

Town of Richford Planning Board

MINUTES – January 6, 2016

PRESENT – Victoria Nuzzo, Doris Caskey, John Schwartz, Emilie Stuhmiller, Chuck Merrill

EXCUSED - Bill Stell

GUESTS – Charlie Davis, Joe Kral, Jillian McEvoy

Meeting started at 7:05 pm. Officers were elected: Nuzzo nominated Schwartz as Chair, Merrill seconded. Caskey nominated Nuzzo as Secretary, Stuhmiller seconded. Nuzzo nominated Merrill as Vice-Chair, Schwartz seconded. Nuzzo moved to approve all on a single ballot, Stuhmiller seconded. Unanimously approved.

Planning Board members congratulated Davis on his election as Town Supervisor and thanked him for his many years on the Planning Board.

Schwartz presented the agenda. No corrections made.

Reviewed the December 2015 minutes. Merrill moved and Caskey seconded to accept the minutes. Unanimously approved.

Set the 2016 meeting dates: the first Wednesday of the month, 7 – 9 pm, Town Hall. Nuzzo will send the meeting dates to Velvet as a press release to the Tioga Courier, to be combined with the Town Board meeting dates press release. Clerk Lyke will make a poster of the meeting dates to post at the Town Hall and Town garbage truck.

Clerk Lyke would like to have a list of board member names, addresses, e-mails.

Newsletter: all articles to be received by Nuzzo no later than Jan 19; Caskey and Stuhmiller will review by Jan 21; Sent to printer Jan 22; plan to label and stamp the evening of Jan 26. The other three newsletters will be prepared after April 13, after July 13 and after Oct 13.

OLD BUSINESS

Discussion about the 2015 budget; \$558 money left in budget. Schwartz and Davis researched projection systems and selected one that will be the best combination of price and quality. Will also purchase a mounting bracket for the projector and a screen, and a \$50 speaker. Estimated cost for the entire system ~\$552. Schwartz moved to recommend this to the Town Board, Caskey seconded. Unanimous approval.

Clerk Lyke will buy the stamps for newsletter mailings.

Discussion about the letter for sidewalk maintenance. Caskey passed out the sample letter. She will print it on Town letterhead, and give it to the Town Board for approval and distribution. Caskey and Davis will go door to door to deliver and discuss with local residents.

Discussion about the FOIL request form. Caskey will send the final form to Velvet Lyke for her approval; she will then present it to the Town Board for approval and use.

Discussion about the draft Park Ordinance prepared by Councilwoman Herrick.

Caskey moved, Schwartz seconded, to close the meeting. Passed unanimously. Meeting closed at 8:20 pm.