

**TOWN OF KENDALL PLANNING BOARD
MEETING MINUTES**

Tuesday, April 30, 2024 at 7:00 p.m.

ROLL CALL:	Chairman Bruce Newell	- present
	Jeff Conte	- present
	Phil D’Agostino	- present
	Jon Gainer	- present
	Mindy Zyra	- present
	Andrew Kludt, Alt.	- absent

Also present: Town Board Liaison Jennings, Code Enforcement Officer Hennekey, Deputy Code Enforcement Officer Strong and Recording Secretary Bakutis.

Chairman Newell called the meeting to order 7:04 p.m.

No public present.

The Tuesday, April 23, 2024 meeting was rescheduled to April 30, 2024, a legal notice was published.

APPROVAL OF MINUTES:

Minutes from the March 26, 2024 meeting submitted by Recording Secretary Bakutis were reviewed and amended.

OLD/ACTIVE BUSINESS:

Chairman Newell briefed board members that were absent on what was discussed at the public hearings.

- a) Finalized the Planning Boards discussion and decision on the application for the Serbicki Minor Subdivision. Mindy Zyra motioned to approve the Serbicki minor subdivision application, seconded by Chairman Bruce Newell. All in favor.
- b) Finalized the Planning Boards discussion and decision on the Kludt FLP Farm Labor Housing/Site Plan Review. The lots have been joined and the applicants are building a two-family residence in the form of a pole barn. Mindy Zyra made a motion to approve the application for Kludt FLP Farm Labor Housing and Site Plan. Seconded by Jon Gainer. All in favor. Chairman Newell asked for a roll call vote with the following results:

ROLL CALL VOTE:	Jeff Conte	- aye
	Phil D’Agostino	- aye
	Jon Gainer	- aye
	Chairman Newell	- aye
	Mindy Zyra	- aye

c) The Planning Board needs to review the Application and Site Plan for additions to the cell tower located at 1751 W. Kendall Rd. A company would like to add antennas to the cell tower, this would not have any drastic changes in size of the tower or to the surrounding area. Based on input from Code Enforcement and Chairman Newell's own reading he feels they have met the six requirements which automate the approval of the addition to be done, Chairman Newell says it is in line with our town code. The only thing that struck him as being odd is the second engineering report, at the end of it speaks of additional bracing, needs to be completed prior to the antennas being installed but says can be done later, within six months. The lead engineer, Catherine Ware. stated she wasn't aware that statement about the six months was in there and reassured Chairman Newell that the work for the tower upgrades would be done prior to the installation of new antennas. Jon Gainer made a motion to approve the application and site plan for the installation of antennas on the tower. Seconded by Jeff Conte. All in favor. Chairman Newell asked for a roll call vote with the following results:

ROLL CALL VOTE: Jeff Conte	- aye
Phil D'Agostino	- aye
Jon Gainer	- aye
Chairman Newell	- aye
Mindy Zyra	- aye

d) Chairman Newell checked on the status of the Farm and Ag Plan and Comprehensive Master Plan and has nothing to report at this time.

TOWN BOARD UPDATE:

- The Town concluded the second round of pricing for the Community Choice Aggregation Program. The Town Board Liaison said they were not lower, will try again for the third time possibly late summer or early spring. Town Board Liaison Jennings will keep the board updated.
- The Town may be signing an agreement with G&G Municipal Consulting and Grant Writing, this will ease the load of board members having to do so. This will be on an as needed basis.
- The Town is going to award the contract to install the new septic system to Don's Trucking. Work is scheduled to start in the spring.
- The Town Board passed a resolution authorizing the Highway Superintendent Eric Maxon to pick up a 20-foot tilt trailer and a 16-foot strait deck trailer.
- The Town of Kendall brush clean up day is scheduled for June 6th - June 10th.
- The Town Boards next general meeting was changed to Thursday, May 23, 2024.

CODE ENFORMCENMENT UPDATE:

No new business.

COUNTY PLANNING BOARD UPDATE:

- Chairman Newell will forward a link of the Holley Comprehensive Master Plan draft to all board members for their review.
- There will be a training opportunity coming up on June 11, 2024, 5pm to 9pm.
- The Workplace Harassment and Violence training module will be emailed to all employees. This is required yearly.

ADJOURNEMENT:

Jeff Conte made a motion to adjourn, seconded by Mindy Zyra. All in favor. Meeting adjourned at 7:36 p.m.

NEXT MEETING:

Tuesday, May 28, 2024 at 7:00 p.m.

Respectfully Submitted,

Tammy Bakutis
Recording Secretary