

**Town of Smithville
Planning Board Meeting Minutes
Wednesday, October 4, 2017**

Planning Board Members: Co-Chair, Jackie Centerwall, Co-Chair Shane Butler,
Robert Brooks, Adam Whitbeck, and Mike Evans;
Clerk, Suzette Valachovic

Planning Board Members in Attendance: Co-Chair, Jackie Centerwall, Co-Chair Shane Butler,
Mike Evans, Adam Whitbeck, Robert Brooks and
Suzette Valachovic

Planning Board Members Absent/Excused: None

Others in Attendance: None

Co-Chair Jackie Centerwall called the Planning Board Meeting to order at 7:01 p.m.

1. Review and Approval of Minutes.

Minutes for September 6, 2017 were presented for approval. Jackie Centerwall asked if there were any corrections, additions, deletions as presented. Jackie Centerwall made mention that the Road Use Agreement Language be double checked to ensure it is in the most recent version of the Road Use Agreement. Motion made by Shane Butler to accept the Minutes for September 6, 2017 as presented; 2nd by Robert Brooks; vote unanimous, motion approved and accepted.

2. New Business.

- Suzette Valachovic presented her letter of resignation as Clerk of the Planning Board, effective December 31, 2017 to Co-Chair Jackie Centerwall and board members. Motion made by Robert Brooks, with regrets, to accept the letter of resignation of Clerk Suzette Valachovic; 2d Shane Butler, vote unanimous, motion approved and accepted. **

3. Old Business.

- Road Use Agreement. Co-Chair Jackie Centerwall advised that a Public Hearing will be held on October 16, 2017 at 6:30 p.m. and that Planning Board members should be present to answer questions, if any. The Board set the permit fees at \$25.00/single use permit and \$120/annual use permit (which will be prorated for less than 12 months.)
- Comprehensive Plan. Discussion was briefly had regarding the most recent version of the Plan. Shane Butler will verify and provide a copy to all board members and Town Clerk.

- 4. Adjournment.** Co-Chair Jackie Centerwall asked for a motion to adjourn; motion made by Adam Whitbeck, 2nd by Mike Evans. Vote unanimous, motion approved.

Meeting adjourned at 7:20

Planning Board meetings are scheduled for the first Wednesday of every month, at 7:00 p.m. at the Smithville Community Center.

Next Planning Board Meeting is Wednesday, November 1, 2017 at 7:00 p.m.

PLANNING BOARD 2017 SCHEDULE:

January 4th
April 5th
July 5th
October 4th

February 1st
May 3rd
August 2nd
November 1st

March 1st
June 7th
September 6th
December 6th

Respectfully submitted,
Suzette Valachovic
Clerk

** According to the Town Clerk, Public Office Law §31-2, a resignation of a public officer can only be accepted within 30 days of the date of resignation. Therefore, the letter submitted to the Town Clerk by Suzette Valachovic was rejected and she will need to resubmit her letter of resignation at the December Planning Board Meeting.