

# MINUTES

Town of Wappinger Planning Board  
January 09, 2019  
Time: 7:30 PM

Town Hall  
20 Middlebush Road  
Wappingers Falls, NY

Summarized Minutes

## Members:

Mr. Flower	Chairman	Present
Mr. Ceru	Member	Present
Mr. Marinaccio	Member	Present
Mr. Pesce	Member	Present
Mr. Phillips	Member	Present
Mr. Valdati:	Member	Present

## Others Present:

Mr. Horan	Town Attorney
Mr. Gray	Town Engineer
Mr. Stolman	Town Planner
Mrs. Roberti	Zoning Administrator
Mrs. Ogunti:	Secretary

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## SUMMARY

### Discussion:

Porteus Lot Line Re-alignment	Resubmit
Elgen Associates (Amended Site Plan)	Vote on January 23, 2019
Riverview Land Company, LLC (Amended Site Plan)	Public Hearing on February 4, 2019

### Architectural Review:

Villa Borghese Canopy & Façade Upgrade & Repair	Approved as submitted
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### Extension:

Myers Corners Landing Subdivision	Granted from January 12, 2019 to July 10, 2019
Chelsea Farm Subdivision	Granted from January 31, 2019 to January 30, 2020
Smart Subdivision	Granted from December 18, 2019 to March 17, 2019

**Acceptance of the Minutes from November 19, 2018**

**Mr. Pesce:** **Motion to accept the Minutes from December 3, 2018.**  
**Mr. Phillips:** Second the Motion.  
**Vote:** All present voted Aye.

**Discussion:**

**18-5198 Porteus Lot Line Re-alignment:** To discuss an application for a lot line re-alignment to re-align property lines between two (2) vacant lots onto a Town road from the “paper road” as they currently exists. The two existing lots, each approximately 0.465 acres lie in an R20 Zoning District. The property is located at **205-209 Old Route 9** and is identified as **Tax Grid Nos. 6156-02-830781 (0.46 acres) and 6156-02-825772 (0.47 acres)** in the Town of Wappinger. (Cappelli)

**Present:** Al Cappelli – Architect

**Mr. Flower:** Good evening.

**Mr. Cappelli:** Good evening, Alfred Cappelli for the applicant. I put together a brief narrative explaining what we are going to do there. I have a before and after survey. This is a new road off Route 9 and it's a private road that services 5 properties and most of the road system is graveled driveway. We have two lots that were created as part of this larger subdivision filed in 1930. These lots are facing east and west and they were proposed to go on privates roads. That infrastructure was never constructed. When this particular bought all of these lots he was questioning how he's going to get access. He did do some reach as to who owns some of the lots and he didn't go anywhere. What we are looking to do is take that same footprint so that it comes out on Due Road. The lots remain the same nothing more nothing less they are just reconfiguring it. It was never approved by the Health Department.

Mr. Cappelli continues his overview of the project.

**Mr. Flower:** The Health Department will obviously be a condition of approval.

**Mr. Cappelli:** Obviously. I'm just here as a conceptual for you guys to say Al, this looks good pending board of health approval. I couldn't start digging holes and designing not know which way the lots were going to be arranged.

**Mr. Valdati:** Did Mr. Bettina the highway superintendent agree to that road?

**Mr. Cappelli:** Correct, at the cost of the developer and not at the Town's expense.

- Mr. Valdati: Did that come from Mr. Bettina or the Town Board?
- Mr. Cappelli: Mr. Bettina. If that has to go a little bit more formal and further so be it. That was the conversation that was had at least 6 months ago. I'm not sure that Vinny has even seen this particular sketch.
- Mr. Gray: Is that Town right-of-way?
- Mr. Cappelli: I don't think anybody knows exactly what it is Bob. Vinny did say he plows this roadway all the way to the back in order to get this guy access.
- Mr. Horan: Does it go to Cooper Road?
- Mr. Cappelli: It does not physically go to Cooper Road it's all overgrown.
- Mr. Flower: Did you discuss at providing a turnaround?
- Mr. Cappelli: No, to be honest with you I didn't have any discussions with Vinny about this. I just asked him if he could widen the road a little bit, give me Town specs. We can review that with Vinny and the Town Engineer.
- Mr. Flower: I do see that the Town Engineer included it in their letter. The Fire Department hasn't had an opportunity to make comments on it. The fire code does require a turnaround at the end of any roadway that's 150 feet long.
- Mr. Cappelli: Although I'm going to make the argument that we are not creating this situation. I suppose if the developer wanted to he could say forget about it. We are not even extending the road or anything.
- Mr. Horan: I don't believe you will be able to get a building permit.
- Mr. Flower: Even to get a building permit you would have to put the turnaround in. You would have to meet the requirements of the fire code provision for a fire apparatus access.
- Mr. Cappelli: So you are telling me in order for me to build a house on the existing lot I have to pave that road and put a turnaround in?
- Mr. Flower: Yes, because you are currently extending what's currently there.
- Mr. Cappelli: There are houses beyond me.
- Mr. Flower: There are houses be beyond you?

- Mr. Cappelli: Yes.
- Mr. Gray: Al, my own opinion and I talked to the board about this why don't you address the Health Department first then I think we can solve the road and access.
- Mr. Cappelli: That's true but you understand that I couldn't begin a design depending which way the lots are configured, Bob. I cannot design a lot that's going to be turned 90 degrees.
- Mr. Gray: Our point of view this isn't a subdivision anyway and it's less than 5 lots.
- Mr. Cappelli: I need some formal okay from the Town. Am I putting my septic side by side here or am I doing it in the back.
- Mr. Gray: If you leave it the way it is you won't be before the Planning Board.
- Mr. Cappelli: I'll get Board of Health approval and we'll keep the lots the way they are.
- Mr. Gray: That's a possibility.
- Mr. Horan: Their problem is you can't get a building permit on the back lot the way it is currently configured because it has no frontage on an improved turnaround.
- Mr. Cappelli: I can't grant myself an easement, Jim?
- Mr. Horan: You can grant yourself an easement but you can't get a building permit. You will either have to get open development permit from the Town Board.
- Mr. Cappelli: We don't know who owns Mildred Street.
- Mr. Horan: The legal frontage on the back lot is on Mildred Street.
- Mr. Stolman: Al, a lot of this discussion is pretty academic. You would like to reorient the lots?
- Mr. Cappelli: Yes. We discussed turning new road in order to create the frontage and accessing these two lots the way they currently are.
- Mr. Stolman: So you have no issue going to the Health Department?
- Mr. Cappelli: No, but I need to know where my septic is going when I'm putting together a design.

- Mr. Stolman: You are proposing to realign the lots?
- Mr. Cappelli: Yes.
- Mr. Stolman: So you go that way.
- Mr. Cappelli: I'm proposing it and if everyone here is on board. I don't want to design the system get it approved and come back and you say you put your septic on the wrong lot.
- Mr. Stolman: I understand what you are saying.
- Mr. Flower: Basically tonight you just want to get a feel from us whether or not we are okay with your orientation.
- Mr. Cappelli: Yes and what issues there are or aren't.
- Mr. Flower: So tonight if the rest of the board members are okay with the orientation and in the future you are going to come back with the items to address from the Planner and Engineer.
- Mr. Cappelli: I want to make sure that the consultants are happy.
- Mr. Horan: One thing you are going to need to go to the Health Department that might be a lift here is the location of the well and septic on all of the adjacent lots.
- Mr. Cappelli: Which we already have.
- Mr. Horan: Okay, good.
- Mr. Cappelli: I've already had previous conversations with Dan Kiehler at the Health Department.
- Mr. Horan: Do they have data on that?
- Mr. Cappelli: They have data on this house and they have data on the trailer park. We measured these lots ourselves.
- Mr. Horan: Do we know when these lots were created?
- Mr. Cappelli: The lots were created in 1928. We have some old deeds and we'll give them to you if you want.
- Mr. Horan: Is there a filed map?

- Mr. Cappelli: Yes, in 1930.
- Mr. Horan: Send me that if you would.
- Mr. Cappelli: I'll send all of them to you. No problem.
- Mr. Flower: Is the rest of the board okay with what's being proposed? The reorientation of the two lots basically turning everything 90 degrees and we wait for a future submission to address all the open ended conditions.
- Mr. Cappelli: In the meantime I'll speak to Bob to see what his concerns are. I'll speak to Jim and David as well.
- Mr. Valdati: Mr. Horan, does Town Board have to give legislative review to extend a road or is that the purview of the Highway Superintendent?
- Mr. Horan: If it's a question of ownership, we've done some research and it appears that at least the Town is treating new road to be a Town road. As Al said there are some questions as far as how much of a road there is. There are a number of roads that have older roads that have existed that would have been created in the 1920s and maintained over a period of time. It's unclear as to where the Town maintenance begins and ends. With some respects it's in the purview of the Planning Board because you have jurisdiction over improving roads.
- Mr. Valdati: So it is not the jurisdiction of the Town to decide they want to extend the road?
- Mr. Horan: Not if it's already being maintained by the Town.
- Mr. Valdati: It's not their call to extend the road?
- Mr. Horan: If it's already there. It's a question of the road already being there. We are talking about extending the pavement. Extending the pavement is different from creating a right-of-way.
- Mr. Valdati: Thank you.
- Mr. Horan: It is somewhat a complicated issue.
- Mr. Cappelli: I'll talk to whoever I need to just to get this going.
- Mr. Horan: Like Bob said when you get the septic all set then you can come back to us.

**16-3355 Elgen Associates (Amended Site Plan)**: To discuss a revised amended site plan application for the renovation of two (2) existing buildings for office and retail use and the removal of an existing dilapidated building on 1.78 acres in an HB Zoning District. The property is located at **561-563 Old State Road** and is identified as **Tax Grid No. 6157-02-580777** in the Town of Wappinger. (Povall) (Opened & Closed Public Hearing January 17, 2018)

Present: Billy Povall – Engineer

Mr. Povall: Good evening. I'm here tonight for Gene Lois and Elgen Associates. They have the parcel with the existing buildings between Sgt. Palmateer Way and Old State Road. The property is in the HB zoning district and right now there are three structures on the property. We are proposing to convert building into retail space and there's a two story building behind that which we are calling Building Two and we will make office space. The building in the back we are proposing to remove. We will be removing the existing graveled driveway and making it a grass lawn and building a new parking lot. We are proposing to connect to the Town's sewer line. There's also an existing well we plan to keep to service the two buildings.

Mr. Flower: Did you get the letter from the engineer and planner?

Mr. Povall: Yes.

Mr. Flower: We have one issue of concern regarding the discharge from the catch basin across the street.

Mr. Povall: I did see that comment and I took a quick look at it and I feel we should be able to accomplish that. We will have to add some drain in the front.

Mr. Flower: There's a basin on the other side of the road and a 24" pipe that comes across.

Mr. Gray: Bill, you can talk to me. We talked to your predecessor about this to make sure the water stays under control.

Mr. Povall: I can take a look at that maybe we can do a swale or something along there.

Mr. Flower: David, do you have anything?

Mr. Stolman: You have my memo. Nothing major and it's been around for a long time. It's down to very minor things if any like lighting fixtures.

- Mr. Flower: I guess he's looking for some type of photometric plan.
- Mr. Povall: We actually have that but I'll add the details of the fixtures too.
- Mr. Flower: Are there any questions and/or concerns? Because there are minor comments we can set as conditions to the resolution of approval.
- Mr. Povall: Okay.
- Mr. Flower: If the board feels incline we can entertain a motion to have the Town Planner prepare a resolution.
- Mr. Phillips: Motion to authorize the Town Planner to prepare a resolution for January 23, 2019.**
- Mr. Pesce: Second the Motion.
- Vote: All present voted Aye.

**18-3390 Riverview Land Company, LLC (Amended Site Plan)**: To discuss an Amended Site Plan application and Special Use Permit for the construction of two new structures totaling 54,263 sf. that will replace an existing 42,381 sf. building on 6.5 acres in a GB Zoning District. The property is located at **157 River Road North** and is identified as **Tax Grid No. 6056-01-174862** in the Town of Wappinger. (Day)

- Present: Brian Stokosa – Engineer
- Mr. Stokosa: Good evening, representing Riverview Land Company.
- Mr. Flower: Please state your name for the record and give us a brief description of the project.
- Mr. Stokosa: Brian Stokosa with M. A. Day Engineering. This project is located on River Road. The applicant is proposing to install two new pole barns to store lumber that arrives on site and goes out for distribution. Building 1 is existing and is in poor condition due to age and some of the snow storms we've had in the past. We are going to replace that in time with the same footprint. We are proposing some landscaping along the frontage on River Road and change some of the chain link fencing. We are locating some employee parking near the northern part of the parcel. That's basically it.
- Mr. Flower: Did you get the review letters from the Town Planner and Town Engineer?



- Mr. Stokosa: Yep, we received them. It didn't seem there was anything here that was a show stopper. We did sit down to review the project with Bob's office and we did address some of their comments. One of the things we agreed on was delineate access from this area into the site and supply some steps. I was hoping this would be enough to make the board comfortable on this application. Again this is temporary storage.
- Mr. Gray: I would like to be able to tell the board that we are comfortable with the flood plain that you are showing.
- Mr. Stokosa: Okay, I can certainly deal with that between our office and your office. We can tackle that as we take it to the next level. I would like to set a public hearing stage and we can provide more information.
- Mr. Flower: Before we get to a public hearing, there are no elevations submitted for the project to the building.
- Mr. Stokosa: I think we did provide elevations.
- Mr. Flower: Prior to the public hearing we have to be prepared for the public when they come in to see what's being proposed there.
- Mr. Stokosa: It's a basic pole barn.
- Mr. Flower: Normally elevations are part of a package when you are putting a building on a property.
- Mr. Stokosa: Three sets of buildings, pole barn construction, earth stone colors. Morton Buildings will be providing us with the pole barn structures.
- Mr. Flower: Prior to the public hearing you need to provide a submittal to include the elevations?
- Mr. Stokosa: Didn't we supply elevations in a prior submission?
- Mr. Stolman: I don't think we received elevations.
- Mr. Stokosa: So in order for this to go for a public hearing I have to submit elevations?
- Mr. Flower: Yes, give us something and address the comments.
- Mr. Gray: Bruce, the elevations are in the package.
- Mr. Flower: They are in the package?

- Mrs. Roberti: Yes.
- Mr. Stokosa: This is the third time we've been before the board and the elevations have been shown on the plan in our original submission.
- Mr. Flower: I didn't notice it originally when I was flipping through everything.
- Mr. Stokosa: I was under the impression that we had a pretty tight submission here to take this to a public hearing.
- Mr. Flower: What is everyone's feeling with taking this to a public hearing?
- Mr. Gray: We have a stamped plan by the professional saying what it is. I will have to look at what else we have regarding flood plain and so forth.
- Mr. Stolman: I have no objection. I would imagine depending on which way that water line goes will be either things in the flood plain or not in the flood plain would make a difference in a public hearing.
- Mr. Gray: What I'm saying is we would be able to speak very confidently prior to the public hearing.
- Mr. Flower: You also have to speak with the staff as to how you are going to resolve the flood plain issue. So how does the board feel about scheduling a public hearing?
- Mr. Pesce: I'm good.
- Mr. Gray: Just forget about the building and the fence for now and just submit a flood plain application as part of the public hearing. We will put that in our letter.
- Mr. Stokosa: Absolutely.
- Mr. Flower: When would be a good date for the public hearing?
- Mrs. Ogunti: February 4<sup>th</sup>.
- Mr. Pesce: Motion to schedule the Public Hearing for February 4, 2019.**  
Mr. Phillips: Second the Motion.  
Vote: All present voted Aye.

**Architectural Review:**

**18-3405 Villa Borghese Canopy and Façade Upgrade & Repair:** To discuss an Architectural Review application to upgrade and repair the canopy and façade on 4.8 acres in an R20 Zoning District. The property is location at **70 Widmer Road** and is identified as **Tax Grid No. 6158-02-880530** in the Town of Wappinger. (Porco)

Present: Paul Porco – Applicant

Mr. Porco: Good evening, Paul Porco from Villa Borghese. We have some exterior trim that are deteriorating so we are looking to (a) fix our canopy by raising it from 8.2 feet to 11.6 feet. We've been having those mini buses for senior citizen stuck underneath the canopy. So every time we have an event from the Senior Center we always have to buy a new ceiling. It's been going on like that for two years so this past September we said we need to do something about this. We are looking to improve that and make it higher, dress it up and put some natural lights in that particular area. Our vestibule and everything will remain the same. We are looking to construct two pergolas that will be decorative. So we are looking to raise the towers to the extent of the gazebos. It will be pressured treated lumber and repaint the building.

Mr. Porco continues his review of the project.

Mr. Flower: Did you say everything is going to be white?

Mr. Porco: The pergolas and the canopy will be white.

Mr. Flower: The new railings going across the top will also be white?

Mr. Porco: It will be a decorative white.

Mr. Flower: I just want to make sure there are no crazy colors?

Mr. Porco: No, I don't think the brides will like that. White tends to be the trend. The big thing is the canopy that we would like to get moving on. We are proposing do the canopy first. We can do the towers at the end of the year.

Mr. Flower: Any of the board members have any questions and/or concerns? If not, I will entertain a motion to approve the project as submitted.

**Mr. Valdati:** **Motion to approve as submitted.**

Mr. Pesce: Second the Motion.

Vote: All present voted Aye.

**Extension:**

**16-5179 Myers Corners Landing Subdivision:** Seeking two 90-day extensions on a final subdivision approval on an application on a total of 6.10 acres on two parcels in an R-20 Zoning District. This extension is being requested to allow them time while they work with Dutchess County Department of Health and Dutchess County Public Works. If grant, this extension would begin on January 12, 2019 through July 10, 2019. The property is located on **Myers Corners Road** and is identified as **Tax Grid No. 6158-04-894014 (5.84 acres) and 6157-02-899988 (0.26 acres)** in the Town of Wappinger. (Povall) LA 6-20-17 (opened PH 7-17-17) (closed PH 9-6-17) (Final subdivision approved July 16, 2018)

- Mr. Flower: Good evening. What's the status so far? I see you started to do some of the work on the property for the roadway.
- Mr. Povall: As far as the approval we've gone to the Health Department, they've reviewed it and they are ready to issue an approval. However, we are still waiting for a letter from the Town Board saying that it's okay to tie the subdivision to the water system. That request has been made to the Town Board and we are waiting for that letter. Once we have that letter we will submit it to the Health Department and they will be in the position to grant an approval. The second item is that we are getting very close to getting highway permit from DPW. I'm expecting it any day now.
- Mr. Flower: So it sounds more or less that it's the Health Department and Highway.
- Mr. Povall: I would request that we do two 90- days extensions. It's been awhile since the Town Board and I'm not sure what's going on there.
- Mr. Flower: I have a feeling that's going to get resolved in the near future.
- Mr. Horan: It requires a petition to extend to the water district. I am not aware of a petition that was filed.
- Mr. Povall: I was under the impression that it was filed.
- Mr. Horan: So have a lot of people. You need to follow up with your client. I know he was represented by Chris Coleman as his attorney. According to my records we have not received a formal petition. Is there a map planning report for Myers Corners Landing?
- Mr. Gray: Yes.
- Mr. Horan: For what?
- Mr. Gray: For the water and the sewer districts.
- Mr. Horan: I don't believe a signed petition was ever submitted to the Town. A petition has to be signed and submitted.
- Mr. Povall: To be honest with you I thought we were well passed that.
- Mr. Stolman: Do you want four 90-days extension?

- Mr. Povall: To be safe at this point we will go with two 90-days extensions.
- Mr. Flower: Yes, with the amount of work ahead of you. I don't see it being an issue.
- Mr. Horan: The big issue is that the map planning is done and the petition being filed is procedural.
- Mr. Povall: Okay. I will follow up with that.
- Mr. Horan: There have been discussions just not with you.
- Mr. Flower: I will entertain a motion to grant two 90-days extensions.
- Mr. Valdati: Motion to grant two 90-days extensions.**  
Mr. Phillips: Second the Motion.  
Vote: All present voted Aye.

**10-5155 – Chelsea Farm Subdivision:** Seeking their third through sixth 90-day extensions on a final subdivision approval for Chelsea Farm Subdivision for their proposed 17 lot subdivision in an R-40/80 Zoning District on 186.8 acres. This extension is being requested for general economics and there have been ongoing discussions with the Town regarding potential different uses. These extensions would begin on January 31, 2019 through January 30, 2020. This parcel is located on **Chelsea Road (County Route 92) & North River Road** and is identified as **Tax Grid No. 6056-01-138527 ( 102.7 acres) & 6056-01-190688 (84.1 acres)** in the Town of Wappinger. (Koehler) (LA 4/9/10) (Rec'd preliminary subdivision approval 11-3-14) (Opened & closed PH 1/20/16) (Final subdivision approval 02-01-16)

- Present: Dan Koehler – Architect
- Mr. Flower: Good evening.
- Mr. Koehler: Good evening, I'm Dan Koehler of Hudson Land Designs. This application is very close to being finalized. We generally have some paperwork to finish up and my client has been working with realtors and contractors over the years on this project. It isn't a perfect economic solution for the way it is laid out and has approached the Town Board about rezoning to potentially fit the property better. He's had discussions with the previous administration and is now having discussions with this current administration. They are ongoing and I can't give you any other data because I personally have not been there for that but that's the status that I am aware of from them. We are seeking another extension on this because there was a lot of work, effort and money that was put into this. We are hoping that the board will be gracious enough to grant us another extension on this.

- Mr. Flower: Are we allowed to give a full year extension or it has to be broken down?
- Mr. Stolman: It has to be 90-days. The code states unlimited 90-days extensions.
- Mr. Flower: So the wording in the code states unlimited 90-days extensions?
- Mr. Stolman: It should be four 90-days extensions.
- Mr. Flower: At this point I will entertain a motion to grant four 90-days extensions.
- Mr. Pesce: Motion to grant four 90-days extensions.**
- Mr. Valdati: Second the Motion.
- Vote: All present voted Aye.

**15-5172 / Smart Subdivision:** Seeking their fourth 90 day extension on a proposed 2-lot subdivision where there is an existing home on lot 1 and a second lot will be created in the rear of the parcel. Each lot will be served by private wells and subsurface sewage disposal systems and the existing driveway will continue to be used as a shared driveway for both lots. An individual paper driveway is shown on the plan as an alternate means of ingress/egress for Lot 2. This extension is being requested to allow for time to complete the process with Board of Health approval and the attorneys to finalize the easements and agreements. This extension, if granted, it would retroactively begin on December 18, 2018 through March 17, 2019. The property is 2.059 acres and is located at **191 River Road North** and is identified as **Tax Grid No. 6056-01-241913** in an R-40 Zoning District in the Town of Wappinger. (Hudson Land Design) (Cantor) (LA January 6, 2017) (PH opened 2/6/17 – closed 3/6/17)) (Neg. Dec. approved 7/17/17)(Variances granted on August 22, 2017) (Approved September 18, 2017)

- Present: Dan Koehler – Architect
- Mr. Flower: Good evening.
- Mr. Koehler: I will be handing this for my business partner who couldn't be here this evening.
- Mr. Flower: Out of curiosity, what's the status of the project?
- Mr. Koehler: We need a letter from the Town regarding the water service connection and the Health Department to sign off. We have a letter from them stating that and it's my understanding that there are some administrative stuff going on and once we get that letter we will get it to the Health Department. So we need some extra time.
- Mr. Flower: At this point you are looking for 90-days extensions.
- Mr. Valdati: Motion to grant 90-days Extensions retroactive from December 18, 2018.**

Mr. Pesce: Second the Motion.  
Vote: All present voted Aye.

**Miscellaneous:**

Zammiello 2-lot Subdivision

Mrs. Roberti: The reason I put this on is Bea and I were talking about it and the last time there was a letter there were some discussion that Mike had asked for another adjournment which we discussed earlier tonight that we may make him republish. His first public hearing was in June 2018. I just put it on the agenda to get the board's feelings on it.

Mr. Flower: The last time we told him if he wasn't ready he would have to republish.

Mrs. Roberti: This could take it out another 6-8 weeks.

Mr. Flower: We haven't heard from him about what he wants?

Mrs. Roberti: His letter says mid-February but we don't have a meeting until March 4<sup>th</sup>.

Mr. Flower: There were a couple of adjourned meetings that nobody showed and now they are asking for another adjournment. If we are going to March maybe we should republish it and go forward if everybody is in agreeance.

Mrs. Roberti: Should we send it to everyone again or just republish it?

Mr. Horan: If you are going to republish you will have to send out the mailings. In some respects you might just get away with doing to mailings. Realistically, the legal publication is meaningless but the mailing is important. The issue here is he's published ones and in some respects he's fulfil his statutory obligation. You could dispense the public hearing and just mail to the adjourning property owners. That might be a better solution.

Discuss continues.

Mr. Stolman: You are only going to meet part of that group if you don't do both.

Mr. Horan: Nobody showed up at the last public hearing anyway.

Mr. Flower: So if they just send out the mailing that will suffice.

Mr. Horan: There doesn't seem to be any interest.

Mr. Flower: If everybody is on the board then we will just have the applicant send out the legal notices.

**Mr. Valdati: Motion to require the applicant to mail legal notices to the abutting property owners.**

Mr. Pesce: Second the Motion.

Vote: All present voted Aye.

Mr. Horan: Again, we don't know when he is going to be ready.

Mr. Flower: When he's ready.

Mr. Horan: Let's adjourn it to a date certain.

Mrs. Roberti: It's on the next agenda so should we do it then?

Mr. Horan: Yes.

Mr. Flower: We will save the motion until the next meeting.

**Mail:**

Mrs. Roberti: So you have been getting your mail through the Post Office. Those big envelopes that weigh a lot and we've been asked to cut that out since no other Town mails apparently. Your option is to get everything through PDF and the maps or you can come and pick up your mail. It will no longer be mailed. Do you want everything through email or do you want to pick up?

Mr. Marinaccio: Either works for me.

Mr. Flower: I still like the paper copy. I'll come and pick it up.

Mr. Gray: We scan everything that comes in our office anyway.

Mrs. Roberti: The way our code is written it says bring in 14 copies with a map. We are going to change it but before we make any changes we wanted to see where we were going. In the next round of updates we want to see where we are going and if it's in the PDF then we need that in the code.

Mrs. Ogunti: My question is if you are getting it in PDF form, how are you going to get that on a big paper.

Mrs. Roberti: Bruce was just asking that.



- Mr. Flower: I'll have to stop by.
- Mrs. Ogunti: No, how are we going to get it from the applicant in that size?
- Mrs. Roberti: That's what we are trying to figure out. So for David, we email to you and have the applicant mail the hard copy to you. You are still getting a stamped copy and email from the Town.
- Mr. Stolman: Okay, with all of the email I just want to make sure we are all reviewing the same version of the drawings.
- Mr. Flower: That will be coordinated once the applicant makes the submittal. Also, how many paper copies will they be submitting?
- Mrs. Roberti: That's what we are trying to figure out.
- Mr. Flower: Carlo here thinks we should have a hard copy here at the meeting.
- Mrs. Pesce: In case there's something we cannot make out it will be right here for us.
- Mr. Horan: The object on the Town is the costs of mailing it and still expecting the applicant to prepare a certain amount of copies. Maybe we don't change that at this time but require them to send a PDF.
- Mrs. Roberti: Then you will get all of your paper at the dais? Is that what you want? I just want to point out that you have no idea what Bea's office looks like just to give her a little kudos. She's gets boxes of plans and it's not only getting it ready to mail but trying to get it to the Town Clerk and trying to get it out in a timely fashion so you can get this stuff for the meetings. This is going to make a big difference to have this information sooner and still have the paper copy when you picked them up.
- Mr. Horan: There's another issue that complicates things. Under the open meetings law any applications or motions that are being considered should be posted on the Town's website prior to the meetings.
- Mr. Stolman: More and more communities are doing that. They are putting the PDF on their websites. They have folders for the different projects as well as all of the application materials.
- Mr. Horan: That actually saves the Town because if somebody is going to file a FOIL request then Bea is going to have to make a copy of that and provide it. So Bea or the Town Clerk can direct them to our website.

- Mrs. Roberti: To that extent the Town entered into an agreement with Dutchess County website. They would actually be the ones to monitor it and that would give us a lot of control here in Town Hall. Bea will now have access to put the agenda and minutes online as well as the files. She will have her little corner where she can manage this. That website is forthcoming shortly.
- Discussion continues.
- Mrs. Ogunti: So if we have the documents online is there a need to FOIL?
- Mr. Horan: No, that's the whole point.
- Mrs. Ogunti: So if you were my neighbor and you said you want to check into my files, do I say it's online?
- Mrs. Roberti: Yes, for the projects.
- Mrs. Ogunti: For the purposes of these things.
- Mr. Stolman: If someone doesn't have a computer and doesn't know how to go online you will have to fill the FOIL request. For many people they will just seek it online.
- Mrs. Ogunti: I just thought it was a law that they had to FOIL these things and come to us.
- Mr. Stolman: It's all part of the public record.
- Mrs. Ogunti: Okay, formality.
- Mr. Stolman: Right.
- Mr. Horan: If we provide the FOIL electronically, we cannot charge a fee. If they come in and say they want hardcopies made out then you charge them \$.25 per page.
- Mr. Flower: The electronic submission makes sense.
- Mr. Stolman: It helps build the Town's database.
- Mr. Flower: David, I discussed with you about possibly putting a TV so when the applicant comes in they can present it at the same time. Maybe having two monitors so the public can also see it.

Mr. Horan: We just entered into the Cable Franchise agreement part of it which includes PEG grant money for educational and governmental channels and public access system. As part of that the Town gets a fee.

Mrs. Roberti: Change is hard but we will try this out.

**Association of Towns:**

Mrs. Roberti: Another thing the Association of Towns is coming up so when we get that information we are going to be mailing it out to you. So if you want to go you must turn that around immediately. There's a drop dead date so if you don't get it back to us we assume you are not going. The Town gets a better rate if we book everything by that particular date whatever that date is. So it is President's weekend in February and the classes are Monday and Tuesday and Wednesday are the code enforcement classes. For everybody else it's just Monday and Tuesday classes. The Town will pay for your classes if you so choose to go as well as the hotel.

Mr. Flower: I did go last year and went down early Monday morning and stayed overnight and came back on Tuesday. There are some good classes down there.

Mr. Marinaccio: Where is this located?

Mrs. Roberti: It's located at the Marriott in Times Square.

Mr. Gray: I take the train back and forth.

**SEQRA:**

Mrs. Roberti: David did prepare a nice presentation about SEQRA but this workshop didn't allow him time to present. So we will look at the next two agendas and put him on. Today's workshop took an hour.

Mr. Flower: Is that the same presentation you gave before?

Mr. Stolman: No, I changed the date on the front. Just kidding, there are some amendments that became effective January 1<sup>st</sup> of this year so I will highlight those. It was in 2016 when I presented.

**Mr. Phillips:**

Mr. Pesce:

Vote:

**Motion to Adjourn.**

Second the Motion.

All present voted Aye.

Adjourned: 8:53 pm

Respectfully submitted,

Bea Ogunti, Secretary  
Town of Wappinger Planning Board