

Town of Charleston Planning Board Meeting Minutes
11/13/24

Present:

David Wiener, Chair
Amanda Peterson, Vice Chair
Joseph Fitzpatrick, Member
Donna Wakefield, Member
Andrew Ragozzino, Member

Absent:

Jim Capron, Member
Lisa Lee, Alternate

Comprehensive Plan Committee:

Amanda Peterson, Chair
Mike Martuscello
Justine Cornelison

Absent:

Carter Gibson
Jim Capron

Other officials:

Robert Sullivan, Town Supervisor
Chad

Meeting called to order at 7:01 pm

Roll call.

Agenda approved.

Approved minutes of 10/09/24. Joe made motion to approve, Amanda seconded, all in favor, approved.

Old Business:

Comprehensive Plan – Had to make an update to the project status form for the DOS. Amanda pulled survey samples from 3 towns and found a 1970s town of Charleston one. Will have draft of survey next week and question format to submit to consultant. Amy Fitzgerald has drafted a community participation plan, committee will be reviewing it, not complicated, committee will make sure nothing is missing, approve it, then submit to DOS. No feedback has been provided to any documents provided by Amy Fitzgerald, so Amanda wants to review the invoices to see where the differences are and why the second invoice is so much. We've been charged \$1500 and \$2200 – committee wants to know why so much. David said to make sure Joe gets copies of the invoices, when they are paid, etc. Amanda will make sure he gets what he needs. Amanda has a call in to Ellen to get an answer Patty's questions about the disbursement/reimbursement of the grant before reaching out to Danny. Amanda does not have a copy of the award memo, Ellen might, hence the call in to Ellen to get answers. David asked Bob (supervisor) if he had a copy of the letter and award memo and if he could get it to Amanda.

Update re: town website. Amanda spoke to Rosalee Farina on planning board for Glen, got company name and account manager they work with, sent message to him, waiting for call back. She confirmed they pay \$85.00/month, no start up

cost for them, initial 3 months were free, company provides storage for date, no limit. We would control who is the administrator. It's a .gov website, so you don't have to pay for the url. They will do a demo before we make the agreement.

No training certificates.

New Business: None.

No other business.

Meeting Adjourned at 7:20 pm

Public Comments (3 minutes per person). No public comments.