

**TOWN OF FORESTPORT  
PLANNING BOARD MEETING MINUTES**

**OTTER LAKE FIRE HALL  
OTTER LAKE, NEW YORK**

**June 14, 2016  
6:30 P.M.**

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PLANNING BOARD MEETING MINUTES  
OTTER LAKE FIRE HALL  
June 14, 2016 @ 6:30**

**MEMBERS PRESENT**

Thomas Althoff (acting Chairman)  
Mary Rieth- Absent  
Ginger Swasey  
Bonnie LeBuis- Secretary

**ABSENT**

Paul Rejman – Chairman  
Gerry Ritter – Co-Chairwoman

**CALL TO ORDER:**

The meeting was called to order at 6:30 pm by Member Althoff

**PLEDGE OF ALLEGIANCE:**

Recited.

**REVIEW AND APPROVE MINUTES:**

A motion was made by Member Swasey and seconded by Member Rieth to accept the May 10, 2016 regular meeting minutes as filed.

\*\*\*Roll call vote\*\*\*

Chairman Rejman- absent  
Member Rieth- yes  
Member Althoff- yes  
Member Swasey- yes  
Co-Chairwoman Ritter – absent

**SUBDIVISION/PARCEL LINE ADJUSTMENTS:**

- Kimberly Field #68.000-2-37.1 – Request for 5 lot sub-division on Bellingertown Rd.,

Ms. Field was present with new survey map from her surveyor that incorrectly depicted the division of the lots, that she was requesting.

She wants a 4 Lot sub-division and no longer selling to neighbors. Mr. Parker was not present, nor were Ms. Tiedeman and Ms. Stokes. Ms. Field will have surveyor correct the maps and present them at the Public Hearing on July 12, 2016 at 6:15 PM.

A motion was made by Member Swasey and seconded by Member Rieth to schedule a Public Hearing for Tuesday, July 12, 2016 at 6:15 PM. The board stated that after the public hearing, if all issues are resolved, it could be voted on during the planning board meeting. If approved, the maps could be stamped that evening.

\*\*\* Roll call vote\*\*\*

Chairman Rejman- absent  
Member Rieth- yes  
Member Althoff- yes  
Member Swasey- yes  
Co-Chairwoman Ritter – absent

**OLD BUSINESS:**

- A. Discussion for fees for residential and commercial solar panels.
- B. Adding a fine to cover costs for code violations (to help with mailing, fees etc.)
- C. An updated fee structure list from codes officer.

Brad Smith presented his fee structure draft for review and discussion.

A motion was made by Member Swasey and seconded by Member Rieth to table all the above until the July 12, 2016 regular meeting, so that Chairman Rejman and Co-Chairwoman Ritter will have a chance for review/input before approving. Member Althoff will notify Supervisor Entwistle of the board's decision to table approval.

\*\*\*Roll call vote\*\*\*

Co-Chairperson Ritter- absent  
Member Rieth- yes  
Member Althoff- yes  
Member Swasey- yes  
Chairman Rejman– absent

- B. Brian Albert from White Lake Inn did not attend meeting regarding a change to his sign. Guidelines for signage will be sent out to Mr. Albert to see if he will need to attend the next meeting.

A motion was made by Member Swasey and seconded by Member Rieth to remove from the agenda, as no further contact was made from Mr. Albert.

\*\*\*Roll call vote\*\*\*

Chairman Rejman – absent  
Co-Chairwoman Ritter- absent  
Member Rieth- yes  
Member Althoff-yes  
Member Swasey- yes

- C. Ken Ernst #50.003.1-16, 11964 River St. requesting to open a consignment shop inside the current building. Mr. Ernst did not send email to the board with details as suggested.

A motion was made by Member Swasey and seconded by Member Rieth to remove from the agenda, as no further contact was made from Mr. Ernst.

\*\*\*Roll call vote\*\*\*

Chairman Rejman – absent  
Co-Chairwoman Ritter- absent  
Member Rieth- yes  
Member Althoff-yes  
Member Swasey- yes

- D. Discussion to modify website to be more efficient. The secretary will look into combining the two areas on the website to just one and bring before the board at June's meeting.

The secretary brought in an outline for one area on town website, with two new document links, The SEQR form and Sub-Division Request Items with an attachment to pull up Application. She also presented a suggestion to have Board Meeting dates/times/place entered into the town calendar. Suggestions were made on revising the application and the Sub-Division Request list to meet our needs and bring in to next meeting.

A motion was made by Member Swasey and seconded by Member Rieth to table further discussion and approval until next month's meeting, when changes are complete.

\*\*\*Roll call vote\*\*\*

Chairman Rejman – absent  
Co-Chairwoman Ritter- absent  
Member Rieth- yes  
Member Althoff-yes  
Member Swasey- yes

The next regularly scheduled Planning Board meeting is July 12, 2016 at the Otter Lake Fire Hall at 6:30 pm.

**ADJOURNMENT:**

A motion was made by Member Swasey and seconded by Member Rieth to adjourn the meeting.

\*\*\* Roll call vote\*\*\*

Co-Chairman Rejman- absent  
Co-Chairwoman Ritter - absent  
Member Rieth- yes  
Member Althoff- yes  
Member Swasey- yes

There being no further business the meeting was adjourned by Acting Chairman Althoff at 7:50 P.M.

Respectfully submitted,

Bonnie LeBuis  
Planning Board Secretary