

Planning Board Meeting
August 19, 2015

Present: Jim Ely, Chairman
Ann Jacobs
Anne Marie Rotter
Bessie Tyrrell
Mary Ann Bachman
Ralph Endres
Rodney Terminello

Absent: Anne Caprini
Mike Staub

The meeting of the Town of South Bristol Planning Board was called to order at 7:00 p.m., followed by the Pledge of Allegiance. All board members were present with the exception of Mike Staub and Anne Caprini.

Board member, Mary Ann Bachman, then read the Comprehensive Plan Vision Statement.

Chairman Ely called for a motion to approve the July 15, 2015 minutes as written. Rodney Terminello made said motion which was seconded by Mary Ann Bachman. The motion was unanimously accepted by all board members, with the exception of Anne Marie Rotter, who did not vote, as she was absent at that meeting.

Old Business

Chairman Ely: Our redefinition of coverage has been cleared by the State. Our redefinition of structures is pending a public hearing in September before the Town Board.

Docking and Mooring Law

Chairman Ely: I've been trying, at Bessie's initial suggestion, and an excellent one, for the last several months, to get someone to come and talk about docking and mooring. I think I have people lined up to come to the September meeting. I do know that the County people have been very busy and I also know that the flooding problems they had earlier took up a great deal of their time. They got way behind with that. Anyway, I hope in September we will have a docking and mooring presentation.

Everwilde

Chairman Ely: I think some of you were at the Town Board meeting. As I understand it, Everwilde has submitted the Environmental Impact Statement (EIS). It is under review now by the Town Board.

I have clarified our situation. We are an 'involved agency', not the 'lead agency'. We are an involved agency which means that once the Town Board, with the help of LaBella, deems the EIS to be complete, it will be sent to us for our review. So we will have an opportunity to have input into the Environmental Impact Statement. Presumably, that will not be before our September meeting. I believe the EIS has already been circulated. I think it is fairly thick.

Ralph Endres: I think it is in a 3-ring binder.

Chairman Ely: We want to give people an opportunity to provide comments. So, I just want to touch base with you on that.

Comprehensive Plan- LaBella Letter

You will recall at our last meeting, LaBella had representatives here who described things they could do in connection with the upcoming comprehensive plan review. They subsequently sent a list of different prices, for different things, for us to consider. The revised plan, was at Supervisor Barbara Welch's suggestion, modified to include the last item, Capital Improvement Plan. This was nothing they actually discussed with us. I think Barbara has had some concern that maybe the Town should be a little more proactive in terms of Capital Improvements, management of town properties, things of that character.

In any event, we have before us, a variety of potential services. I think Barbara would like our input- if we recommend any, all or none, because she would like to budget this for next year's budget—2016 budget.

I have no idea what your suggestions and thoughts will be. I'm speaking personally--I think the one that strikes me as the most likely to be useful for us, would be help with the 'survey development, mailing and evaluation'. Some of the others, don't strike me as something we really need to get plugged in on. I don't quite know how to reply to the Capital Improvement Plan.

I'm interested in your thoughts. I think all Barbara wants is an idea if we like any of these ideas and then she and the Town Board would have to decide whether or not they want to go ahead and commit to them.

So, any thoughts or ideas?

Rodney Terminello: I thought when we talked, we talked about the questions. They would help us design the questions and review the questions we came up with.

Ralph Endres: This is really high priced. I can't see spending any Town money on this plan. I don't know how much they will improve upon a document we already have. The questions may be phrased differently, but they will basically be the same questions, because all of these questions are the same.

Whether it's this Comprehensive Plan, or it's a Comprehensive Plan for the Town of Bristol or Gorham, or any place else. It's basically the same thing.

Mary Ann Bachman: Generic.

Ralph Endres: I think the mailing and evaluation—that's what they are going to do—collect the findings and put it in bar graphs, or however they want these things for us to get an idea how the responses are. That might be helpful.

I think that's what took the most time when Barbara's husband Bill was on the Planning Board-- Barbara and her daughter actually tabulated all the results and that took the brunt of the time. I think, if we could get LaBella to do that, it would be great.

Bessie Tyrrell: Barb's daughter doesn't live at home anymore and Barb's basically said she can't do it.

Rodney Terminello: I think they could be tabulated easy enough.

Bessie Tyrrell: I kind of agree. I'd like to make up the questions, and have LaBella review them with us, but I don't think they have to mail anything. I do think compiling the findings is important—we just can't do that. That seems to me that it would reduce that price.

Mary Ann Bachman: Could it be another group of volunteers doing that?

Rodney Terminello: I guess it depends on how many questions we put on the survey.

Ralph Endres: First of all, it's like anything else. If it's too long, you are going to lose interest—people are not going to complete it.

Rodney Terminello: The other thing is analyzing open-ended questions. You can't always analyze the answers.

Bessie Tyrrell: We didn't have open-ended questions.

Ralph Endres: When I was with the State Police, and when I was at the bank, it was a little bit like the State Police—if the survey is too long, people don't read it. They won't complete it. The idea is—you want them to complete it.

If you want to include the mailing with the taxes, some of the people never see their taxes. They go to an accountant someplace.

Rodney Terminello: Or they get paid with their mortgage.

Ralph Endres: So, I don't think that's the right way. I think a separate mailing. I would like to think we could get the mailing out in January—right after the first of the year. The next fiscal year. So that would come out of next year's budget—they would have to budget now for it.

Chairman Ely: I think that's what Barbara wants, a recommendation as to what they should budget for.

Ralph Endres: Again, you could put it on the website, but then you might get duplicate results.

Bessie Tyrrell: We can figure that out. But we have all the addresses.

Ralph Endres: It's not that we don't have an address for everyone. I'm sure everyone pays their taxes. I'm thinking that's the best way to go. If we can look at the questions, and go over the one we did 10 years ago, and tweak them. Basically they cover everything that's in the Comprehensive Plan.

Bessie Tyrrell: So I change this to 'evaluate the questions that we prepare with the Board, enter them into Survey Monkey'—I don't think that's a bad idea—'collect and compile the results as they are received'. Once compiled, LaBella would provide the findings and a brief evaluation of the results, which we could look at and change. So they are not going to mail it, nor are they going to develop the survey.

Ralph Endres: So get a price for that.

Bessie Tyrrell: What do you think about Survey Monkey? Do you think we should have them do that or should we do that?

Ralph Endres: I just as soon have it done by someone not sitting here or isn't working for the Town.

Bessie Tyrrell: I don't mean evaluate it, just enter it.

Ralph Endres: Let them enter the statistics in.

Anne Marie Rotter: I think her question was, is Survey Monkey the appropriate tool?

Bessie Tyrrell: I think it's a good idea.

Anne Marie Rotter: I think it's a good idea too. I've had good results with Survey Monkey.

Ralph Endres: And it takes the human element out of it other than the entering of the statistical data that it's compiling. So if we could get a price for that, it would be good.

Bessie Tyrrell: Maybe we could get a price with or without Survey Monkey and maybe we could find someone to volunteer to enter it?

Chairman Ely: We could just ask them to rebid this. Bessie, you made some good modifications. If we are comfortable with that, why don't we just ask Barbara if she could rebid it. Okay?

Several of the rest of these items—I don't think we need to have them conduct two public meetings, etc. But that does bring me to the last item, which is something they have not discussed with us before.

Rodney Terminello: I was saying, can't we include that as one of the questions we would ask in the survey?

Anne Marie Rotter: The Capital Improvement Plan?

Rodney Terminello: If you want that in the Comprehensive Plan, there should be some questions about it.

Bessie Tyrrell: I see what you are saying.

Chairman Ely: We should put some questions about Capital Improvement into the survey.

Rodney Terminello: If I remember right, the last survey asked about options like: "Would you like to see a post office or a gas station?"

Chairman Ely: I think Barbara had in mind that there might be some issues with Town property—buildings, etcetera, that ought to be surveyed for future comprehensive planning.

The only other item that struck me, and I'm not defending the amount, is the last item—Capital Improvement Plan.

Bessie Tyrrell: So Capital Improvement Plan is probably something we should have, so we know when to replace the buildings, etcetera, what needs to happen and where we need to save money.

But that doesn't necessarily need to just come from our survey.

Ralph Endres: I see those as two separate things. Survey is one thing and the Capital Improvement Plan is totally different.

Chairman Ely: Totally different.

Ralph Endres: If the Town Board wants the Capital Improvement Plan, I suspect that could be money well spent over the period of the next couple years.

Chairman Ely: I agree.

Ralph Endres: It would give them an outline of what needs to be done.

Chairman Ely: An outline for future reference.

Bessie Tyrrell: Maybe they could connect the survey to that. I don't know.

Chairman Ely: Ultimately, what a consultant will do is up to the Town Board.

Anne Marie Rotter: But there are questions, in the survey, because it references recommendations of the Comprehensive Plan. So presumably, the survey does incorporate some questions relative to Capital Improvements.

Chairman Ely: I imagine it does. Although the average person in the Town can't tell you if a building needs to be replaced.

Okay, let me suggest this. That we recommend to the Town Board, as modified by Bessie, that they get assistance for the evaluation, but also seek to rebid the amount. Secondly, that if the Town Board is interested and agreeable, that they consider proceeding with the Capital Improvement Plan, but again, consider whether they could rebid the amount.

Ralph Endres: This isn't the Town of Canandaigua or the Town of Pittsford, where they have a lot of property. We have a cemetery, we have a building, we have the DPW, we have the Town Hall—there's only a certain amount of capital improvement we can make. The trucks too. Most of it is DPW related. The building inspector might have a vehicle he uses. That seems like a lot of money for a town of our size.

Chairman Ely: That's why I think it could be rebid.

Bessie Tyrrell: I think it's a really good idea. If we had a new Town Supervisor who didn't do anything, it would look like we had more money. You know what I mean?

Rodney Terminello: The transfer station—we didn't quite qualify. We tried to get a more permeable pavement out by the transfer station, but said it probably wouldn't be strong enough to handle the trucks coming in and out of there.

Ralph Endres: Not the people delivering, the people picking up!

Rodney Terminello: What it relates too and why it's a possible Capital Improvement grant we can get from the State, we can do what needs to get done. There is value there.

Bessie Tyrrell: I'd like to say one more thing. As we mail the survey, it should be coming from us, not from LaBella and it should come back to the Town.

Ralph Endres: We can just transfer it to them.

Chairman Ely: We can have it come back to Judy, Town Clerk.

Bessie Tyrrell: I'll read what I have. "The Planning Board will develop the questions for the survey. LaBella will make suggestions and evaluate and review them with the Board, and enter them into Survey Monkey. The Town will mail the survey to every household and collect the returns. LaBella will compile them once they are forwarded to them and provide the findings and a brief evaluation of the results."

Chairman Ely: Great! As far as the other goes, the recommendation is, if the Town Board thinks it's appropriate, they will proceed with rebidding the amount for the Capital Improvement Plan.

Bessie Tyrrell: I don't know. I don't think that's a bad price.

Ralph Endres: I think it's outrageous! Especially for the property we have.

Chairman Ely: Capital Improvement is for equipment and town-owned properties.

Anne Marie Rotter: Is it a Capital Improvement Plan when they clean up from the flooding and washouts?

Rodney Terminello: It doesn't mention roadways. It mentions equipment, this building, etc.

Ann Jacobs: We have an engineer now that's working with Cornell University doing studies on the roads.

Anne Marie Rotter: He's getting paid by the State?

Ann Jacobs: No, we're paying him.

Bessie Tyrrell: I don't know if that's high or low. I really don't.

Chairman Ely: My suggestion is that we simply ask them to rebid it.

Ralph Endres: Based on the fact of our size.

Chairman Ely: It was voted on and approved unanimously.

New Business

Demolition Permits

Chairman Ely: This was an issued raised by Supervisor, Barbara Welch, and I know Jim Bachman had done some work on it for the Town Board. In fact, he was nice enough to share some information he had gathered.

Phil, and Colleen, also helped out here. You have before you an application for a 'demolition' building permit—this was made up by us. We have a procedure attached to that 'demolition' building permit that Phil has made up.

I was interested in just what the basis for all this was, so I did a little bit of checking on this. I discovered that our Town does require a permit for demolition. There's apparently currently no fee to be charged for a demolition permit. The theory being that most demolitions permits are in connection with a building plan and a fee is charged for the building plan.

Phil has pointed out to me, that we might want to consider that the Town Board charge a fee for the demolition permit, if it is not accompanied by an application for a building permit.

In any event, this request has been triggered by a couple of demolition situations that have been upsetting in which people did take down buildings and there was some questions as to whether or not they had complied with the various requirements as set out here.

As I read in the Town Code, the Code Enforcement Officer has the authority to require written applications for demolition. I'll read you the language in Section 84-3 (D):

"Applications for permits must be in writing on a form provided by or otherwise acceptable to the Code Enforcement Officer. The application shall include such information as the Code Enforcement Officer deems sufficient, etc."

Then there is a list of things with which applicants have to comply with. So, Phil, worked up this first form, procedure form. He and I talked it over. It is not as complicated as some of the other towns, but again, the Town of Canandaigua takes the prize for the most complicated forms, as they usually do.

Ralph Endres: They copy theirs from the Town of Pittsford.

Chairman Ely: Those people have professionals doing these things. Phil thought that this procedure for the demolition would be satisfactory and reasonably enforceable by him. It would be a big improvement over what we have now. The idea would be, as I understand it—a person would come in and say I want to take down my barn, give them the procedure for demolition, then they would get an

application for the permit and the permit would not be issued until the demolition checklist had been completed.

You will notice at the bottom, there is a reference to a fee. It was Phil's suggestion, to me, that we would recommend to the Town Board a fee of \$50 for a demolition permit. There presently is no fee. Every other town, he tells me, charges a fee. Fifty dollars for a demolition permit, unless the demolition is in connection with a building project--there would not be a double fee.

Bessie Tyrrell: How much is a building permit?

Colleen Converse: Depends on what the project is and the size of the project.

Ralph Endres: Depends on how much they say the project is worth.

Colleen Converse: Depends on the square feet.

Bessie Tyrrell: So what is the range?

Colleen Converse: There is a fee schedule, ranging from \$20 up to hundreds of dollars, depending on the size of the structure/house.

Ralph Endres: One house they built on Seneca Point Road, the building permit fee said it was going to be \$400,000 house, it's about a \$4 million dollar house.

Colleen Converse: The permit cost is based on measurements.

Ralph Endres: I talked to Val, the Assessor, she wasn't even going to appraise it. She was going to hire it done, by a professional appraiser, to appraise it. Otherwise, you will be in court no matter what you do.

Chairman Ely: You're going to be in Court any way, but at least you have a professional appraiser.

Ralph Endres: It's much better.

Chairman Ely: I think Valery is very smart on that.

Ralph Endres: Oh, I think so too.

Chairman Ely: There are two monster houses going up down there. I think they are going to have to pay their dues, so to speak.

Bessie Tyrrell: There are some old barns that really need to go down. Do you know what I mean? I don't want to discourage people from taking things down that really need to come down.

Ralph Endres: Bessie, there was a state program, I don't know if it still exists. It actually refurbished old barns. You have to apply for the grants. I would hate to see some of these barns come down. My daughter mentioned to me. She said it's really sad when you drive the countryside, she's passed so many barns—it's sad they are sagging, falling down.

Rodney Terminello: The ones that they are replacing them with are just those metal pole barns that have no aesthetic value what so ever.

Ralph Endres: I'm sure they are so much more efficient to build.

Bessie Tyrrell: These old buildings in disrepair, I think it's a good idea to take them down.

Chairman Ely: It may well be. But let me just leave it out of the equation here. I am just paraphrasing what Barbara has sent to Kevin Olvany. It said in part: "Due to our steep slopes, proximity to the lake, aged housing stock, aged agricultural buildings and recent examples of town's failure to hold property owners to even minimal standards, the Board believes it is imperative to take a proactive approach in managing the demolition permit and minimize environmental impacts."

Now I don't think anything we do here would prevent a person from taking down a deteriorating barn. I actually have two barns on my property.

Rodney Terminello: They are trying to make the person more responsible for how they do it.

Chairman Ely: It makes them more responsible for how to demolish buildings.

Rodney Terminello: Question. If they say 'yes' it's an historic building, does that stop the whole process?

Chairman Ely: If they say 'no', it's not a problem. If they say 'yes', then they have to check as there are special regulations for taking down old buildings on the historic registry. It wouldn't bar demolition, just slow it up.

Rodney Terminello: Then we should cite the code that would apply.

Chairman Ely: We could tweak that.

Ralph Endres: You know the fact that you are asking them to disconnect the water and the utilities, that's actually for the safety of everyone.

Rodney Terminello: Right.

Chairman Ely: It's for the safety of everyone.

Ralph Endres: You should see what just happened in Washington, with that hotel? It just blew up--Motel 6!

Chairman Ely: Incidentally, this certifying about utilities is in every request for demolition in every town. Phil didn't make up anything out of the ordinary at all. They've had allegations here that people are really cutting corners in taking things down. For example, everything must be filled to grade with clean fill. There are some serious questions raised as to what is clean fill. Right now, we don't have a process.

Bessie Tyrrell: Good! Excellent!

Ralph Endres: It's a standard you are going to hold them to, if they are taking it down.

Chairman Ely: Are you agreeable that we could recommend that we charge a \$50 fee?

It was unanimously agreed that the Planning Board recommends a \$50 fee for 'demolition' building permits.

Chairman Ely: Thank you on the demolition.

Ralph Endres: Are we going to forward that to the Town Board with our recommendation?

Chairman Ely: I'm going to forward to Phil. I don't think it has to go to Town Board?

Ralph Endres: It doesn't?

Chairman Ely: Because as I read this, it's in the Town Code, sections 84-3 (D): "The application shall include such information as the Code Enforcement Officer deems sufficient to permit a determination ..." section 84-3 (A) defines building permits as including demolitions of any building.

Phil takes the view that he can revise the form, if he feels necessary.

Gell Center

Chairman Ely: I was into the office the other day—Phil and Colleen called my attention to an article in the Daily Messenger about the Gell Center. Now if you are anything like me, I had never heard of the Gell Center.

The part that caught our attention was what approvals are needed for their expansion? Their answer was: "The South Bristol Planning Board already approved the overall plan, which include the proposed addition."

Ralph Endres: I think they were here about 3-4 years ago.

Colleen Converse: We went way back and the minutes said it would come before the Planning Board for any improvements.

Ralph Endres: They came with information that said this is what they seek to do. They didn't have the money, but we thought it was a great idea, but no one passed anything. There were no resolutions—no plans for the expansion. They were just in the fund-raising stage—they had to raise funds just to do this.

Rodney Terminello: Well, they've done things up there already.

Chairman Ely: Yes, they have. They have a meeting center and apparently they serve meals there. The proposal, as I understand it, would be to have dormitories.

Rodney Terminello: They already have some dormitories up there.

Ralph Endres: It was an existing building. It was working, but they wanted to increase the size of it. They came before the Board as an informational meeting—this is what we are planning on doing. We said that sounds wonderful, when you get the money to start and you have the plans, come back before us. They never came back.

Chairman Ely: Since I saw that, Colleen conducted a big search which we will talk about in a minute. I called Ralph and I emailed Debbie Minute. Debbie responded. Let me read you a relevant sentence or two here:

"I read the Daily Messenger and could not recall any approvals given for future expansions, just based on my memory. The Gell Center was in the Town many years back and got an approval for the facility that is currently there. I do not recall any approvals for future expansion."

That's what Ralph told me on the phone. Then Debbie goes on and tells how to find the files. Well, Colleen, did dig up some files. These files, talk about going back a ways—they go back to 1992.

Rodney Terminello: That's before me.

Chairman Ely: That's before anyone on the Board!

As I read, what they did back in 1992, under Ms. Zoneyville's statement—the Planning Board did approve their immediate plan, but they clearly said, seems to me, that as to any future plans, Phase II, the Center would have to appear before the Planning Board to present construction plans before proceeding to Phase II.

Now, the reason I wanted to bring this up as I wanted to get input from those of you who may have had other recollections or impressions.

Bessie Tyrrell: I'm on their Citizens' Advisory Board, and I've been there a lot. I'm sure they will come before the Board and provide anything you need.

Chairman Ely: Bessie, I want to be very clear. This might be a wonderful idea. It could contribute to our Town and bring people in here, spend the night, maybe do recreational things.

Bessie Tyrrell: It's used every weekend.

Chairman Ely: I have no problem. I just don't want them to get the impression we've already approved something.

Bessie Tyrrell: I understand.

Chairman Ely: Right now, I gather from the article, that they are not actually breaking ground at the moment. So, I'm not worried about it, but I want to make sure we are all on the same page. I left it with our Code Enforcement Officer, correct me if you think I've gone amiss here, that if they do come in for a building permit, which I don't think is going to be in the immediate future, he's simply going to refer them to our Board. He won't give them a building permit, until they come before the Board.

I'm not prejudicing them in any way, Bessie. I actually think it's a nice idea.

Rodney Terminello: From the article, do you presume they are going to move forward without any permits?

Chairman Ely: Well, yes, because I think they indicate here that they said they have to get a building permit, but that we've already given approval to proposed addition.

Bessie Tyrrell: Somewhere, things have we've approved go back to the 1970's.

Ralph Endres: When they came before us, I had never heard of them.

Rodney Terminello: People spend the nights up there, writers mostly. They have a couple rooms in a couple buildings. They have 2 houses you can rent. I was just there this past winter.

Ralph Endres: But I think when they were in here, they were kind of getting some funding to increase the size of the place. Basically, we said we thought it was a good idea, but we didn't give them any permission. They have to submit plans.

Bessie Tyrrell: I'm sure they will.

Chairman Ely: The last aspect of this article, the timeline for the project is heavily dependent on funding. They'll want to get funding from the State. I don't think anything is imminent, and I am very open to their proposal. I just think there may be a little miscommunication here.

Rodney Terminello: They have some plans, designs and charts up there.

Bessie Tyrrell: They do.

Anne Marie Rotter: Historically, when someone thinks they have approval, is there some document that they receive that they put in the file, or is it verbal?

Chairman Ely: If they have anything. The only written things that Colleen could find, both come to the conclusion that they are return to the Board for their additional building permits.

Ralph Endres: Right. If they were given approval, the approval is only for a certain period of time.

Colleen Converse: A building permit is good for 2 years.

Rodney Terminello: Than that one has expired.

Colleen Converse: What started this, was Phil read the paper and asked Jim why he hadn't heard anything about the Planning Board approving their request.

Bessie Tyrrell: There's been things we've approved in the 70's. I'm not saying this is the case, but let's find out. Call them, see what they think. We can explain the process to them and that we love the idea.

Chairman Ely: I'm thinking, why not just let them take the next step? I personally never know how accurate these articles are. Secondly, sounds like they are in the very preliminary stages.

Bessie Tyrrell: I can tell you that Canandaigua National Bank is directing the fund raising.

First of all, it was donated to Writers and Books, which is the only literary organizations left in the United States. They sponsor things all over Rochester. They have a pretty full schedule of daily events and classes for people. They have a center called the Gell Center, which is our neighbor just across the hill from us. They have an Emerson cabin which was built just like Emerson's cabin and they have a house you can rent. They have a facility which is a commercial kitchen. They want to expand that so they can have more writers and more usage.

Chairman Ely: It sounds like what they are going to do is get more dormitory space, right?

Bessie Tyrrell: They want more individual cabins so they can have writers come, and get grants, and write poetry. They have this wonderful little camp where kids can go out in the woods and make-up stories about ghosts and things. That goes all summer long. There's kids that come in buses out of Pittsford. I'd like to see the kids come out of Naples.

Mary Ann Bachman: Ann, aren't they on the historical tour?

Ann Jacobs: Yes.

Chairman Ely: Sounds like a very constructive operation all the way around. I don't think there is going to be any problem. I just want to clarify our situation. Any permits they would have gotten years ago would have long expired.

Colleen Converse: There would still have been a copy in the file, of any permit they received at the time.

Bessie Tyrrell: We don't want to assume that they are acting on the impression that they got approval when they don't.

Mary Ann Bachman: They were a very big part of the 175th Anniversary. They were one of the stops.

Ann Jacobs: Yes. I think it's an oversight on their part. They have plans to build, but they really aren't ready.

Ralph Endres: I have a feeling that the people in charge of the Gell Center have changed over the years, just like this Board has changed.

Rodney Terminello: I'm a little more skeptical. Are they going to be more willing to ask for forgiveness then permission?

Bessie Tyrrell: I don't think they planned on it going on to the public without being approved by us.

Anne Marie Rotter: Do we have any obligation to at least advise them of the protocol that they must follow?

Mary Ann Bachman: We could do a rebuttal in the newspaper?

Bessie Tyrrell: I think a rebuttal in the newspaper might be a benign way to go about it.

Ralph Endres: If you believe everything you read in the newspaper, that's your first mistake. Some of that article could be the fantasy of some writer.

Bessie Tyrrell: They really should bring this proposal in.

Ann Marie Rotter: I think, because Jim brought it to our attention, we do have an obligation.

Chairman Ely: I'm interested in your feedback. I brought it to your attention, because I saw the article in the newspaper and it perplexed our Code Enforcement Officer. I just thought we should clear the air here.

Rodney Terminello: I don't see why a letter wouldn't be okay.

Ralph Endres: Why don't we send them a letter and have them come in before the Board and talk about their plans? They did that once before. Then we could remind them of the procedure.

Bessie Tyrrell: That's being neighborly.

Chairman Ely: Who should we send the letter to?

Bessie Tyrrell: Probably the Director of Writers and Books. I'll get the name for you.

Ralph Endres: Just invite them to come to the Board.

Chairman Ely: You want me to prepare a letter?

Anne Marie Rotter: I would. I would reference the article only as a clarifier.

Chairman Ely: Oh I won't be mean at all.

Ann Marie Rotter made motion to write letter regarding article, seconded by Rodney Terminello. The motion was unanimously approved and carried.

Being no further business, Ralph Endres made a motion to adjourn, seconded by Bessie Tyrrell. The motion was unanimously accepted and meeting adjourned at 7:45 p.m.

Respectfully submitted,

Colleen Converse,
Recording Secretary