record.

Mr. Moore stated that they agree with comment 1 and have revised the drawing to show the 60 foot setback. Mr. Moore stated that comment 2 is not applicable since they are maintaining to same occupancy. Mr. Moore stated that comment 3 is also not applicable as no modification is required and the existing system is adequate. Mr. Moore stated that comments 4, 5 and 6 are addressed by the letter from the DOH. Mr. Moore stated that per comments 7 and 8, they have included minor expansion of the asphalt area in order to better accommodate parking. Mr. Moore stated that the modified plans provide for 17 parking spaces in the front and side of the building on the existing asphalt with some minor modifications as well as 19 additional spaces on the lawn to the east of the building. Mr. Moore stated that line striping will be provided to delineate parking as well as the two handicapped spaces required. Mr. Moore stated that per comment 9, the classification is a mercantile occupancy, not a restaurant or assembly occupancy and sufficient parking has been provided at a ratio of 2:1. Mr. Moore stated that overflow parking areas, for special events, can also be accommodated on the grass area to the east. Mr. Moore stated that the overflow parking will be delineated with seasonal markers. Mr. Moore stated that per comment 10, the revised drawing shows parking. Mr. Moore stated that per comment 11, the revised drawing shows two handicapped parking spaces. Mr. Moore stated per comment 12, the drawing has been revised to show screening for the parking lot to the west of the building. Mr. Moore stated per comment 13, patio seating and serving areas shall be in compliance with ADA. Mr. Moore stated that the existing toilet room is also in compliance with ADA and access is being enhanced by this project via the inclusion of a ramp and level access from the patio and the existing porch.

Mr. Wasserman reviewed the pictures of the existing kitchen with the Board.

Mr. Armer inquired how the applicant came to the conclusion that the water usage rate would not change with the expansion.

Mr. Wasserman stated that they do not serve water from the well. Mr. Wasserman stated that the purpose of the well is for preparing coffee and the public rest rooms.

Ms. Szurek inquired about water usage for washing dishes.

Mr. Wasserman stated that they use take out containers and mostly disposable items so the water usage for dishes is minimal.

Ms. Szurek asked for clarification of the access to the handicapped bathrooms.

Mr. Wasserman showed the access on the drawings.

Mr. Wilkinson stated that he is concerned with Mr. McNamara's comment 3 pertaining to the septic system. Mr. Wilkinson stated that Mr. Burgess' response that they system "should be" adequate is a concern.

Mr. Wasserman stated that they excavated the system after the last meeting and the condition of the distribution box was satisfactory and in good operating condition.

Mr. Armer inquired, if there was a problem with the leech field and a more robust system was required, would that interfere with the overflow parking area.

Mr. Wasserman stated that if there was to be a future expansion due to a failure or a repair that would be required, the lines could be extended toward the creek.

Mr. Mitchell inquired if the date the system was installed was known.

Mr. Wasserman stated that there were no records when he acquired the property. Mr. Wasserman stated that both the store and the house were built in the 1980's.

Ms. Szurek inquired if Cheryl Fisher was aware of the possibility of serving alcohol.

Mr. Wasserman stated that the State Code Department does not deal with alcohol. Mr. Wasserman stated that it is not a matter of code but for the alcohol agency to approve or not based on what is there or proposed to be there.

Ms. Szurek inquired if it was possible for that agency to provide the Board with written comment that the design is acceptable for serving alcohol.

Mr. Wasserman stated that with the alcohol agency the time for response takes usually 9 months or more.

Mr. Kadlecek inquired how it is judged whether the two laterals of the septic system will continue to function with a 2-4 times increase in the amount of water going through the septic system.

Mr. McNamara stated that there is an evaluation that a licensed engineer should submit.

Mr. Kadlecek stated that an engineer would need to confirm that the projected increase with the system, as it is now, would function.

Mr. McNamara stated that it would need to be confirmed that the stress to the system would still be adequate. Mr. McNamara stated that the letter from Mr. Burgess is of limited value. Mr. McNamara stated that soils would need to be tested as well as percolation rates. Mr. McNamara stated that the Board is not aware of the correspondence that defined the letter from Mr. Burgess.

Mr. Kadlecek stated that, if the system is used as is, then it will comply but what the Board needs is what will happen with the proposed changes.

Mr. McNamara stated correct.

Mr. Wasserman stated that he has a very good track record of responsibility. Mr. Wasserman stated that an upgrade of the septic system to restaurant criteria is cost prohibitive. Mr. Wasserman stated that the kitchen is not going to increase or expand.

Mr. Wilkinson stated that the Board's job is to plan for the future increase in business. Mr. Wilkinson stated that the Board needs more definitive answers. Mr. Wilkinson stated that the septic needs to be reviewed by an engineer. Mr. Wilkinson stated that comments 2-6 of Mr. McNamara's letter need to be answered by an engineer. Mr. Wilkinson stated that the Board needs reasonable assurance that the system will perform with the proposed changes.

Mr. Armer stated that a professional engineer should inspect the system for capacity and the site plan has to have the ability to have additional area if there is a need to expand.

Mr. Wilkinson stated that part of the site plan review is that the drawings are drawn, reviewed and stamped by an engineer. Mr. Wilkinson stated that he prefers to see engineered drawings that are stamped and signed.

Mr. Kadlecek stated that for those types of systems, the availability of water and the ability to dispose of water waste, should be engineer designed systems. Mr. Kadlecek stated that he would like to see what the existing system is capable of as an engineered system.

Mr. Wasserman stated that the definition of the code is crucial. Mr. Wasserman stated that restaurants have specific flow rates for sewage per customer. Mr. Wasserman stated that to put a specific amount of people per day is very vague and hard to measure.

Mr. Wilkinson stated that an engineer can provide the Board with answers to what kind of system we have, determination of adequate separation between the well and septic as well as a pump test on the well.

Ms. Szurek stated that she would like to see more adequate numbers.

Mr. Wasserman stated that they do sometimes use porta johns for the summer events.

Mr. Wilkinson inquired if the use of porta johns could be included in the special exception permit language.

Mr. Van Vranken stated that it can be done.

Mr. Hodgkins stated that there could be trigger levels, a certain number of people for an event requires the use of 1 porta john and a certain number over that requires 2 and so forth.

Mr. Hodgkins stated that it would be hard to determine trigger levels without knowing what the existing system will support.

Mr. Wilkinson stated that at this point the Board is in agreement that additional information from a licensed engineer is required to move forward.

Mr. McNamara stated that the Board wants someone who is licensed to evaluate what is there and that the design for the facility is acceptable or needs modification. Mr. McNamara stated that the separation distances to the well are marginal.

Mr. Wilkinson stated that an evaluation of what's there is the first step.

Mr. Schermerhorn stated that one of the questions that the ZBA will have to ask is, are the existing gas tanks inspected and in compliance. Mr. Schermerhorn stated that they will also ask what is the expected level of activity for the uses unapproved on the site. Mr. Schermerhorn stated that the site is 2.6 acres with 4 uses, residence, mercantile, gas and alcohol, which usually would require 8.6 acres. Mr. Schermerhorn stated that a professional engineer is what the ZBA will also ask for. Mr. Schermerhorn stated that the what if's need to be addressed as well as the level of special events.

Mr. Chotkowski stated that he is looking for an interpretation of the class of the building. Mr. Chotkowski read from the zoning ordinance pertaining to building class. Mr. Chotkowski stated that the applicant states an accessory use. Mr. Chotkowski stated that they are already serving food at tables inside the store and are requesting to move tables outside to picnic tables and increase the stock inside the store. Mr. Chotkowski stated that is not an accessory use, it is an expansion of what they have inside the building. Mr. Chotkowski stated that if that is the case then it moves to an A2 assembly building which is a banquet hall, nightclub, restaurant, etc. Mr. Chotkowski stated that the engineering multiplies for that. Mr. Chotkowski stated that he feels that needs to be determined before the Planning Board or Zoning Board make any decisions. Mr. Chotkowski stated that an engineer needs to make that determination and advise the Boards of the usage.

Mr. Van Vranken stated that none of this is permitted under the regulations which is why there are variances. Mr. Van Vranken stated that the special exception use permit is very detailed as to what is there now and what will be there in the future. Mr. Van Vranken stated that neither Board has the information to move forward. Mr. Van Vranken suggested returning to the Planning Board in August with additional information and the ZBA can meet once the Planning Board has made their recommendations.

Mr. Wilkinson stated that the 62 day clock has begun. Mr. Wilkinson suggested agreeing to an extension if necessary.

Mr. Keniry stated that it is the applicant's obligation to provide sufficient proof of factual information for the Planning Board to determine. Mr. Keniry stated that the question is how long does the applicant need to provide the information.

Mr. Wasserman stated that he will consult a professional for a time schedule.

Mr. Keniry suggested an extension through November 1<sup>st</sup>.

Mr. Wasserman stated that was acceptable.

The Board accepted the extension through November 1<sup>st</sup>.

### **SUBDIVISION APPLICATIONS**

#### **Mayer (236.-1-97)**

Mr. Wilkinson stated that this is a 12 acres subdivision into two lots. Mr. Wilkinson stated that the Board took lead agency in May. Mr. Wilkinson stated that the application was forwarded to the County and approval was received. Mr. Wilkinson stated that engineering review has been done and comments have been addressed. Mr. Wilkinson stated that new drawings have been provided.

Juliane Mayer appeared before the Board. Ms. Mayer stated that she did not have a drawing because Mr. Gay was supposed to represent her this evening.

Mr. Wilkinson stated that he would like to set the Public Hearing for next month. Mr. Wilkinson stated that he has spoken to John Gay about Mr. McNamara's comments. Mr. Wilkinson stated that Mr. Gay was in agreement with the comments and made the necessary changes to the drawings. Mr. Wilkinson stated that perk tests have been witnessed by Mr. Gizzi.

Ms. Mayer stated that the fence was on the drawing in error. Ms. Mayer stated that the new horse barn is moved to the fenced-in area closer to the house. Ms. Mayer stated that the fencing is very temporary and can be moved. Ms. Mayer stated that the electric fence has been rearranged so the horse can go to the new barn but prevented from going to the old one.

Mr. Wilkinson stated that the language of the curb cut note has to be revised to match Charlton's standard notes.

Mr. Wilkinson made the motion to schedule the Public Hearing for August 20, 2012 at 7:30 p.m. Mr. Kadlecek seconded the motion. All were in favor.

Mrs. York provided the applicant with the Public Hearing cards.

#### **Heflin/Durst (255.-1-40.1,41,43.1,43.2,43.3)**

Discussed in Agenda Meeting.

**Zoning Report**

The Board reviewed the Zoning Report.

**Town Board Liaison**

Mrs. Verola had no report.

**Correspondence**

None.

Mr. Wilkinson made a motion to adjourn the meeting. Mr. Armer seconded the motion. All were in favor.

The meeting was adjourned at 9:25 p.m.

Respectfully Submitted,

Kimberly A. Caron  
Recording Secretary