

Meeting Minutes, Pavilion Planning Board
Tuesday, March 11, 2014
Pavilion Town Hall

Present were Dean Davis (chairperson), Edgar Hollwedel, Don Brooks, Kevin Conklin, Rob LaPoint, Larry Dagan (alternate), Craig Pruscha, Sue Kinney (acting recorder), and Dan Lang (CEO/ZEO). Also in attendance, and introduced by Dan, was Matt Mahaney, a Genesee County Planning Officer who will be assisting Dan with town business on occasion.

1. The meeting opened at 7:02 with the pledge to the flag.
2. Larry Dagan as Alternate will not be required to vote at tonight's meeting.
3. New forms for member compensation were handed out to be discussed and completed for the first quarter. Compensation has changed, from \$20 per member per meeting or \$25 (chairperson) per meeting to a flat rate of \$350 per year for each member/alternate, or \$450 for chairperson, to be paid in quarterly installments. There will no longer be separate compensation for training attendance, although mileage may be submitted for compensation at the rate of \$0.55/mile, and any registration fees will still be paid by the town, as long as the training is approved.
4. The minutes from the December 10, 2013 meeting were passed with no corrections, additions or deletions. Motion was made by Don Brooks and seconded by Kevin Conklin.
A roll call vote was taken with the following results:
Edgar Hollwedel: yes Don Brooks: Yes Kevin Conklin: Yes
Rob LaPoint: Yes Dean Davis: Yes Craig Pruscha: Yes
Sue Kinney: Abstained
Edgar Hollwedel commented that, as a point of order, the November minutes were accepted as written; however, there was no recorded vote to close that meeting. After examination, the board agreed to amend the minutes of 11/12/13 to show that the meeting was, in fact, closed. A vote was taken to accept the amendment, with the following result:
Edgar Hollwedel: yes Don Brooks: Yes Kevin Conklin: Yes
Rob LaPoint: Yes Dean Davis: Yes Craig Pruscha: Yes
Sue Kinney: Yes
5. The document Powers and Duties of Planning Board Alternate will be finalized by vote at the upcoming Town Board Meeting. One "unique wrinkle" is that if the Alternate is called upon to vote on any long term project requiring action at more than one meeting, then his/her vote will be required at those subsequent meetings on that particular issue. As a result, there may be a vote of eight members on those occasions. The chairman will notify the Board that the Alternate will be voting when a meeting is called to order on any given date.
6. Dan Lang presented his report summarizing permit and variance applications, Certificate of Occupancy granted, property inspections and violations, and other news of interest. Business is down, probably because of this season's harsh weather conditions. A 1203 Report was sent to the state, and a call of acknowledgement was received.
7. Topics for Open Discussion:
A comment was made that the web site is working well and applications are being received off of it.

The Town Newsletter is another effective forum to get information out to public.

8. Budget for 2015 will be due to the Town by late August or early September for consideration. Edgar suggested that we formalize reporting of Conference attendance to better share information and to have training hours become a matter of public record. This would make a better accounting and use of public money spent. We will need to budget for conference/training fees.

Certain equipment is needed to facilitate the new State Environmental Quality Review (SEQR) forms required to be completed whenever a project may have environmental repercussions. This would involve a system to include a computer, projector, screen, wireless internet availability, and a printer or hook-up to an existing printer. This equipment will be needed by and shared with the Zoning and Town Boards, and an off-the-cuff estimate of cost is between \$1200-\$1500.

Dean has worked with Hurricane Technologies through his business, and they are also contracted successfully by the Town of Batavia, according to Dan. They have been prompt, reliable and helpful. A motion was made by Rob LaPoint that Dean Davis be authorized to request a proposal from Hurricane Technologies to be submitted as part of the 2015 Planning Board budget; it was seconded by Craig Pruscha. It is the request of the Board that the system components be clearly described as regards functionality and how they work together, and training should be included for all involved parties.

A roll call vote was made with the following result:

Edgar Hollwedel: yes Don Brooks: Yes Kevin Conklin: Yes

Rob LaPoint: Yes Dean Davis: Yes Craig Pruscha: Yes

Sue Kinney: Yes

A motion to close the meeting was made by Dean and seconded by Craig. The meeting was closed at 8:02 by a voice vote which was unanimous.