

**PLANNING BOARD
TOWN OF BETHLEHEM
FEBRUARY 4, 2003**

The Planning Board of the Town of Bethlehem, Albany County, New York, held a regular meeting on Tuesday, February 4, 2003, at the Bethlehem Town Hall, 445 Delaware Ave., Delmar, NY. Chairman Hasbrouck presided and called the meeting to order at 7:30 p.m.

PRESENT: Douglas C. Hasbrouck, Chairman
Brian Collier
Dan Odell
Parker Mathusa
Howard Engel
Katherine L. McCarthy

Keith Silliman, Counsel to the Board
Randall Passmann, PE, Engineering Division
Janine Saatman, Deputy Town Planner
Paul E. Hite, LLS, Delmar
George Williams, Milltowne Plaza Inc., PO Box 370, Norwell, MA
Mike Sanders, 38 Grantwood Rd., Delmar
Jim Villasenor, Bethlehem Realty, 533 Rt. 9W
David Riedman, Riedman Development, 45 East Ave., Rochester
Brian Hannafin, IDA (Industrial Development Agency)
George W. Zautner, A.T. Zautner & Son, Delmar
Dominic Arico, Koch Arico Land Solutions, Scotia, NY

Chairman Hasbrouck introduced newly elected Board member Katherine McCarthy and asked her to give some background information and reasons for her interest in the Planning Board.

Mrs. McCarthy said that Supervisor Fuller asked her if she would be interested in serving on the Board. She talked about the changes that are occurring in the area and felt the Town of Bethlehem was special. Mrs. McCarthy said she moved from Manhattan approximately 6 yrs. ago and after researching a number of communities, the Bethlehem area stood out. She said she grew up in Burlington, Vt., attended Middlebury College and lived in the New York City for 15 yrs. At present, she is a freelance writer for The Spotlight.

Chairman Hasbrouck said before getting into the business meeting, he wanted to acknowledge outgoing Board member Marcia Nelson's long service to the community. Marcia was appointed to the Planning Board on May 24, 1978 and served just shy of 25 yrs. Chairman Hasbrouck said for as long as he's known Mrs. Nelson, she was always an

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asset to the Board and community and is a person who was never afraid to find her position on a project and not waiver, while at the same time keeping an open mind to new information that might be forthcoming. Marcia was a strong voice for the Board and always had the best interest of the community at heart. He said the Board would miss her. In the not too distant future, a more formal resolution would be prepared and a gathering scheduled in order to present it to her, he said.

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THE HAMMOCKS, a proposed multi-family development proposed by Milltowne Plaza Inc. on a 36+ acre tract located at the northeast corner of Rt. 9W and Wemple Rd., was the first item on the agenda. Chairman Hasbrouck asked Mr. Dominick Arico, agent for the owner, to make the presentation. Board members were advised that there had been an agenda change. Realty USA was deleted from the agenda because additional redesign work was needed with respect to the storm water system.

Mr. Arico, Koch-Arico Land Solutions, summarized The Hammocks proposal and introduced David Riedman the developer/builder. The parcel would be subdivided into two lots with the front lot at 4.8 acres reserved for future development of light commercial/retail uses and the remaining 32+ acres for an apartment complex of twenty (20) 2-story multi-family apartment buildings, each building containing ten living units. Two accesses are planned for the development—the main one on Rt. 9W and another along Wemple Rd. Wetlands have been delineated on the site which has been laid out to minimize wetlands impact. Mr. Arico noted the clubhouse, office and swimming pool for tenants. He deferred to Mr. Riedman on other aspects of the proposal.

Mr. Riedman, President of Riedman Development, Rochester, NY, said they were a multi-family developer and have approximately 1,200 units developed over the last 7 yrs. As pointed out by the Board's newest member, he said they agreed that the Town of Bethlehem was a fantastic community and based on their research have found that there is a high population of residents who will find the type of housing being proposed attractive. He said they market to two different types of households—the young household, who might be a college graduate who moved back to the area or young couples, as well as empty nesters—people who want to travel and have someone else worry about maintenance (mowing, plowing driveways, etc.) that go along with home ownership. Mr. Riedman said their development would offer a dwelling unit that has characteristics of home ownership. He explained that 200 units was considered an efficient size that allows critical mass in order to be able to provide amenities which residents are looking for. A manager will be on site 5-6 days/week in an office in the clubhouse building. In the summer, hours will be extended beyond 5-6 p.m., with lifeguards staffing the pool, with the clubhouse open when the younger population arrives home from work and other daily activities. In addition, there will be maintenance personnel and an administrative assistant/manager taking care of resident's needs. Things such as snow removal will be contracted out to others. In the clubhouse there will also be a lounge area where residents can meet, an exercise room fully equipped with weight machines, etc., and small business center with a computer and people can have meetings,

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send a FAX, etc. He said they have found it to be popular with the older population. Each one of the buildings represents a 10-unit structure, with a combination of bedrooms (30% 1-bedroom units; 60% 2-bedroom/2 bath/den; remainder 3-bedroom units). All buildings will have direct access garages. Mr. Riedman referenced elevation drawings and described the interior layout for everyone's information. Each unit would have elements found in single-family architecture—laundry room, full kitchen, appliances, and microwave oven with square footage ranging from 800-1300 sq. ft. Rents will range from \$800/mo. up to \$1,400/mo. The developer will privately maintain the roadway network and landscaping. Mr. Riedman welcomed questions from members at this point.

Mr. Arico said a private roadway network was being proposed at 20' wide pavement, except for the entrance on Rt. 9W which would be 30' in width. Concerning utilities, there is no sewer extended to service the area, although it is located along Wemple Rd. A sewage pump station will be installed and turned over to the Town. The main force main will be run up Wemple Rd. to the existing gravity sewer for the Milltowne Plaza Subdivision further up Wemple Rd. The pump station will be designed to accommodate future developments in the area. Water is along Rt. 9W and the proposal is to extend it to service the property. Storm water management will include various detention areas. At some point a storm water management plan will be developed, he said. Gas and electric also exist. The only extension that would need to be made is with the sanitary sewer system, Mr. Arico said.

Mr. Odell said in subdividing the parcels, the division line takes a 90-degree turn in on Wemple Rd. He asked why this was done. Mr. Arico said the reason for the line is because of the wetlands. It is also an area of the drainage swale which collects water. In developing the subdivision, it is an area that is undevelopable and the land was used in order to maintain the requirement of having 7,000 sq. ft. per unit for the apartment complex.

Mr. Collier asked Mr. Riedman if he'd built similar units in other locations. Mr. Riedman said it was new and had not been built anywhere else yet. He showed the Board a photo of other buildings his Company has built with the same architect and similar architectural detailing. Mr. Collier asked if there was a site with similar characteristics/acreage that Mr. Riedman had developed, with the same number of apartment units. Mr. Riedman responded that the photo he presented was a development of 352 units, 264 having been constructed to date on 37 acres with a great deal of flood plain running through the site. On average, most of the developments are 10 units to the acre, he said. Another project consisted of 112 units on 25 acres with 4 acres of wetlands. He said they were comfortable with a density of 10 units per acre and at the Bethlehem site the density was less.

With respect to the proposed site layout, Mr. Collier spoke of his concerns on the length of the roadway leading in from Rt. 9W. He wondered whether the Town's Engineering Dept. had any concerns with the length/width of the proposed roadway. Mr. Arico said there were two access points and a looped system of roads. If a car broke down, he believed there was sufficient maneuvering space to maintain 2-way traffic. Mr. Collier

asked if any thought had been given to linking the loop across the large green space at the southerly end of the site. Mr. Riedman said the design was based on wetlands impacts but it was something they could take another look at. Mr. Arico said they could disturb up to 4,300 sq. ft. of Federal wetlands before getting into permit requirements. Presently the impact is 3,000 sq. ft. and the intent is to stay under 4,300 sq. ft. All that need be done at this point is notify the Corps that there will be some disturbance and filling in of the wetlands.

Mr. Mathusa asked the distance to the New York State Thruway. Mr. Arico believed the Thruway was approximately 1000 ft. to the east.

Chairman Hasbrouck asked about residential complexes Mr. Riedman built in the past. He wondered if they were typical with respect to spacing of buildings from one side of the street to the other. He said there appeared to be 80 ft. between facing buildings, which he felt was close. Secondly, in looking at the road off Wemple Rd., he wondered how they would deal with the amount of snow that the northeast has experienced over the last two months because the streets were narrow with minimal front lawn area, along with a number of driveways. Mr. Riedman responded that if they were in a situation similar to this past winter, pay loaders would come in and remove the snow out in dump trucks and store it on remote areas of the site. Concerning the buildings and their proximity to one another, Mr. Riedman said it was common. He went on to describe the interior of the building. The units would be separated with 4 on the first floor and 6 on the second floor.

Mr. Collier asked the logic of having the pool and clubhouse at such a distance. Mr. Riedman said a great deal of research was done on who the residents will be and what is important to them. One of the primary concerns is security. The clubhouse is positioned to immediately show someone where they should go to talk about rental and with the hours that the facility is staffed, there will be extra eyes to see who is going in and out. The manager will become familiar with tenants and strangers, offering people some peace of mind.

Mr. Odell said another consideration is noise. Mr. Riedman said from his experience the pools have not been a primary concern and was not an area where there are many parties going on. In some of the tighter sites the clubhouse is closer to some units. The pool/clubhouse is a selling tool and an administrative gatehouse in a sense.

Ms. Saatman asked Mr. Riedman if he saw tenants walking to the clubhouse/pool area. Mr. Riedman said a number of people will walk. Some parking is available. Because of the distance of many units, Ms. Saatman suggested it would be an encouragement for people to drive rather than walk. Mr. Riedman said in the wintertime people would likely drive to use the exercise room and in the summer time they would likely walk. Mrs. McCarthy asked if a sidewalk or bike path was provided. Mr. Riedman pointed out a sidewalk a short distance to the clubhouse area. Mrs. McCarthy asked if the garage doors were standard. Mr. Riedman said they were metal, paneled, insulated doors and the same type of door being installed on single-family homes in the area.

Chairman Hasbrouck asked if the pool was part of the rental package. Mr. Riedman said the rent includes use of the outside facilities. The buildings would consist of a mix of vinyl siding with cedar trim/brick or other decorative masonry products.

Mr. Collier said in the photograph presented it showed concrete curbing around all of the pavement and walkways were concrete. In the proposed layout an asphalt driveway with asphalt aprons are being shown. Mr. Riedman explained that in the complex photographed, residents park in front of the building. It is something that has been changed to facilitate snow plowing because with cars parked in the road tends to be problematic.

Ms. Saatman asked if it was intended that all of the roadways would be private. Mr. Riedman said she was correct. Mr. Mathusa asked if a stub street was being shown adjacent to the soccer field. Mr. Riedman said it was overflow parking. No stub streets were being planned. Mr. Mathusa suggested at some point in the future lands surrounding the site would be developed and a stub would be beneficial to facilitate such development, even though at this point it is a soccer field.

With respect to the School District boundary, Chairman Hasbrouck noted that the line traverses through the northerly portion of the site—the northerly side being Bethlehem and the southerly side Ravena-Coeymans-Selkirk. He believed it was stated that the entire parcel was taxed in Ravena-Coeymans, however, there was no answer as to how the buildings would be allocated with respect to the two school districts. He asked for an update on this aspect. Mr. Riedman indicated that there have been conversations with the Supt. of the Ravena-Coeymans School Dist. and the Supt. of the Bethlehem School Dist. The entire frontage of the property is in Ravena-Coeymans and the entire parcel is taxed in Ravena and when developed will continue to be taxed as Ravena-Coeymans. All of the residents will be going to the Ravena-Coeymans School Dist. A letter with respect to this conversation is forthcoming, he said.

Ms. Saatman appreciated the design showing garages separated and not lined up along the frontage. However, concern was raised with respect to parking areas in terms of access and maneuvering space. Mr. Riedman said typically there is 40-45 ft., which should give someone the ability to make a turn and drive out. Since the plan is conceptual, he said he and Mr. Arico were going over specifics. He agreed there is a need for refinement.

Ms. Saatman said when she made her calculations on the property, she came up with about 2,000 ft. under what was needed for the number of units being proposed. There may be a need to adjust lot lines further, she said. Another concern with the boundary line is the possibility of limiting the use of the remaining parcel on Rt. 9W if there was a desire for access off both streets. She did not believe they would want to have a second access close to the intersection. Mr. Arico said there was a ravine which served as the boundary line. Ms. Saatman said after walking the site the drainage area/driveway was observed, however, it was walkable and not a major obstruction. Mr. Arico said the primary access for the lot would be Rt. 9W. Ms. Saatman suggested they would be

limiting their options and it may be easier for people to use Wemple Rd. to get to the light and access the Rt. 9W traffic. Mr. Riedman said he did not give any thought about it because they were the developers only of the residential part.

Chairman Hasbrouck said it was stated there are no plans for the remaining parcel that may be sold and if so, someone may want to subdivide it further. The easterly half might benefit from an access on Wemple Rd. It would almost be impossible to split the parcel north-south because there may not be any legal frontage on an acceptable highway. Mr. Arico asked if the major concern was access. The Chairman said it could be a problem, depending upon the use of the parcel in the future. Mr. Arico said he would take a look at the surrounding property. Ms. Saatman said originally there was a discussion about having an access through the remaining parcel but was not certain why the access was moved to the north. One thought was that it might be beneficial to have the access along the property line so development of adjacent property could share a curb cut as opposed to additional cuts on Rt. 9W. She suggested DOT might want to minimize curb cuts on Rt. 9W. Ms. Saatman said she could understand that wetlands were the main reason for the driveway placed in the location shown. Mr. Arico agreed; DOT had not yet seen the proposal.

Mr. Collier talked about a potential secondary access to the apartment units close to the soccer fields. Mr. Riedman spoke about designing the project with limited impact on the wetlands. He said it was something he would look into. Mr. Arico said another crossing of the wetlands would likely increase the need for a permit, impact storm water management and decrease green space.

A question was raised relative to the boundary of the Bethlehem Water District. Mr. Riedman said the southeastern portion of the property was outside of the District. Chairman Hasbrouck asked Mr. Passmann for his thoughts on this aspect of the plan. Mr. Passmann said the site was partially in the Selkirk Water District Extension and it appears as though an extension will be needed to have the remainder of the land in the District. Mr. Arico said it was his understanding that as long as the building was in the District, the Commissioner said he would have no problem servicing the unit. Anything outside of the District would require an Extension before the building could be built. The front 6-7 buildings would not be in the District and would be the last to be constructed. Chairman Hasbrouck suggested further contact be made with the Commissioner for an update. Based on DEC's requirements, the Town is not authorized to approve any Water District Extensions. Mr. Arico said they'd met with Mr. Secor on three occasions and he has said the same things. Ms. Saatman said if the water restriction was not in place, what was the intended build-out. Mr. Riedman said the build-out would likely be 18 months and they generally slow down in the wintertime.

Ms. Saatman noted that an Agricultural Data Statement would have to be provided because the adjoining property to the north was in Agricultural District #3. A long form EAF will also be needed.

Mr. Collier said if the Water District issue exists, could the developer obtain approval of a phased build-out, with a portion of the project in a non-improved Water extension. Mr. Arico said according to Mr. Secor they could build buildings that are in the District and those out of the District could not be constructed. Ms. Saatman wondered if the Albany County Health Dept. would be involved in the particular application. Mr. Riedman said they did not have any conversation with the County Health Dept. or anyone else. Chairman Hasbrouck noted that there are approved projects where there is now a problem with extensions of the Town's Water District. In one particular case the Planning Board approved a phasing of the development. On another property, there has been some discussion on the use of wells. The Chairman suspected for this project there would be a looped water system and if part of the proposed loop were out of the District, they would have to consider the engineering aspect in terms of how water is fed to the units while the DEC restrictions are still in place. It will have to be worked out with the Dept. of Public Works.

Ms. Saatman believed the project would require a subdivision approval in order to split the property into two lots and this would be verified with Kevin Shea, Building Inspector. Mr. Riedman said there would have to be a subdivision because they had no intention of owning the remaining parcel. Ms. Saatman said the subdivision approval is required first before a site plan can be approved but both processes would overlap in terms of SEQR review.

Mr. Odell asked how the name—The Hammocks—was chosen. Mr. Riedman responded that they were trying to sell a lifestyle that engenders thoughts of rest and relaxation. Ms. Saatman asked if elevations could be provided for the record. The Chairman recalled in earlier discussions a Planned District was being considered. He wondered if that was still a possibility. Mr. Riedman said they would not be making an application for rezoning.

Ms. Saatman asked about a telephone line that ran through the property. Mr. Arico believed it was off their property. The Chairman asked if there was any link to a DEC wetland. Mr. Arico said DEC would be notified, however, he did not believe they had jurisdiction. Chairman Hasbrouck said once SEQR has commenced, the Board would likely coordinate review and notify DEC of the proposal. Mr. Arico said they intended to have the Army Corps of Engineers on site in early spring. North Country Ecological prepared the wetlands delineation. Concerning traffic, the Chairman asked if any studies had been conducted. Mr. Arico said the overall impacts have been looked at. A long form EAF will be submitted and the numbers will be supplied.

Mr. Engel asked if any thought had been given to additional sidewalks. Along the wider portion of the highway a sidewalk is planned, however, for the majority of the development there is none to accommodate pedestrian traffic (jogging, bicycling, etc.). Potentially there could be close to 500 people living in the facility accessing the club house/recreational area with limited parking spaces. He felt more people were inclined to use sidewalks if provided. Mr. Engel felt additional work was needed with respect to walking trails. Mr. Riedman responded at this point he had not looked at specifics but it was something that would be looked at. Mr. Engel asked Mr. Riedman whether his other

developments had walking paths/additional sidewalks. Mr. Riedman said what will be done is create signage and walking paths through the green area. If there was inclement weather and people wanted to walk in the street, there is not a lot of traffic that would create conflict. He said it was something that they would look at further.

Chairman Hasbrouck talked about traffic on Wemple Rd. on Saturdays during the soccer season. He said what he thought about was the interior streets in the development creating a short cut from the soccer field to Rt. 9W north and it was something that should be looked at.

Ms. Saatman wondered where the example project was located. Mr. Riedman said it was in Greece, NY, outside of Rochester. Other projects were done in Parenten, a southeast suburb outside of Rochester; in Elmira, Buffalo and Canandaigua. Chairman Hasbrouck asked if the Board could be given maps of the areas in question because members may be traveling in close proximity and wants to visit a site. Mr. Riedman said the Town Supervisor had some of their literature from The Hammock's in Southern Hills which is located in Parenten, NY. He said he would give the Board the information.

Mr. Arico asked what the next step should be. He asked if the subdivision map could be submitted at the same time the concept site plan was submitted, although they would be looked at differently. Ms. Saatman said they would also need an agricultural data statement and long form EAF.

At this point the discussion concluded.

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WILLOW ESTATES, 4 lots at the end of Willow Dr., Delmar, was next presented on a pre-preliminary basis by Paul E. Hite, representing A.T. Zautner & Son, Inc. Referencing the subdivision plat, Mr. Hite said Mr. Zautner has been a local builder and developed numerous projects throughout the Town over many years—both single family and multi-family developments. The present proposal is to develop a 2.7-acre parcel at the southerly terminus of Willow Dr., which will be extended and developed as a cul-de-sac in order to build four (4) homes. Mr. Hite went on to describe drainage features in and around the area and general plans for drainage of the site—subject to approval of the Dept. of Public Works. The proposal was discussed with the Highway Supt. and the Engineering Dept. and it was decided the best way to develop the parcel was with a cul-de-sac eliminating a connecting of Huron Rd. A grading plan has been worked out based on a standard colonial-type building as a basis, with setbacks per zoning. Mr. Hite further described intended grading/drainage of the site. All utilities are available to the site and zoning requirements are met. The property is in the Bethlehem Central School Dist., and Water/Sewer Districts. He noted that Mr. Zautner was present to answer questions.

Mr. Mathusa wondered why the property was not part of a previous development. Mr. Hite explained that Terry and Shawn Egan, who recently built a large home off Cherry

Ave., owned the parcel. They placed the property on the market and although there were a number of interested people Mr. Zautner purchased it. In the mid 1970's William Strong developed the surrounding area as condominiums (The Commons of Bethlehem subdivision). Homes are nicely maintained and it is one of the first condominium developments in the Town. Next there were general questions with respect to site drainage and prior use of the site. Mr. Hite emphasized that there was no intent to increase the amount of drainage or cause any problem to adjacent property owners. Mr. Passmann said the Town would work with Mr. Hite to address drainage in the area.

Chairman Hasbrouck said he visited the site earlier in the day and the back of the condominiums were close to the property line. He asked if the units were designed with rear yard living rooms/bedrooms where they would be facing out on the newly created lots. Mr. Hite said he was not familiar with the surrounding homes. There were decks in the rear and there likely are bedrooms/living rooms. Ms. Saatman mentioned that Mr. Passmann took photographs of the area.

Ms. Saatman said she was looking for feedback from the Board as to the acceptability of the cul-de-sac rather than connecting the street through the site to the existing paper stub street. She asked members if they found the concept acceptable. She believed Mr. Passmann talked with the Highway Supt. about the issue. Mr. Passmann said it was his understanding from Gregg Sagendorph that he has no objection to the cul-de-sac as opposed to a through street. Ms. Saatman said in terms of SEQR issues, there were few. Federal wetlands are shown on the map. It also appears that the site is in an area of archeological sensitivity and she wondered how the Board wanted to address it. In looking at the plans for hearing purposes, normally it is required that the map show existing structures within 100 ft. of the property. Mr. Hite shows some units that border the site, however, homes along Huron Rd. and McKinley are not depicted. Ms. Saatman wondered if the Board wanted the information shown on the map to orient residents as to their house location in relation to the proposed site. There are a few larger trees on the site which are not shown, although Mr. Hite has shown general wooded areas. Neighbors may raise a concern as to vegetation to be retained and it may be helpful to show some of the larger trees to see how they may be impacted by the grading and other site characteristics. Mr. Hite said trees along the boundary line couldn't be cut. There was continued discussion with respect to these concerns.

Mr. Collier said if the trees were along the boundary line and on Mr. Zautner's property, they would be lost in order to install the drainage line. However if they are on the adjoining property, they will remain. Ms. Saatman said digging near the trees could affect them and it was something residents might be interested in. The information may be beneficial, she concluded.

Mr. Odell asked about the condominium setup. He said he noticed that there was no interior lot line dividing the units. Mr. Hite said he would give Mr. Odell a copy of one of the deeds. It says that one person owns 164th of the condominium complex called Woodgate. The metes and bounds go around the entire development as opposed to individual parcels. There are exceptions on easements and Town highway ROW. Mr.

Hite said he would be glad to locate trees of significance if the Board wishes. He went on to describe his preference for reducing fill in the area and alternate storm sewer plans and the reluctance on the part of the Town Engineering staff to utilize his preferred system. Mr. Hite believed a second look should be taken at his proposal thereby reducing the need for clearing along the southerly boundary line. Ultimately it was an Engineering problem, he said. Chairman Hasbrouck felt it appropriate to have this aspect of the plan worked out prior to public hearing because it would answer drainage problems and tree cutting concerns. Mr. Passmann said he was not aware of past meetings with Engineering staff. He commended Mr. Hite on the level of detail submitted to date—plans and profiles for the street and storm sewer. He said he would look at the option of moving the path of the drainage so it was more central to the lot. No further direction was needed from the Planning Board in this regard, he said. He said he would continue to review plans for the cul-de-sac to make certain Town standards are met. A comment letter will be issued shortly to Mr. Hite.

Ms. Saatman asked the Board's thoughts on showing footprints of houses along the boundary line or was it unnecessary? Chairman Hasbrouck noted that on lots 526 & 522 Huron Rd. homes were shown and based on a site visit he recalled homes were similarly located.

Mr. Collier believed the map was adequate with respect to the house locations. He said in thinking about the potential costs to the developer, he wondered if the Town has looked at the capacity of the 12 inch corrugated metal pipe under Huron Rd. to carry additional water. Mr. Hite said the entire site was 2.7 acres and drainage is split. The pipe will carry drainage for over 3 acres of land and based on calculations it was more than adequate in size and slope to carry drainage generated off the back half of the site. Mr. Passmann said the Engineering Dept. would be taking a look at Mr. Hite's calculations.

Concerning Ms. Saatman's question re: archeological studies, the Chairman asked about previous uses of the site. Mr. Hite said excavations have been done on the site in the past. In looking at the contours it appears that sand was removed. Mr. Hite said he reviewed the original transportation study maps of 1959 and it did not show any major streams or other transportation through the area. Chairman Hasbrouck mentioned that in the past for similar projects the need for an archeological study has been waived. Board members determined an archeological report was unnecessary in this instance based on previous work done in the area and on site.

Mr. Hite was directed to work with Town staff and update the maps before scheduling a public hearing. A motion to table the discussion was offered by Mr. Mathusa, seconded by Mr. Odell and passed by all present.

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Minutes of the following meetings were edited and approved as amended—
Dec. 3, 2002, on a motion by Mr. Collier, seconded by Mr. Mathusa and passed by all present;

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December 17, 2002, on a motion by Mr. Mathusa, seconded by Mr. Collier and passed by all present;

January 7, 2003—on a motion by Mr. Collier, seconded by Mr. Mathusa and passed by all.

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All business concluded, a motion for adjournment was offered by Mr. Odell, seconded by Mr. Mathusa and passed by all present. Chairman Hasbrouck declared the meeting closed at 9:30 p.m.

Respectfully submitted,

Alice A. Cirillo, C.P.S.
Secretary to the Board