

Minutes

Town of Otego Planning Board

October 16, 2018

REGULAR PLANNING BOARD MEETING

APPROVED

The Regular Planning Board Meeting officially opened at 7:04 PM.

ROLL CALL:

Board Members Present: Chairwoman Kate Lawrence, Roberto Romano, Mark Dye, Lois Chernin (arriving at 7:06 pm) Katie Higgins- as an acting member.

Board Members Excused: Elizabeth Callahan- due to travel.

In Attendance Tonight:

Planning Board Recording Secretary Teresa DeSantis

Not in Attendance Tonight:

Codes Officer Dan Wilber

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**REVIEW OF THE MEETING MINUTES FOR THE AUGUST 21ST REGULAR MEETING-**

**Note that there was no Planning Board Meeting in September:**

**The unapproved meeting minutes for the August 21, 2018 Planning Board Regular Meeting were reviewed. A Motion was made by Roberto Romano to accept the Minutes as read.**

**MOTION to accept the August 21, 2018 Planning Board Regular Meeting Minutes as read.**

**Motion by Roberto Romano and seconded by Katie Higgins.**

**Voice Vote: YES 4 NO 0**

**Four in favor, none opposed. Motion carried.**

**NEW BUSINESS:**

**Upcoming Beth Westfall Training- scheduled for next meeting in November:**

**Town Attorney Beth Westfall will be coming to the November 20th Planning Board meeting to give a training on Article 78 Proceedings and the Planning Board's role. Recording Secretary Teresa DeSantis made a note to invite the ZBA. Training will be from 5pm-7pm. Planning Board members will coordinate pizza delivery. Bring a dish to pass, drinks or some snacks to share if desired.**

**OLD BUSINESS:**

**Memorial Trees:**

**Two pink flowering crabapple trees will soon be planted in memory of past Planning Board Chairman Stephen Butler and Planning Board member Marla Calabro. Lois Chernin has the trees in the back of her truck, and will coordinate with the Highway Superintendent for the hole digging and placement of the memorial trees.**

**Lot Split Forms and Checklists:**

**Lot Split forms and Checklists are being reviewed by Codes Officer Dan Wilber, who will forward them to Town Attorney Beth Westfall for further review.**

**COMMUNICATIONS AND PRIVILEGE OF THE FLOOR:**

**The Planning Board would like a new computer for the Planning Board room. The current computer was donated to the Town by Stephen Butler. It is very old, and is running Windows XP, which is out of date. Planning Board members have suggested also purchasing a large LCD screen and/or projector which could be used to review projects that come in. Teresa DeSantis will ask the Town Clerk about her sourcing for ordering office supplies, to facilitate the purchase of a modern, up-to-date computer and display.**

**TRAINING REPORTS: None.**

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**MOTION to adjourn.**

**Motion by Roberto Romano and seconded by Mark Dye.**

**No discussion.**

**Voice Vote: YES   5              NO   0**

**Five in favor, none opposed. Motion carried.**

**The Meeting was adjourned at 7:22 PM.**

**Respectfully Submitted- Teresa DeSantis- Town of Otego PB Recording Secretary**