

# Minutes

## PLANNING BOARD

Regular meeting

6:30 p.m. March 21, 2024

Board Meeting Room of Town Hall Annex, 105 E. Corbin St.



Present: Chair Frank Casadonte, Vice Chair Hooper Schultz, John Giglia, Robert Iglesias, Sherra Lawrence, Saru Salvi and Christian Schmidt

Absent: Cassandra Chandler, Jeanette Benjey

Staff: Planner Molly Boyle

### 1. Call to order and confirmation of quorum

Chair Frank Casadonte called the meeting to order at 6:31 p.m. Planner Molly Boyle confirmed the presence of a quorum.

### 2. Agenda changes and approval

Motion: Member Saru Salvi moved to approve the agenda as presented. Member John Giglia seconded.

Vote: 7-0.

### 3. Minutes review and approval

Minutes from the regular meeting on December 21, 2023, the joint public hearing on January 18, 2024, and regular meeting on February 15, 2024.

Motion: Member Christopher Schmidt moved to approve all three sets of minutes as presented. Giglia seconded.

Vote: 7-0

### 4. Organizational Meeting

#### A. Chair and Vice-Chair elections.

Casadonte gave the gavel to Boyle to preside over the appointment of chair. Boyle opened the floor for nominations. Salvi nominated Casadonte for chair.

Motion: Vice-chair Hooper Schultz moved to close the floor for nominations. Giglia seconded.

Vote: 7-0

Motion: Schultz moved to reappoint Casadonte as chair. Schmidt seconded.

Vote: 7-0

Boyle returned the gavel to Casadonte, who opened the floor for nominations for Vice-Chair. Salvi nominated Schultz.

Motion: Salvi moved to close the floor for nominations. Member Robert Iglesias seconded.

Vote: 7-0

Motion: Iglesias moved to reappoint Shultz as vice-chair. Schmidt seconded.

Vote: 7-0

**B. Committee Appointments**

Boyle explained board members were invited to volunteer for these appointments and asked Schultz and Iglesias if they wished to continue in their positions. Both said yes. She noted that the board didn't have a representative for the Tree Board or the Water and Sewer Board. Schmidt volunteered for the first, Giglia for the second.

Motion: Schultz moved to reappoint Iglesias as board representative to the Board of Adjustment. Casadonte seconded.

Vote: 7-0.

Motion: Casadonte moved to reappoint Schultz as board representative to the Parks and Recreation Board. Schmidt seconded.

Vote: 7-0.

Motion: Salvi moved to appoint Schmidt as board representative to the Tree Board. Giglia seconded.

Vote: 7-0.

Motion: Iglesias moved to appoint Giglia as board representative to the Water and Sewer Board. Schultz seconded.

Vote: 7-0.

**C. Upcoming absences and vacancies**

Boyle said she'd received some questions about absences. She explained that members are now allowed to miss up to six meetings within a 12-month period. She noted that board member Sherra Lawrence will miss some meetings because of pregnancy. She said board member Cassandra Chandler will be resigning from the board after the April meeting. Asked about filling Chandler's position, Boyle said she had received an application to fill it. She said there was still a vacancy for an Extraterritorial Jurisdiction (ETJ) representative board member, but that staff will likely propose a text amendment to remove the third ETJ position so that ETJ representation on the board is more accurately proportionate to representation in-town.

**5. Updates**

**A. Board of Adjustments**

Iglesias said there was a meeting in February, but there were no significant updates, with only one matter coming before the board.

**B. Parks and Recreation Board**

Schultz reported the board will propose to the board of commissioners that opening and closing hours for town parks, which includes greenways, be changed from sunrise and thirty minutes after sunset. He said the board learned that the cost of building two basketball courts at Cates Creek will be \$200,000. The courts should take a year to approve but only four months to construct. Giglia asked if there were plans for pickle ball facilities. Schultz said the county's Fairview Park has tennis courts that are being used for pickle ball and

that private courts north of town were also available. He reported the board also considered increasing reservation fees for field and picnic shelters but decided not to.

When asked by Schmidt if the representative positions to other boards/committees were seated positions, Boyle explained the positions are non-voting.

C. Staff updates

Casadonte asked about updates on the train station. Boyle said the town had received the second submittal, which is under review. Giglia asked if the town will widen Exchange Park Lane. Schultz said the road can't be widened because of the one-lane trestle. Casadonte noted the board's next meeting will be a public hearing at 7pm on April 18<sup>th</sup>.

**6. Adjournment**

Motion: Casadonte moved to adjourn the meeting at 6:55pm. Giglia seconded.

Vote: 7-0.

Respectfully submitted,

Molly Boyle  
Planner II  
Staff support to the Planning Board

Approved: Month X, 202X