

Meeting Minutes December 11<sup>th</sup>, 2024

At a regular scheduled meeting of the Planning Board of the Town of Mentz held in the municipal building, located at 14 Sponable Drive, Mentz, NY 13140 at 7:00PM, the following were present:

Acting Chairman: Richard Burke

Alternate Member: Michael Gray  
Alternate Member: Tom Green

Clerk: Caitlin Bacon

Public present: Joyce Decker, Martha Robinson, Barbara Clancy, Steve Siracusa, Becky Siracusa, Brandon MaGill, Polly Lyn Davies, Bill Applebee, Deb Applebee, Lori Siracusa, Mary Green, Mark Gunthier, Dan Saverese

Acting Chairman Burke called the meeting to order at 7:00PM, the Pledge of Allegiance was said by all present followed by a moment of silence

Acting Chairman Burke proposed a motion to accept the meeting minutes from prior Planning Board meeting, November 13<sup>th</sup>, 2024, to be approved. Due to an eye injury, Member Green could not read, so minutes were read aloud by Acting Chairman Burke.

After reviewing the minutes, a motion to approve meeting minutes dated November 13<sup>th</sup>, 2024, was made by Acting Chairman Burke.

Motion was seconded by Member Gray.

All in favor 3-0

Acting Chairman Burke communicated a letter submitted by Martha Robinson requesting to be considered as an alternate or fulltime seat on the Planning Board. Acting Chairman Burke recommended she submit her letter of interest to the Town Board, as they are the board to appoint members to the Planning Board. Public Present Ms. Robinson stated that she has submitted a letter to the Town Board as well. Acting Chairman Burke stated that his term is over at the end of this month and there will be a vacant seat on the Board. Public Present Mrs. Clancy stated that, as a member of the Town Board, questioned Acting Chairman Burke if he was considering renewing his appointment, Acting Chairman Burke stated he was not. Mrs. Clancy stated that the Town Board would need to fill a seat then at the next town Board Meeting. CEO Moose reminded Mrs. Clancy that there are two alternates that have completed training that should also be considered for the vacant seat on the Board. Mrs. Clancy requested that the meeting minutes show that she did not state that one person will be getting a seat, and the Town Board will pursue the correct process to fill the vacant seat.

Acting Chairman Burke stated that there was no old business.

Acting Chairman Burke stated that new business was a minor subdivision request from Dan Saverese. Mr. Saverese was present and approached the Planning Board to show maps and discuss details. Mr. Saverese requested the Planning Board approve the preliminary documents so that he can have a land survey completed. Mr. Saverese currently has two lots on State Street Road and would like to take a small portion out of each lot to create a third lot to build a house.

After reviewing the zoning laws and discussing the details with Mr. Saverese, a motion was made by Alternate Member Gray to approve the preliminary plan application submitted with the requirement of completing a land survey at and near 8240 State Street Rd.

Motion was seconded by Alternate Member Green.

All in favor: 3-0

Acting Chairman Burke questioned the public if there was any business to discuss.

Public present Mark Gunthier questioned the agendas. Mr. Gunthier stated that it was not fair that he must come to the meeting to see what the Planning Board will be discussing. He also stated that he should be able to call ahead of time to the Town Office and they should be able to tell him. Public present Mrs. Clancy stated that the Town was working on a website and is looking to post the agendas on the website. Planning Board Clerk Bacon stated that agendas are a work in progress, and the Planning Board have been actively working on getting the agendas streamlined. Clerk Bacon read the bottom of the agenda requesting that if anyone had business to discuss at a board meeting to contact the email address provided to be put on the agenda, however, business doesn't make it to the agenda, sometimes, even the day of the meeting. Mr. Gunthier expressed, in scenarios such as this, that person should wait until the next meeting. CEO Moose explained that sometimes people have deadlines that they need to make and don't know until the last minute, and as far as he knows, feels the Town welcomes this so the residents can get what they need done. Mr. Gunthier still said that he did not feel that was right, if they knew, they should call and let them know, he stated. Alternate Member Gray noted that just because someone comes in as a walk in, does not mean the Planning Board will act on it. Mr. Gunthier acknowledged that as a fair point.

Acting Chairman Burke questioned the Planning Board if there was anything else to discuss. Nothing else to discuss.

Next scheduled Planning Board meeting is January 8<sup>th</sup>, 2025.

Motion to adjourn the regularly scheduled Planning Board Meeting on December 11<sup>th</sup>, 2024, was made by Alternate Member Gray.

Motion was seconded by Alternate Member Green.

All in favor 3-0.

Meeting Adjourned: 7:31PM

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Planning Board Clerk Bacon