



**Meeting Minutes  
Tuesday, February 4<sup>th</sup>, 2020**

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1. Call to Order: Tuesday, February 4<sup>th</sup>, 2020 at 7:27pm
2. Pledge of Allegiance
3. Roll Call:  
Members in attendance: Lee Pelletier, Steve Herron, Tolga Morawski, [Annette Pineyro, had to work late, and thus was excused]  
Guests: Village Resident Rita Pineyro
4. Agenda: Reviewed the draft Agenda for the Tuesday, February 4<sup>th</sup>, 2020 Meeting. Mr. Herron motioned to approve the agenda as provided, and Mr. Morawski seconded the motion. Passed unanimously.  
Mr. Morawski agreed to take notes for this meeting.
5. Special Presentations: None
6. Public Comment: Rita Pineyro addressed the Planning Board to voice her concerns, namely about a number of dilapidated properties around the Village and what, if anything, is being done to address the problem.
7. Reviewed the draft minutes from the November 5<sup>th</sup>, 2019 Meeting. Mr. Herron motioned to approve the minutes as provided, and Mr. Morawski seconded the motion. Passed unanimously. Then the draft minutes for the January 7<sup>th</sup>, 2020 meeting were considered. Mr. Morawski motioned to approve the minutes as provided, and Mr. Herron seconded the motion. Passed unanimously.
8. Discussions and reports:
  - Mr. Morawski gave a brief report on the January 21<sup>st</sup>, 2020 Village of Fort Plain Board of Trustees Meeting. The discussion regarding the Planning Board at the meeting was fairly brief. We discussed the Vacant Property Law Committee, comprised of Trustees Michael Calbet and Lou de Araujo, a sub-committee of the Village Board that will meet with members of the Planning Board and Village Office Clerk Dan Denofrio, who has been compiling data on compliance with the Law including information about who is and is not completing their property registration, paying their registration fee, and status of property taxes, fees for mowing, snow removal and other services provided by the DPW, etc. The committee has not had time to meet yet, but hopes to soon. They will reach out to Mr. Morawski to schedule.
    - Planning Board Chair Lee Pelletier asked to be included when scheduling a meeting so he could also participate.

## Village of Fort Plain Planning Board

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9. Old Business:

(a) Recruitment of New Members and Alternates: Planning Board members were reminded that while we now have a full roster of five, we still need to find two alternates in case any member needs to recuse themselves from a vote, or to count towards quorum in the case a member is unable to attend a meeting.

(b) Discussed dates and times for upcoming Planning Board Member Training opportunities, including the following:

- February 26<sup>th</sup>, 2020 6-9pm – Trainings on Vacancy & Abandonment and Floodplain issues, FMCC, Large Auditorium

(c) Boarding House Discussion, reviewed additional documents from Attorney Kirkpatrick (forwarded by Village Trustee Lou de Araujo).

• While there was not much additional discussion on the Boarding House issue, a motion was made by Mr. Herron that "The Planning Board should be included/copied on all correspondence relating to our activities and requests from the Village Board." Mr. Morawski seconded the motion. Passed unanimously. The motion was prompted by the fact that emails discussing several issues deliberated upon recently by the Planning Board failed to include any members of the Planning Board. There was a concern that while the members of the Planning Board willingly **volunteer** their time to help with issues facing the Village, we do want to be copied when our decisions are discussed and consulted before acting on them or there is no point in appointing a Village Planning Board responsible for the matters in our purview.

(d) Comprehensive Plan: We spent time reviewing past samples and estimates for work on a Comp Plan for the Village from Barton & Loguidice and others. Then discussed the fact, confirmed at the last Village Board of Trustees Meeting, that there was currently no money in the Village Budget for the Planning Board. As such Mr. Herron proposed a motion that the Planning Board request a budget allocation from the Village of Fort Plain as they consider the 2020-2021 budget of a minimum of \$10K, up to a maximum of \$25K, to allow for a thorough comprehensive plan that includes mapping, GIS data, form based codes and other features that will make it a more modern, useful document in moving the Village towards it's long-term goals, such as revitalization. Mr. Morawski seconded the motion. Passed unanimously.

• The suggestion was also made to reach out to the Village and Towns of St. Johnsville, which are currently working on a combined Comprehensive Plan, to see what they are budgeting for the project.

10. New Business:

- No new business.

11. Set Date and time for Next Meeting, Tuesday, March 3<sup>rd</sup>, 2020 at 7pm.

12. Adjourned at 8:30pm, Mr. Herron made the motion, Mr. Morawski seconding. All approved.