

**Town Board Workshop**  
**June 25, 2018**  
**Town Hall 836 Route 217, Mellenville, NY 12544**  
**6:00pm**

Attendees:

Clifford Weigelt –Supervisor	Maryanne Lee	Councilwoman
Katy Cashen Councilwoman	Brian Keeler	Councilman
Lauren Bell Deputy Town Clerk		

Absent:

Stephen Hook Councilman	Louis LaMont – Superintendent of Highways
Robert Fitzsimmons Town Attorney	

Supervisor Weigelt began the meeting by inquiring the status of the fire department consolidation. The Town is looking into consolidating the Mellenville and Philmont Volunteer Fire Departments in a new facility. Board members Keeler and Cashen are working together with a volunteer architect for possible design ideas as well as looking into grant funding available.

Representatives from LOTUS Energy presented to the Board the benefits of solar and energy efficient upgrades to the Town’s municipal buildings. They discussed various ways the town can save money and energy, starting with an audit of current electricity use throughout the buildings and how these lighting features can be converted to more energy efficient ones. Part of funding this switch would be paid for by a Grant through NYSERDA, the rest would be absorbed into the operating costs of the lights with an average payback time of 8-12 months. After this period the Town would be operating at peak efficiency saving the Town considerably on energy costs throughout the year.

The Board workshop continued with a discussion of the possibility of combining the Town Offices with another Town’s facilities. Councilwoman Lee told the Board she had done some research regarding the legality of such a move and Towns of Rosendale and Marble are the State’s model for such a move and volunteered to visit the site with Councilman Hook in order to see how such a venture would work.

Supervisor Weigelt discussed Building Inspector James Trapp search for grants for the Town Park and the Fire Department consolidation. He has also tasked Jay and the Planning and Zoning Boards to remain diligent about laws that “just don’t work or make sense” for the Town residents.

Gretchen Stearns, a member of the Planning board, spoke regarding her attendance to the Planning Federation Meeting in Lake George recently. She enlightened the Board on the various topics of discussion and situations the Board needs to potentially think about in order to be pro-active for the Town.

Councilwoman Lee discussed with the Board meeting with Karen Landau, the Town’s Healthcare broker, regarding the upcoming open enrollment and healthcare changes. A meeting was set for Thursday, July 12, 2018 at 6pm, prior to the regular Town Board meeting.

Councilwoman Cashen discussed the completed Source Water Protection Plan, by Steven Winkley of New York Rural Water Association, and when the Board would like for him to present his findings to the Town. No date was determined.

Councilman Keeler discussed the status of the employee handbook being reviewed by an outside service, a rough draft will be available soon.

Councilwoman Cashen and the Board discussed the quotes they received to paint the Water District #1 Water Tank. More information is required.

Supervisor Weigelt informed the Board there is a change of status at the State DOT and a new meeting regarding the Town's ownership of Park Place will continued to be discussed.

Councilwoman Lee received information from National Grid regarding their 10,000-tree program, the Board agreed to look into this program.

At this time the Board began the Planned Development District meeting.

**Continuation of Special Meeting regarding Amendments to the  
Town of Claverack Zoning Law creating a Planned Development District (PDD)**

**June 25, 2018**

**Town Hall 836 Route 217, Mellenville, NY 12544**

**7:00pm**

Attendees:

Clifford Weigelt –Supervisor	Brian Keeler	Councilman
Katy Cashen Councilwoman	Maryanne Lee	Councilwoman
Lauren Bell Deputy Town Clerk	James Trapp	Building Inspector
Liz Axelson – Senior Planner, Morris and Associates		

Absent:

Stephen Hook	Councilman	
Louis LaMont – Superintendent of Highways	Robert Fitzsimmons	Town Attorney

Supervisor Weigelt thanked the members present of the Planning Board and Zoning Board for their attendance. Supervisor Weigelt opened the meeting reminding those in attendance there would be no public comments or questions entertained. Documents were made available for the public in attendance to review.

Liz Axelson, Senior Planner, from Morris Associates Engineering, opened the discussion by reviewing edits and changes made to the text of the law as a result of the previous meetings. Councilwoman Cashen asked Ms. Axelson to clarify the definition of footprint versus square footage. It was defined as the total area a building takes up of the ground whereas square footage means the total area of the building which could be multiple floors.

Further discussion centered around lot coverage and open space percentages. Also discussed was whether or not gravel was viewed as an impervious material and therefore would be calculated in the lot coverage percentages.

Discussion of the lots sizes in the area the Planned Development District would be allowed led the group to decide to change the minimum lot size from 50 acres to 25 acres.

Discussion on various wording in the law document was reviewed as well as timeframes. Clarification was made on the Town Board's ability to control the use of open space and the law is worded to allow the Town strong controls on any changes. It was decided to change the review timeframe from 30 to 60 days to allow for more thorough review.

Liz Axelson discussed the next steps for the Boards, which would be to start the Full Environmental Assessment Form. She will start the process and have the start of the document for review at the next workshop which will take place July 30, 2018 at 7pm.

Motion to adjourn meeting made by Councilwoman Cashen, seconded by Supervisor Weigelt. Carried.

Adjourned 9:03pm

Respectfully submitted,  
Lauren Bell - Deputy Town Clerk