

Berkshire Planning Board
Meeting Notes
April 5, 2016 6:30 pm

Members with term expirations:

Ken Ceurter Chair	2020
Tim Pollard Secretary & Co. Planning Board Rep. (through 2016)	2019
Frank Kunik	2016
Marty Mattrazzo	2017
Keith Flesher	2018
Jim Lacey – Alternate	2016
Vacant - Alternate	

A) Meeting called to order 6:35 pm

- 1) Meeting opened with the Pledge of Allegiance.
- 2) Roll call/Status –Ceurter , Lacey, and Flesher present, Pollard and Kunik excused and Mattrazzo absent.
- 3) Secretary’s minutes for March regular meeting were shared and reviewed previously by e-mail. Flesher moved to approve, Lacey seconded, Carried.

B) Meetings and Updates

- 1) TB Mtg. Notes - Pollard shared summary of Town Board March meeting via email. Nice to see progress on enforcement issues.
- 2) Tioga County Planning Board meeting notes submitted by email to Town Board by Pollard. Two 239 reviews: 1) Owego Rt 434 parcels rezone from resident to Gen. Business for barn into distillery and lots for elder care approved and 2) special use permit to change building use in Apalachin from studio to motorcycle repair and use existing signage which is outside current zoning regs. Some local news was also shared along with key assistance activities by the County Staff.

C) Unfinished Business

- 1) Berkshire Comprehensive plan update.
 - a) Newly Established draft – Ceurter worked with Pollard to send out updated draft we all could work from.....some confusion so will be sent again.
 - b) Survey review and links – Info by Ceurter sent to Lacey and Flesher for use in editing and compiling comp plan sections.
 - c) Section 1, Natural Resources – approved Pollard rewrite of 1 item and split water and wastewater into 2 bullets. Agreed to work on section out of meeting via email to finalize in May and present to TB.

- d) Meeting with Town Board on 4/12 – Pollard and Williams discussed having a meeting with both boards present to get a better vision on the comp plan. Meeting is set to include Elaine Jardine from County. We discussed the meeting and think it will be good to hear positions of the TB and County rep but feel a need to move forward as planned and continue to pursue a process and document that includes everything we think the town desires and what we foresee as necessities of the future. Discussion with Williams prior to meeting may occur to organize; others can attend.
 - e) Other –Lacey contacted Kevin Gillette of Tioga Hardwoods and they would be happy to allow a tour of the plant to show their process and give a business perspective on relations with town and county and etc. Will decide later and see if TB or who should be involved.
- 2) Meeting notice in Courier calendar – Lacey submitted request that was posted in March 30 paper. Feel a good plan for future meetings.

D) New Business

- 1) Training – Lacey and Pollard attended training in Cortland by NYS on comprehensive plans and recordkeeping. A training is offered on April 27th by NYS in Owego at Hubbard Auditorium with 2 sessions – Unwanted Land Use and Sign Regulations.
- 2) May meeting – Ken not available on 2nd so it was decide to delay till the 2nd Tues. Pollard will need to post legal and calendar notices with the Courier.
- 3) Attending Town Board meeting from May thru Sept. open for discussion...Ceurter golfing and not Vice Chair. Get volunteers as desired.

Lacey made a motion to adjourn at 8:45, Flesher seconded, and all were in favor.