**TOWN OF AMITY PLANNING BOARD**

**Meeting Minutes**

**January 14, 2021**

**APPROVED**

**VIA ZOOM and Town Hall**

The meeting was called to order at 7:03 PM. Present in person were W. Skinner, J. Clouse,

J. Maynard; attending by ZOOM were G. Hanchett, B. Zlomek, D. Serra; excused was P. VanDyke

**Pledge of Allegiance** was led by W. SKinner

**Approval of Minutes** Motion made by D. Serra, second by J. Clouse to approve the minutes of the November 12, 2020 meeting, and the December 17, 2020 meeting as presented; vote: Yes – 6; No – 0; motion carried.

**Old Business**

**Liaison Report** W. Skinner presented the report from the 1-11-2021 Town Board meeting.

**Vouchers** W. Skinner requested approval to submit meeting vouchers for ZOOM attendees. **Status of Site Plan Review for P-MAC / O’Connell Electric**

 Town Attorney Strassal requested second response from P-MAC attorney regarding completion of Site Plan Review Application. W. Skinner had shared with the town board that the planning board was ready to go to court, and demand redress for repeated non-compliance.

**Status of William Bradley’s property**

Town Attorney Strassal has contacted property owner in Eldredge, PA to advise of violations and Site Plan Review Compliance. There was a discussion as to whether contacting NYSDOT to check the right of way footage for the state highway could impact the owner having to move his items and trailers off the right of way.

**New Business**

**Great Lakes Cheese Development Project**

W. Skinner presented the recent correspondence from the Allegany County IDA declaring their intent to be the Lead Agency on the proposed Great Lakes Cheese Project. Board members were asked to review the letter and proposal, as well as the Full Assessment SEQRA review provided, and then provide comments. There is a 30-day window to comment and/or respond to ACIDA. W. Skinner asked board members to email their comments to her in the next week, and she would compile them in a Planning Board Response and present them to the Town Board. (To be attached).

**Comprehensive Plan for Village and Town**

W. Skinner and G. Hanchett have been working to get on the roster for Comprehensive Plan review and revisions with the assistance of the Alfred State College student program headed by Bill Dean. Following the advice of Craig Clark, the village of Belmont planning board has been approached to join the Town of Amity planning board to combine views and goals. There is enthusiasm between both municipal boards to work on a comprehensive plan. W. Skinner has coordinated with Craig Clark, Kier Dirlam, John Francisco, Ray DeTine, and G. Hanchett on an email change to set the stage to prepare for collaborating with the students, the county , and the village and town. The comprehensive plan project is tentatively slated for the fall student schedule. W. Skinner asked board members to consider committing to the project, either by attending meetings, coordinating the meetings, and / or recording the minutes. We would like to firm up a core group by the next meeting.

**Waterfront Revitalization Program**

The kick-off meeting with this program is tentatively set for January 28th. Town board member Dana Ross is representing the town; Dana Hand is representing the village; members of either planning board are welcome to attend as well.

**Fillable form licenses**

Dillon Giluly was contracted to help procure the Adobe PDF Fillable Forms licenses for the planning board computers. He installed them the licenses on three computers. W. Skinner and J. Clouse are working on converting existing forms and creating new ones that can be downloaded and completed on line.

**Complaint forms**

 W. Skinner shared that it would be a good practice for board members to have Complaint Forms on hand to give to citizens who have issues that need to be addressed with the town. She suggested that when a citizen is talking about a problem, they should be given a form to fill out and sign so that it can be presented to the town board and addressed. Filing a complaint document might yield better results. There are complaint forms at the town hall.

 **Letter from Nick Horton**

J. Clouse shared correspondence he received from MTS, with a cover letter from Nick Horton, President of the Belmont Fire Company and Second Lieutenant of the Amity Rescue Squad, stating their concerns about access as first responders to emergency situations in the Irons Rd. area. Challenging conditions need to be addressed. J. Clouse thought a first step would be to make an appointment with N. Horton to accompany him to that area and discuss the issues with the property owner.

**Tentative 2021 meeting schedule**

Jan. 14, 2021; Feb. 11, 2021; Mar 11 ,2021; April15, 2021;

May 13, 2021; June 17, 2021; July 15-2021; Aug. 12, 2021;

 Sept. 16, 2021; Oct. 14, 2021; Nov. 11, 2021; Dec. 16, 2021

**Next Meeting – February 11, 2021 @ 7 PM**

**Adjournment** Motion to adjourn by B. Zlomek, second by J. Maynard; motion carried; meeting adjourned at 8:24 PM.