Planning Board Meeting 10/5/2023 Minutes

In attendance: Board Members Stan Bujalski, Mike Palm, Mark Canfield, Gerry Panuczak (via Zoom) and Anthony Patti. Joining by Zoom, Consultant Carol Ogilvie. Guests included Frank Marshall, Jim Cahill, Nancy Seward, and Ralph Wilbur.

The meeting was called to order at 16:33.

The proposed agenda was presented and approved with no changes.

Mr. Panuczak read the August 3, 2023 draft minutes. Mr. Canfield motioned to approve minutes as read. Mr. Bujalski seconded the motion. All members present voted affirmative.

Mr. Canfield summarized the presentation to the WEVD Commissioners. Mr. Canfield will next meet with the WEA Board of Directors. Mr. Canfield described the next steps for the Master Plan, and stated that all input will be welcomed, and a determination will be made by the Planning Board if changes are to be made. Mr. Marshall stated that the Master Plan encroaches on established authorities, and if the Master Plan is not corrected, the WEA Board will consider litigation against the Planning Board. Mr. Bujalski and Mr. Canfield attempted to have Mr. Marshall be more clear on where the encroachment was, but Mr. Marshall could not be more specific. Mr. Canfield suggested that the sections that deal with authority and zoning will be looked at to be sure that the language is accurate and understandable. Mr. Cahill stated that he would summarize where language could be made more clear in writing, and forward it to the Planning Board. Ms. Seward suggested that certain regulations and bylaws should be appended to bring extra clarity. Mr. Cahill offered the November 4, 2023 WEA Board meeting for Planning Board presentation.

Mr. Canfield asked the status of the Planning Board email. Mr. Panuczak will follow up on that.

Mr. Palm led a discussion regarding the Draft Charter Statement. Mr. Palm is gathering information from other Planning Boards and will share what he receives with the Planning Board. Mr. Canfield will share information gathered from his attendance at Planning Board Basics with the Planning Board. Mr. Canfield stated that the Charter Statement must be clear on how a Village District Planning Board differs from a Town Planning Board.

Next meeting scheduled for November 2, 2023 at 16:00.

Mr. Canfield motioned to adjourn. Mr. Bujalski seconded. Motion carried by unanimous vote. Meeting adjourned at 17:35.