

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

Minutes of the Planning Board Meeting –November 16, 2015

Chairman Jay Wilkinson called the meeting to order at 7:00 p.m. at the Charlton Town Hall.

Present: Jay Wilkinson, Chairman, Jack Kadlecek, Connie Wood, Chris Mitchell, Marilyn Phillips, Bruce Gardner, Dawn Szurek, Susan York, Planning Board Clerk and Kim Caron, Recording Secretary.

AGENDA MEETING

Mr. Wilkinson stated that there is a quorum.

Minutes

Mr. Wilkinson stated that the draft of the August 17, 2015 meeting minutes needed to be approved. Mrs. York has previously provided comments. Ms. Szurek 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 August, September and October for review.

Correspondence.

Mr. Wilkinson stated that the Saratoga County Agricultural Tours will take place on November 18th from 12-4

Mr. Grasso advised the Board that the new Zoning Ordinance had been approved by the Town Board. The Town Clerk provided printed copies that were distributed to the Planning Board members at the meeting.

Mr. Wilkinson stated that he would like to discuss the Montemorano subdivision application. Mr. Wilkinson stated that per Board request, Mr. Keniry sent a letter to the attorney for the Montemorano's on June 9, 2015. Mr. Wilkinson stated that the application has been inactive for over a year and Mr. Keniry's letter was to request the applicant's intentions. Mr. Wilkinson stated that the Board received a response from the applicant's counsel requesting an additional 60 day extension. Mr. Wilkinson stated that at the July meeting, the Board granted a 60 day extension to respond. Mr. Wilkinson stated that since the Board has not met since August, it has been 120 days. Mr. Wilkinson stated that the Board has to make a decision on how to proceed.

Mr. Grasso reviewed some of the pertinent changes to the Zoning Ordinance that affect the Planning Board.

Mr. Grasso stated that the Town Board has adopted the 2016 Budget including a 3% increase in expenditures over 2015. Mr. Grasso stated that there will be no town tax in 2016. Mr. Grasso stated that there may be a possible town tax in the future.

Mr. Grasso stated that both the Deer Run project and the Pine Hollow project are under construction. Mr. Grasso stated that the roads have not been dedicated yet.

Mr. Grasso stated that the Town Board is discussing a possible cell tower at the water tower located on Cherry Lane [cell phone equipment to be installed on the water tower]. Mr. Grasso stated that they are also discussing the intersection of Charlton and Stage Roads and ways to make that area safer. Mr. Grasso asked that the Planning Board bring any concerns to the Town Board in writing. Mr. Grasso stated that the current fee schedule has not been updated since 2007 and the Town Board will be reviewing that. Mr. Grasso suggested the Planning Board review the need for an agenda meeting. Mr. Grasso stated that it can get confusing to hear discussions on applications during the agenda meeting and then again during the business meeting.

Mr. Grasso stated that the Town Board is looking for someone to chair the ZBA and also to replace Ed Malis.

Mr. Grasso stated that the new Zoning Ordinance provides for a Manure Management Committee. Mr. Grasso stated that this committee is now being formed.

The Board discussed options for improving the sound system and access to the internet and/or a projection system during meetings.

Mr. Grasso asked the Board to submit a proposal to the Town 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 7:35 p.m.

BUSINESS MEETING

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

Minutes

Mr. Wilkinson made a motion to approve the draft of the August 17, 2015 meeting minutes with changes incorporated. Mrs. Wood 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 the Montemorano subdivision application has been inactive for over a year and the extension of time to respond to the Board with their intentions expired on September 21, 2015. Mr. Wilkinson read the Board's options from the Subdivision Regulations.

Mr. Mitchell suggested sending another letter.

Mr. Gardner stated that the letter from Mr. Keniry gave the applicants a date and time to respond and explained what would happen if they did not respond. Mr. Gardner stated that the application should be closed.

Mr. Wilkinson read aloud the letter from Mr. Keniry dated 6/9/15, the letter from the applicant's counsel dated 6/16/15, and the letter from Mr. Keniry granting the extension dated 6/21/15.

Mr. Mitchell stated that the Board could send a letter that if there is no response then the application is considered withdrawn.

Mr. Wood inquired when the last time the applicant's were before the Board. Mrs. Wood stated that she is concerned that if this continues that the Board is setting a precedent.

Ms. Phillips and Mr. Gardner agreed with Mrs. Wood.

Mr. Wilkinson made a motion that the subdivision application of Joseph and Elizabeth Montemorano is hereby terminated due to inactivity for a period greater than 6 months and failure to respond to the Board. Mrs. Wood seconded the motion. All were in favor.

Mr. Wilkinson stated that he has drafted a letter to the applicants counsel. Mr. Wilkinson read the letter aloud.

Ms. Szurek suggested adding that the application fee is non-refundable.

Mr. Gardner inquired if there was any money in their escrow account.

Mr. Wilkinson stated that he would check with the accountant.

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

The meeting was adjourned at 7:50 p.m.

Respectfully Submitted,

Kimberly A. Caron
Recording Secretary