

Berkshire Planning Board Meeting Notes

September 5, 2023- 6:30 pm

Members with term expirations:

Charles Ouellette- Chair	2026
Ken Ceurter- Vice Chair	2025
Nancy Lohmann- Secretary	2027
Sam Davison	2024
Mike Bobal	2023
Jim Lacey- Alternate	2023
open- Alternate	2023
open-TCPB	2023

Meeting was called to order at the Town Hall at 6:35 pm.

- Roll Call:Bobal, Ceurter, Davison, Lacey, Lohmann, and Ouellette were present. John Stoughton was present representing the Town Board.
- Secretary minutes for July meeting were provided and amended by email prior to the meeting. Ceurter made a motion to accept the minutes. The motion was seconded by Lacey. All Planning Board members present were in favor. There was no meeting in August.

Town Board Meeting: Ceurter attended the Town Board meetings in July and August and emailed a summary of those meetings to PB members. Of interest to the Planning Board:

- Ceurter stressed the Solar law should be ready for a public hearing as soon as the TB reviews it. Ceurter send a local law procedure which outlines the process to follow for new laws. He stressed that the Subdivision law needs to be refiled with NYS DOS. The Uniform code law and Right to Farm laws are also in need of Town Board review and public hearings. Ceurter reported that the Planning Board has begun to work on a Special Events law.
- There is trash stored under the East Berkshire bridge that the CEO or DEC needs to check out.
- The Town Attorney, Canizio, is no longer practicing law and the Town, and it was announced the town will be contracting with Coughlin & Gerhart LLP and will be asked to review and advise on the status of the Solar, Uniform Code and Right to Farm local laws.
- Supervisor Jordan told Ceurter that the Planning Board should let Board member Kromer know what its budgetary needs are and she will order for us.

County Planning Board Meeting:

- 239 Review: Town of Nichols, Lot Frontage Local Law. The Nichols Town Board requested an amendment to their zoning code requiring a minimum of 25 fee of lot frontage to eliminate the formation of flag lots, ensuring that all lots will be provided with adequate access to all parcels. A motion to recommend the approval of the zoning amendment was unanimously approved.

Unfinished Business:

- An alternate position on the Berkshire Planning Board remains open.
- A Berkshire representative to County Planning Board remains open.
- The status of the Subdivision Law with the DOS remains unrecognized.
- The Solar, Uniform Code, and Right to Farm local laws still need a public hearing and final Town Board approval once it has been reviewed and released by the new law firm.
- C. Spoonhower, previous CEO, needs to return CEO local law notebook so current CEO Cheresnowski can return the Planning Board copy
- Paper and a 4-drawer filing cabinet have been ordered for the use of the Planning Board.

New Business:

- Ouellette will request that county deputy come to our October Planning Board meeting. Members of the PB should email questions to Ouellette that they would like to discuss with the deputy prior to the October meeting.
- Ouellette will also ask CEO Cheresnowski to attend our next meeting to get his input on a Special Events local law, as well as what the PB can do to help facilitate a procedure for the passing down of forms from one CEO to the next and create a central file for forms in the Town Clerk's files. Ceurter has shared some forms from other towns and has asked the CEO for assistance. Ceurter has also offered the Planning Board's help for researching and developing missing forms that the CEO or Town may need that are currently unavailable.
- The Planning Board began a discussion of a preliminary local law on special events drafted by Ouellette. The PB will continue to discuss this in the coming months.
- Training Opportunities continue to be available at the Hancock Estabrook (MRB). They offer monthly online in-service opportunities for planning board member on the 4th Thursday of each month from 6-7:00pm. You must register ahead of time.

Ceurter made a motion to adjourn at 8:00pm. It was seconded by Davison. All members present were in favor.

Next PB meeting is scheduled for Tuesday, October 3, 2023, at 6:30 pm.