

**TOWN OF SMITHVILLE
PLANNING BOARD MEETING MINUTES
WEDNESDAY, DECEMBER 1, 2021**

Call to Order: Chair Shane Butler called the meeting to order at 7:00 p.m.

Planning Board Members Present: Chair Shane Butler, Bob Brooks, Fred Heisler, Jr., Dakota Warren, and Donna Marie Utter, Clerk.

Planning Board Members Absent: Marie Kehl

1. REVIEW/APPROVAL OF MINUTES:

- A motion to approve the minutes from the meeting held on October 6, 2021 was made by Board member Brooks, seconded by Board member Warren. All members voted aye, motion carried.

2. NEW BUSINESS:

New Chairman & Member for Planning Board:

Chairman Shane Butler is now a member of the Town Board beginning January 2022 so a new member and Chairperson will need to be appointed to the Planning Board. A discussion regarding possible interested individuals to serve on the Planning Board was had. The position of Chairperson is a renewable term each year. Board members serve a 5-year term.

Board member Heisler will call Supervisor, John Cammarata, to see where the Town Board is at with choosing a new Planning Board member. If one is not chosen before the January Planning Board meeting, any member can serve as the Chairperson for that meeting. The Chairmanship of the Board could be rotated between all the members or there could be Co-Chairpersons. Chairman Butler will suggest at the next Town Board meeting that the Planning Board recommends that Josh Brigham or Deb Lilley to be added as Planning Board members.

2022 Items: A priority for the Planning Board next year is to update the Comprehensive Plan.

Vouchers: Board members filled out vouchers for September 2021 through December 2021.

3. ADJOURNMENT:

- There being no other business to come before the Planning Board, Chair Butler adjourn the meeting at 7:40 p.m.

Next Planning Board Meeting is Wednesday, January 5, 2022 at 7:00 p.m.

Submitted by: Donna Marie Utter, Planning Board Clerk