

January 9, 2025, Planning Board/Board of Adjustment Regular Meeting Minutes
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These minutes were approved at the January 23, 2025 Meeting

Call to Order and Notices: Chair Ford reconvened from the reorganization meeting at 7:13 pm.

Roll Call:

Members Present: Mayor DeGiralamo, Committeeman Scott, Mr. Nace, Mr. Kastrud, Mr. Neary, Vice Chair Kirkpatrick, Ms. Bartolomeo-Machala, Chair Ford, Mr. Lepore, Mr. Gatanis, Mr. Tousignant, Mr. Glacken.

Board Professionals Present: Atty. Randall Peach and Engineer Robert Clerico

Members Absent: Mr. Belden

Others Present: Jay Bohn, Esq.

Approval of Minutes Ms. Bartolomeo-Machala made a motion to approve the minutes of the December 12, 2024, Regular Meeting. Mr. Glacken seconded the motion. **Vote: Ayes:** Mayor DeGiralamo, Mr. Nace, Mr. Neary, Vice Chair Kirkpatrick, Ms. Bartolomeo-Machala, Chair Ford, Mr. Lepore, Mr. Tousignant, Mr. Glacken. **Abstain:** Mr. Kastrud, Mr. Gatanis. **Not Eligible:** Committeeman Scott, **No Nays. Motion carried.**

New and Pending Matters

Report from Completeness Subcommittee - SGS Perryville Development – Vice Chair Kirkpatrick reported that the Subcommittee reviewed the application and identified items that were missing, incomplete and/or did not meet the ordinance standards. These items were summarized in a letter by Board Engineer Clerico as well as on a Summary Spreadsheet. The Subcommittee determined that the application is deemed incomplete and is on hold until the applicant submits necessary information. The applicant did not request any waivers, but the Subcommittee did grant a temporary waiver for as-built plans.

Chair Ford noted that the above materials will be posted on the website. The applicant did not have any representation at the meeting. The Secretary will provide notice of this action to the applicant.

Vice Chair Kirkpatrick made a motion to receive the report from the Subcommittee. Mr. Lepore seconded the motion. **Vote: Ayes:** Mayor DeGiralamo, Committeeman Scott, Mr. Nace, Mr. Kastrud, Mr. Neary, Vice Chair Kirkpatrick, Ms. Bartolomeo-Machala, Chair Ford, Mr. Lepore, Mr. Gatanis, Mr. Tousignant, Mr. Glacken. **No Nays. Motion carried.**

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Committeeman Scott asked if there needs to be a motion to deem it incomplete, Attorney Peach stated the motion to receive it was sufficient.

Chair Ford pointed out that the other application from the applicant (warehouse) has not yet reached its deadline to rule completeness, but the Subcommittee is reviewing it. Deadline is January 23, 2025.

Grand Colonial – Variance – Completeness 86 Route 173 Block 12, Lot 12. Board Engineer Clerico presented his Completeness Report #1 dated December 31, 2024, and discussion took place. Attorney Jay Bohn for the applicant was present along with their Engineer. Vice Chair Kirkpatrick recommended that a temporary waiver to be granted for Item #59 and that the recommendations in Mr. Clerico’s report be otherwise approved. Chair Ford requested a motion in order to declare the application incomplete, with a temporary waiver granted for Checklist B Item 59 and the other waivers granted as recommended in Mr. Clerico’s report, and the following items being considered incomplete: for Checklist “A” items #2 & 3; Checklist “B” items #4, 42, 45, 52, 53, & 56; plus Checklist “B” items #2 (sealed survey) & 20 (additional topo) along with Checklist “C”.

Vice Chair Kirkpatrick made the motion to deem the application incomplete. Mr. Kastrud seconded the motion. **Vote: Ayes:** Mayor DeGiralamo, Committeeman Scott, Mr. Nace, Mr. Kastrud, Mr. Neary, Vice Chair Kirkpatrick, Ms. Bartolomeo-Machala, Chair Ford, Mr. Lepore, Mr. Gatanis, Mr. Tousignant, Mr. Glacken. **No Nays. Motion carried.**

Other Discussion – Mr. Glacken addressed making SGS application documents available to the public. Chair Ford stated that there are links already on the website and as material becomes available, it will be posted on the website.

Correspondence - none

Comments from the Public – Chair Ford addressed the public about the duties/responsibilities of the Planning Board/Board of Adjustment.

Members of the community spoke about concerns including but not limited to safety, schools, infrastructure, traffic, Highlands Act, affordable housing, coverage of police, rescue squad and fire departments. Members of the PB/BOA explained the completeness review process and described the steps that would take place during the public hearing. At the hearings members of the public are invited to give sworn testimony and can hire their own professionals to present as expert witnesses.

The Planning Board/Board of Adjustment meets the 2nd and 4th Thursday of each month and meeting agendas are posted on the website in advance. Discussion was had about using blast

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emails to notify the public when an agenda was posted. Residents were encouraged to sign up for blast emails.

Chair Ford thanked the community for their comments.

Motion to Adjourn: There being no further business to discuss, a motion to adjourn was at 8:48 pm by Vice Chair Kirkpatrick. Mr. Neary seconded the motion. **Vote: All Ayes. No Nays.**
Motion Carried.

Respectfully submitted,

Barbara M. Thomas, Board Secretary