**May 2, 2024 Albion Planning Board Minutes**

**Members Present:** J. Cucci, D. Mckeen, M. Dow SR, J. Shaw, B. Gatti, J. Keay

**Members Absent**: B. Mcpherson

**CEO**: Absent

**Secretary**: Present

**Others Attending**: S. Childs, L. Skidgell, D. Skidgell, W.Grudda

**M. Dow SR convened meeting at 6:40 p.m.**

**The Planning Board would like to acknowledge previous chair holder Kevin Morrissey for all his hard work and dedication over the years. Kevin was a key member of the Planning Board with a wealth of knowledge and went above and beyond for board and the community.**

**Election of Officials**:

M. Dow Sr nominatedJ. Cucci for char. J .Cucci accepted. B. Gatti nominated M. Dow Sr as Cochair. M. Dow Sr declined. B. Gatti nominated D. Mckeen as Cochair, D. Mckeen accepted.

**Approval of March 7 Minutes:**

J. Cucci motioned to approve the minutes as submitted with correction on date. Motion was seconded and passed unanimously.

**Lot split application for William and Dianne Grudda:**

The lot split application was reviewed. The board had a discussion on how the road was previously approved by Road Commissioner. Upon following codes in eventuality of development, the Road Commissioner will maintain the newly developed road. J. Cucci motioned for a vote of completed application. Motion was seconded and passed unanimously. J. Cucci motioned to approve the application, the motion was seconded and passed unanimously.

**S. Childs Gravel pit permit continuation:**

L. Skidgell provided the board with the requested certified letter receipts from the notification of abutters. They took the property out of tree growth, and fee was paid. They provided the signed driveway permit. J. Cucci motioned a vote as to if the permit was completed. Motion was seconded and passed unanimously. L. Skidgell asked if the property should next be put into a subdivision due to an uncertain will. M. Dow Sr suggested a lot split permit. B. Gatti recommended the board contact the municipal attorney before advising one way or another. J. Cucci confirmed the decision to contact attorney before advising.

**Secretary presentation:**

B. Nowell presented a request for one additional hour a month to be able to organize office paperwork and prepare properly for planning board meetings. J. Cucci suggested adding 4 hours a month until office paperwork is completely organized, suggesting it will be easier to get all necessary work completed with consecutive hours, once completed the extra hours will no longer be necessary. J. Cucci motioned for a vote to approve the hours. Motion was seconded and passed unanimously.

**J. Cucci adjourned the meeting at 8:03 pm**

Brittany Nowell

Secretary