

March 10, 2015 Albion Planning Board Minutes

Members Present: Frank Siviski, Chair, Chuck Rounds, Jeanne Siviski, Marianne Cogswell, Bill Gatti

Members Absent: Kevin Morrissey

Others present: Matthew Nielsen, CEO

Frank called the meeting to order at 7:05 p.m.

There being a quorum of members present no appointment of voting members was necessary.

Approval of February 9, 2015 Minutes

Chuck Rounds made a motion to accept the minutes as submitted. Motion passed and minutes were approved. Chuck suggested that future PB agenda's be made available to the Select Board.

CEO Report

Matt had submitted a report and indicated that there was no activity that required Planning Board attention.

LUO Follow UP

Jeanne Siviski drafted a letter of appreciation to Chris Huck KVCOG for PB and SB member signature. Members present signed the letter and Bill suggested it also be copied to Chris's supervisor as MMA.

No further action was deemed necessary to prepare for the LUO revisions vote at the annual Town Meeting. The summary and actual draft have been available in the Town Office for the last several weeks.

Job Description Review

The review of job descriptions for both PB Chair and PB Secretary is on going. Both Frank and Bill prepared partial drafts of descriptions that need further work. The plan will be to have them ready in the Spring.

New Business

It was decided to move forward as quickly as possible after the town meeting to distribute a public notice for a hearing on the Site Plan Review and Subdivision changes. Thereafter we would again ask Chris Huck to assist the PB with the revisions to be recommended for Town approval for Phase II of the Land Use Ordinance. Bill prepared a preliminary draft of a "Information/Contact Poster" for Town Office use that would direct individuals to the person or document necessary to begin or complete action requiring PB or CEO attention. This also would include other services (e.g. Fire Marshall).

Frank adjourned the meeting at 8: 10 p.m.

Bill Gatti

Secretary

