

TOWN OF FORESTBURGH PLANNING BOARD
MINUTES
March 23, 2021

The meeting was called to order at 7:00pm by Chairman Richard Robbins virtually, via Zoom.

Members Present: Anthony Cardoso
 Alan Devlin
 Vincent Galligan
 Susan Hawvermale
 Richard Robbins, Chairman
 Robert Sipos

Absent: Katherine Barnhart

Town Attorney: Jacqueline Ricciani

Recording Secretary: Billie Jean McGinnis

The Forestburgh Planning Board is conducting this meeting virtually pursuant to the terms of Governor Cuomo's 2020 executive orders 202.1 and 202.15. Notice has been provided to the public, including Zoom log in information, and has been posted at the Forestburgh Town Hall, Forestburgh Firehouse, Forestburgh General Store, Forestburgh newsletter and published in the Sullivan County Democrat.

Approval of Minutes

Minutes from the December meeting were reviewed. S. Hawvermale pointed out grammatical errors to be corrected.

Motion made by S. Hawvermale to approve the minutes as amended. Seconded by A. Devlin.
Vote: All in favor.

Public Comment on Agenda Items

There are no comments.

Forestburgh Pond – Application to Extend Time

Chairman Robbins congratulated the applicant on the closing of the property which is scheduled for tomorrow. The applicant has requested a 180 day extension of time to complete the conditions and submit the final plat for approval.

Alan Lord, presenting on behalf of New York Land & Lakes, provided an update. The closing is scheduled for tomorrow. Hubbell Construction is ready to start work next week, beginning with Woodland Drive. They expect it to take 3-4 weeks to complete the upgrades to Woodland Drive and Stag Forest Road. They'll also remove the shooting range, targets, benches and signs.

Forestburgh Pond Property Owners' Association Inc. paperwork has been completed and will be filed as soon they own the property.

Rebecca Christ, deputy permit administrator for the DEC has completed her review on the dam permit. She advised them to work directly with dam safety to finish permitting.

Mr. Lord is waiting on the County DPW for driveway permits on Hartwood Road. NYS DOT has asked for additional engineering design on the entrance for Stag Forest Road before issuing a work permit. There is a catch basin where Stag Forest Road enters onto Route 42. The engineer is going to show how that is going to be incorporated into their road entrance.

Mr. Lord is not aware of any outstanding fees owed at this time. Chairman Robbins has advised that the escrow is at \$1,500 and requested additional funds.

S. Hawvermale asked if construction will impede the ingress or egress for the current residents of Stag Forest Road. Mr. Lord advised that they will not interfere with residents' access. Residents will be provided with a construction schedule. There may be times where they need to close the road for a few hours to put in a culvert.

A. Cardoso asked about tree clearing. Mr. Lord explained that the only clearing will be for the two roads that need to be widened. At some point he will have a grinder in there for trail clearing but that will be for brush mainly, not for clearing.

V. Galligan asked for an explanation and basis for the length of time they are requesting. Mr. Lord hopes to be back before the Board at the May meeting for final approval. He wants to be sure that the Board has time to review and agree that the improvements have been done.

Mr. Lord asked who will inspect the work to be sure improvements are completed. Chairman Robbins advised that the Board has not decided but proposed that our consultant, Glenn Smith, conduct an inspection to be sure work has been completed. J. Ricciani suggested that the Board consider whether the applicant is going to make any substantial changes to the preliminary approval that will be reviewed. Mr. Lord doesn't anticipate any changes to the plan at this time. J. Ricciani suggested that Mr. Lord deal directly with G. Smith. He may then submit a report with his findings. Chairman Robbins was in agreement.

R. Sipos asked if the owners and residents of Stag Forest Road will be notified of the construction timeframe. Mr. Lord explained that they will be notified once they know the schedule.

J. Ricciani wanted to clarify that the contractor will be working on the two roads and common driveways. Mr. Lord confirmed that they will do all of the driveways on the county road because they're already approved. All driveways on the county road will have culverts installed and 50 feet of driveway. A. Cardoso asked if this will require clearing. Mr. Lord responded that it will require clearing. There are two large trees that need to be removed from the shoulder of the road. The County required this for sight distance. Mr. Lord has put in calls for a tree contractor.

Chairman Robbins asked the applicant if he wants to keep the requested 180 day extension or amend it. Mr. Lord asked if they could come back sooner. Chairman Robbins confirmed. Mr. Lord hopes to be back for the May meeting but wants the extra time in case there is a need for it.

Motion that the time limit imposed at the prior directive be extended 180 days. Motion made by S. Hawvermale. Seconded by R. Sipos.

J. Ricciani confirmed that the September meeting will be within the 180 days.

Roll Call Vote:

A. Cardoso	Aye	S. Hawvermale	Aye
A. Devlin	Aye	R. Robbins	Aye
V. Galligan	Aye	R. Sipos	Aye

The 180 day extension has been granted.

Planning Board Application Form

The Board discussed various changes to be made to the Planning Board Application. This has been tabled to allow Board members to further review the application for additional changes.

One topic of discussion was the timeline for meeting minutes for Open Meetings. J. Ricciani found an opinion letter that stated that minutes are to be available upon request within 2 weeks of the meeting. They do not need to be posted until after they are approved.

Public Comment on Items Discussed During this Meeting

S. Hawvermale wanted to clarify that the meetings start at 7pm. The Zoom invitations show 6:30pm. Chairman Robbins confirmed that the meetings start at 7pm but the invitations may show 6:30pm because that's what time the meeting is set up.

Adjournment

Motion to adjourn at 7:31pm made by V. Galligan. Seconded by A. Devlin.

Vote: All in favor.