

WEBSTER PLANNING BOARD

JANUARY 20, 2022 Meeting Minutes



The Webster Planning Board met via Zoom on January 20, 2022, at 5:30 p.m. for a regularly scheduled meeting.

CALL TO ORDER: Jenny Reisinger called the meeting to order at 5:34 pm.

MEMBERS PRESENT: Sara Stahlman, Leigh Anne Young, Jenny Reisinger, Brandon Core, Brandon McDevitt, Will Whitfield, Rachael Pollack, Tonya Basse (arrived late)

MEMBERS ABSENT: None

OTHERS PRESENT: None

Jenny read aloud the ethics statement. No conflicts were expressed.

ORGANIZATIONAL MEETING

1. Appointment of Planning Board Leadership.

MOTION: Jenny Reisinger moved to open nominations for Chair. Will Whitfield seconded. Motion carried.

Jenny Reisinger nominated Sara Stahlman to serve as Chair for the Planning Board. No other nominations were put forth.

MOTION: Reisinger moved to close the floor to nominations. Whitfield seconded. Motion carried.

Sara Stahlman was approved to serve as Chairperson in a unanimous vote.

MOTION: Sara Stahlman opened the floor for nominations for Vice-chair. Whitfield seconded. Motion carried.

Sara Stahlman nominated Jenny Reisinger to continue serving as Vice-Chair to the Planning Board.

MOTION: Stahlman moved to close the floor to nominations. Whitfield seconded. Motion carried.

Jenny Reisinger was approved to serve as Vice-chair in a unanimous vote.

MOTION: Stahlman opened the floor to nominations for Secretary. Whitfield seconded. Motion carried.

Brandon Core and Brandon McDevitt both expressed interest in serving. Stahlman nominated Brandon Core to serve as Secretary, with Brandon McDevitt serving as an alternate in the case of his absence.

MOTION: Stahlman moved to close the floor to nominations. Reisinger seconded. Motion carried.

Brandon Core was approved to serve as Secretary in a unanimous vote, with Brandon McDevitt serving as an alternate in his absence.

Brief introductions to get to know new members on the Planning Board.

GENERAL MEETING

Approval of Agenda and Minutes:

The agenda and November 18th meeting minutes were reviewed.

MOTION: Jenny Reisinger motioned to approve the agenda, Will Whitfield seconded. Motion carried unanimously.

MOTION: Jenny Reisinger motioned to approve the November 18th meeting minutes, Brandon Core seconded. Motion carried unanimously.

Informal comments by the public: None

Administrative Reports: Leigh Anne Young talked about recovery funding coming to Webster. Amount is based on taxes; Leigh Anne will email Planning Board members the amount. A single-time funding stream with many restrictions. Currently only allowing COVID-related expenses. Indicated Mayor Rodes is meeting with county Parks & Recreation Department this evening on collaboration on a potential future park space in Webster.

Chair Report: Sara Stahlman reported on potential budgeting work for wooden naturescape structures using Robin Sharrett, a local handyman to help draft a proposal to parks and rec.

Planning Board member reports: None

OLD BUSINESS

1. Review Land Use Plan Survey Summary

Leigh Anne Young reported the summary survey provided a high level overview of written comments with key points for public consumption, including concerns that Buchanan Loop has been overly promoted as a public greenspace for walking, etc. With approval, this summary would become an accessory document on the Town of Webster website. Quantitative data from the actual survey was also reported on the Town website.

MOTION: Will Whitfield made a motion to approve the Land Use Plan Survey Summary, seconded by Jenny Reisinger; motion carried unanimously.

2. Review changes to Land Use Plan in response to feedback survey

Sara Stahlman reported that public feedback, as well as written input from community partners, were carefully considered in making changes to the draft Land Use Plan. Stahlman reported that updates were made to reflect clarifications provided by Daniel Manring (TWSA) and Jackie Moore (Safe Routes to School). In response to community feedback, some language was changed in favor of more general recommendations to encourage nature connections and unpaved trail opportunities without mentioning specific routes or parcels. For example, removal of specific mention of a trail connecting Walmart to Buchanan Loop Road.

3. Approval of final draft of Land Use Plan

MOTION: Will Whitfield made a motion to approve the final draft of the Land Use Plan, seconded by Jenny Reisinger; motion carried unanimously.

NEW BUSINESS

1. Welcome to new Planning Board members

Sara Stahlman officially welcomed new members and facilitated member introductions previously in the meeting.

2. Presentation of Land Use Plan to Town Board, February 2, 2022

Leigh Anne Young indicated that the Town Board was not necessarily expecting a formal presentation from the Planning Board at the February meeting but would update members if any changes. Sara Stahlman welcomed any Planning Board members who may be interested in attending this particular Town Board meeting or any in the future.

3. Identify next steps for planning board

Sara Stahlman invited discussion on any potential next steps for the Planning Board. Leigh Anne Young reported that changing fee structures for various ordinance enforcement will be forthcoming. Any future charges for this board will be assigned by the Town Board. Sara encouraged all Planning Board members to review all Town ordinances, whether via online or print copies, courtesy of Leigh Anne.

Board members discussed various topics related to interests, questions, and understanding related to roles and responsibilities of the Planning Board members in relation to other boards for the Town of Webster.

Tonya Basse arrived late to the meeting at 6:34 p.m.

MOTION: Jenny Reisinger made a motion to adjourn the meeting at 6:35 p.m., seconded by Brandon McDevitt; motion carried unanimously.

MEETING SUMMARY:

- New board leadership was elected. Sara Stahlman will serve as chair, Jenny Reisinger as vice chair, and Brandon Core as secretary. Brandon McDevitt will step in to take minutes, as needed, in the case of an absence.
- Leigh Anne shared that COVID recovery funding is forthcoming to the Town of Webster, and Mayor Rodes was meeting with the county parks and recreation department to discuss future park space in Webster. Sara shared an update on budgeting work for a potential wooden naturescape in Webster.
- In addition to quantitative data from the Land Use Plan community survey being reported on the Town website, a Survey Summary document, providing a high level overview of written comments, will become an accessory document and added to the Town website by Leigh Anne Young.
- Following a review of changes to the Land Use Plan in response to feedback obtained through the survey, a final draft of the Land Use Plan was approved and will be presented to the Town Board at their February 2 meeting.
- Leigh Anne indicated future work of the Planning Board would center around town ordinances. Sara encouraged all board members to review existing town ordinances in preparation for this work.

NEXT MEETING: The Planning Board will meet on February 17, 2022, via Zoom.

Brandon Core, Secretary, Planning Board, Town of Webster