**TOWN OF AMITY PLANNING BOARD**

**Meeting Minutes**

**May 12, 2022**

**APPROVED**

The meeting was held at the town hall, and was called to order at 7:00PM.

Those present were: W. Skinner, G. Hanchett, D. Serra, J. Maynard, B. Zlomek; excused: P. VanDyke, J. Clouse

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

***Approval of Minutes*** Motion to approve minutes of the 4-15-2022 meeting made by J. Maynard; second by D. Serra. Vote: yes – 5; no – 0; motion carried.

***Town Board Report*** presented by W. Skinner; councilmen approved minutes of the previous meeting, and accepted reports from the highway superintendent, town clerk, and bookkeeper; abstracts were approved for payment. J. Vosse, plant engineer from Saputo made a presentation about Saputo Legacy Foundation’s intent to build a 20’ x 60’ batting cage at WilMac Park. Discussion continued about which municipality owns the park—town or village? If village wants park will there be union problems with town concerns maintaining it? Also discussed was a need to clarify rules for park and pavilion use; cemetery rules and signage were also discussed; request to receive quote to revise signage for cemetery / guidelines. Town deputy supervisor D. Ross presented a request from N. Horton from Fire District about property identification for first responder. It was agreed that since the fire district is now a taxing entity, they should probably procure the identification numbers. Resolution to have MRB do SEQRA EAF Part 1 for water line improvements passed. Highway Superintendent given approval to order new truck. K. Young, town clerk, presented the Wreaths Across America program, which will be focused on Belmont/Amity cemeteries this year.

***Old Business***

***Vouchers*** W. Skinner submitted vouchers to the town bookkeeper.

***Comprehensive Plan*** The town is waiting for village comments before setting up SEQRA review and public hearing.

***New Business*** W. Skinner presented information from the DOT superintendent in Friendship facility regarding rules, regulations, permits, and procedures for creating entrance/egress/driveways on S. R. 19 north and south. Information was available for residential and commercial driveways.

***Filing and Handling Complaints*** Discussion about how to have complaints recorded, reviewed and addressed. All complaints filed should be in writing on forms provided at town hall, and given to the town clerk who will hand complaint to the appropriate person.

 ***Local Government Training*** W. Skinner passed out the latest press release and training courses being offered at the Southern Tier West conference at Houghton College on June 9. Interested people should contact the town clerk to register.

***Next Meeting -- June 16, 2022 @ 7PM***

***Adjournment*** Motion to adjourn by J. Maynard; second by B. Zlomek. Vote: Yes – 5 No – 0; meeting adjourned at 8:40PM.