

NEW BUSINESS: NONE

COMMUNICATIONS: NONE

PRIVILEGE OF THE FLOOR:

Agenda Item #1: Planning Board Alternate/s

Presenter: David Wiley

Discussion:

A Board member alternate should be hired in case of multiple Board members being absent at a meeting which would result in no quorum. This will avoid cancelling a Planning Board meeting. This change may involve a change in the By-Laws.

Conclusions:

The Board members agree that hiring an alternate should be done.

Action items

Person responsible

Deadline

✓ Jeffrey Brooks to speak to Village Clerk, Mary Rupp, to add to the agenda for the next Village Board meeting.

Jeffrey Brooks

4/16/2019

Agenda Item #2: Monthly Report from Zoning Officer

Presenter: William Kirchgessner

Discussion:

The Board needs to know permitting activity before each Planning Board meeting. Silke Emisse, ZEO, was attending the monthly Planning Board meetings but due to scheduling conflicts has been absent for several monthly meetings.

Conclusions:

The Board members agree that if the ZEO cannot attend the monthly Planning Board meetings, then submitting a report to The Board is the alternative.

Action items	Person responsible	Deadline
✓ Carolyn Rossi to submit the request to ZEO to provide a monthly report on Village permitting activity.	Carolyn Rossi	3/24/2019

With no further business, Jeffrey Brooks moved to adjourn the meeting at 7:21 pm. The motion was made by David Wiley and seconded by William Kirchgessner. Motion approved all voting aye (3-0). The next Board meeting is scheduled for Tuesday, April 16, 2019 at 7 pm at the Village community house.

Minutes prepared: Carolyn Rossi