

Planning Board Meeting Minutes

Village of Ballston Spa

Held on December 11, 2019

The meeting was called to order at 6:58 by Chairman Rory O'Connor.

Chairman present: Rory O'Connor

Members present: Mike Barabasz, Mike McNamara, Scott Burlingame, Pete Martin

The board reviewed the minutes from the previous meeting, as well as the minutes from the July meeting, that were unavailable for review at the last meeting.

Motion made by Member Barabasz to approve the July minutes, seconded by Member McNamara. All ayes.

Motion made by Member Martin and seconded by Member Burlingame to approve the October minutes. All ayes

Chairman O'Connor explains the purpose behind this meeting. He was approached by Attorney Ferradino recently about updating our village forms and applications. She feels that everything we have is extremely outdated. She feels that if we could get more information from the homeowners up front, it could save everyone a lot of time and make the process easier for us.

Chairman O'Connor has spent some time online looking at the forms and processes for other local municipalities. He would like to see all our forms online, and even have homeowners be able to fill them out online and apply electronically.

Chairman O'Connor asked the board members out of all the municipality forms they've reviewed, which ones did they like? Members Martin and Barabasz both stated they like the Town of Milton forms. Attorney Ferradino replies that while that is a good place to start, their forms are a little too thin, lacking some helpful information. She liked the forms that Saratoga Springs uses, and feels the checklists on the applications would be beneficial for us.

Chairman O'Connor states that he has been in touch with Paul Laskey with the ZBA about their forms as well. He'd also like to update their forms. Chairman O'Connor informs the board he'd like to merge some parts of the Town of Milton forms and some parts of the Saratoga Spring forms. He's going to work on putting something together before their next meeting in January. He'll try to get the new forms emailed to everyone on the board before then, so they have time to review them.

The board and Attorney Ferradino spend some time talking about what needs to be on the forms. They also discuss changing the fee schedule and will need to review all charges at a later date.

Chairman O'Connor opens the floor to the public at 7:20.

Resident/Trustee Elizabeth Kormos of 89 Hyde Blvd states that she fully endorses this idea and thinks we should expedite it. She also informs the board that she is sending in a grant application that will be addressing bicycle and pedestrians' use.

Member Burlingame also asks if there is a way to tie in sidewalk repairs with building permits moving forward. This would be a way to get more of the sidewalks repaired that are in dire need. Resident Kormos says this has come up in previous Board of Trustees meetings but nothing was ever resolved. The board decides to discuss this at another time.

Chairman O'Connor closes the floor to the public at 7:29.

Motion made by Member Burlingame to adjourn at 7:30, Member Barabasz seconds the motion. All members – aye.

Meeting adjourned at 7:30.

Respectfully submitted,

Shari Kanarek

Secretary