



Town of Olive Planning Board

P.O. Box 513, Shokan, NY 12481

DATE: June 3, 2025

PLACE: AMERICAN LEGION HALL, SHOKAN, NY 12481

1.0 CALL TO ORDER

Chairman Dibbell called the meeting to order with the Pledge of Allegiance at 7:00 pm.

2.0 ROLL CALL

PRESENT

Stephen Dibbell, Chairman
Ed Kahil
Heidi Emrich
Nick Burgher
Paul Wright

ABSENT

Don DiMartini
Edwin Maldonado

3.0 MINUTES

Chairman Dibbell asked if there were any corrections or comments regarding the May 6, 2025 minutes. Heidi Emrich feels that the wording should be changed in the last sentence on Page 1. Instead of "Ed Kahil said that you could consider a subdivision a property and the subdivision are the lots." It should say, "Ed Kahil said that you could consider a whole subdivision a property and the subdivided pieces are the lots." She also felt that the sentence at the bottom of Page 2 should be changed. The sentence says, "He noted an example when the Planning Board approved the bed and breakfast and event venue for Ashokan Dreams, that this goes with the property if the new owners had wanted to continue that type of business, they chose not to." Heidi Emrich feels it should be, "He noted an example when the Planning Board approved the bed and breakfast and event venue for Ashokan Dreams, that this goes with the property. If the new owners had wanted to continue that type of business, they could have, but chose not to." Chairman Dibbell asked if there was anything else. There were no other corrections, Heidi Emrich made a motion to accept the minutes of May 6, 2025 as amended, Ed Kahil seconded the motion and all members agreed.

4.0 REGULAR MEETING

Heidi Emrich said that she doesn't recall where the board left off with regard to the language that pertains to the above-mentioned wording regarding property and lots. Chairman Dibbell said that the Zoning Board of Appeals can interpret the wording in the Zoning Code. He said that he has mentioned this to one member of the ZBA and they agree that it needs to be worked out. There was a brief discussion whether a request should be drafted to send to the ZBA, and perhaps the Town's land use attorney should be approached for guidance. Chairman Dibbell said that he can put something together and will copy everyone on it.

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Chairman Dibbell asked the members if they saw Heidi Emrich's email with an offer to provide some training hours. Heidi Emrich said that she recently did a two-hour realtor training on flood plain land use, and regulations and general overview when houses change ownership. She feels it would be a valuable training for the Planning Board; she said that it is a two-hour package and she would be willing to do it. Chairman Dibbell suggested that she work with Janelle Perry to come up with some dates, it was agreed that evenings are better than daytime hours. Ed Kahil suggested it could be on a third Tuesday and treat it like it was a workshop session. Heidi Emrich said that we can offer this to the members of the ZBA as well.

Chairman Dibbell explained the meeting procedures and pointed out that there is a sign-up sheet for anyone wishing to speak during the Ashokan Store It LLC public hearing. He noted that if anyone is here because of other applications there won't be public comments tonight, there will be public hearings scheduled for a later date. Heidi Emrich told the audience that if there are any comments, they can be emailed or mailed to the Planning Board and they will be read and taken into consideration.

5.0 PUBLIC HEARING

7:10 pm - SP1-25 Ashokan Store It LLC, 3216 Route 28, Shokan, NY 12481: Expansion of Self-Storage Facility

Present at the meeting is Kimberly Snyder of North Engineers and Russell Oakes, the owner of Ashokan Store It. Copies of the latest sketch were presented at the table for the members to review. Ms. Snyder feels that they have addressed everything that the Planning Board has asked for.

Someone in the audience asked what sketches the board are looking at. Heidi Emrich explained that it was the drawings for the Ashokan Store It expansion that is being considered tonight.

Chairman Dibbell asked if the application had been sent to the Ulster County Planning Board. Janelle Perry noted that the referral had been submitted electronically and that she had also mailed a hard copy to them. Heidi Emrich said that it wasn't showing up on the Ulster County Planning Board agenda for tomorrow night. Chairman Dibbell remarked that we will need to wait until the next month's meeting for the county's comments.

Chairman Dibbell pointed out to Ms. Snyder that she did change the colors on the Elevation Sketch but didn't change the arrow. He asked the members of the board if they have any questions or issues to discuss. They had no other comments.

Chairman Dibbell opened the public hearing, and the public comment portion of the hearing at 7:14 pm. Chairman Dibbell asked the applicant to give a brief description of the project for the audience. Ms. Snyder explained that the Ashokan Store It site is on property that used to be a pet food store, there currently are existing storage units and they wish to expand by adding four additional units to the southerly portion of the property. Chairman Dibbell pointed out that the location runs along Route 28.

Chairman Dibbell opened up the public comment portion of the hearing and asked if there was anyone who signed up on the sheet. Nobody signed up to speak, Chairman Dibbell asked if there was anyone wishing to express an opinion on Ashokan Store It. The Planning Board received an email from Allison Irwin, it was read by Heidi Emrich. Her email had questions and concerns with regard to the landscaping and the sign regarding the sight line for cars entering Route 28 from Ridge Road. She also asked about the number of cars currently parked on the property now that the shop is not being used as a body shop. Another concern is if this expansion is the end of the growth on the property as they have come back a few different times to add additional storage units. She asked that the Planning Board ask about the big picture of what is intended for the property, and that it be documented. Mrs. Irwin also asked if the Planning Board could discuss keeping the row of trees between the lower and upper portions of the property to shield the view of the additional units on

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the upper property, which was requested by a previous Planning Board. She pointed out that the property has two different zones, highway business and residential. Allison Irwin also pointed out that no lighting is a good thing for the neighbors, and will there be documentation. She also hopes there will be no problems with the drainage once the project is completed.

Kimberly Snyder responded to Allison Irwin's concerns. She said that in terms of a bigger picture she cannot speak on the previous aspects of the business but she said that this is a business that has been growing and that is why they are asking for these additional four units, she said that nobody is trying to go around the back end of the property. Ms. Snyder said that the DEP has no concerns about the drainage from this property. With regard to the landscaping there is a note on the sketch stating that nothing is to be installed that would inhibit the sight distance, and her client has made it very clear that they don't want to make any disturbances for the neighbors. Ms. Snyder stated that they are trying to meet all of the criteria regarding the landscaping. She pointed out that the sign is noted on the sketch and will be behind the ditch and will not block the sight line, and that there will be short plantings around the sign. Ms. Snyder said that the applicant is trying to follow all of the guidance that the Planning Board has given. Ms. Snyder doesn't understand how the vehicles on the property are relevant to this discussion. She said that the shop is accessible from Ridge Road and not visible from below. Kimberly Snyder said that with regard to further growth on the property, she doesn't see how there could be as every available space is being taken up following the requirements of the setbacks and everything else. Regarding the trees between the upper and lower portion of the property, Russell Oakes asked to comment on that. He said that it was never a requirement from the Planning Board, he left the trees there because he likes trees. He remarked that if they get too big and start to create a hazard by possibly falling on his buildings, he will remove them. Chairman Dibbell said that he understands, the thought is not to clear cut them and if you do need to remove a tree, replace it with a new one. Kimberly Snyder said that she has gone back out to the site and has made some elevation changes so that they won't need a retaining wall, there is no intent to clear cut everything.

Chairman Dibbell asked if there were any other comments. He asked that the sketches be placed on the side table if anyone wishes to look at them. He announced that given the situation with the Ulster County Planning Board it is his recommendation to adjourn the public hearing and close the public comment portion for now. If something significant comes up with the county, the Planning Board can reopen the public hearing for further comment. Chairman Dibbell adjourned the public comment portion and the public hearing at 7:25 pm. Nick Burgher had one question for the applicant regarding the proposed unit on the end of the property. He noticed that it is oddly shaped and there is only gravel one side, he wondered where the access to the unit will be. Russell Oakes said that there will be no access to that unit from the property line side.

Ms. Snyder asked when the Planning Board would be making a decision. Ed Kahil said that he is satisfied with the application but he is waiting to hear from the County Planning Board. He suggested that if the Ulster County Planning Board comes back with a favorable response there should be no reason why a decision can't be made at the next meeting.

6.0 SITE PLANS

SP4-25 Krumville Community Meeting House, 1242 Co. Road 2, Olivebridge, NY 12461: Change of use to non-denominational house of worship

Present at the meeting is Karen Ranucci. She presented another document for the application showing a rendition of the proposed sign that will be placed on the building over the doorway. She explained that it will be 10' long and 2' high and will be attached to the building so it isn't blocking anything. It will be black aluminum with white letter, with no lighting.

Chairman Dibbell asked Ms. Ranucci to explain what they are intending to do. Ms. Ranucci explained that the

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building had been used as a church in the past and now it has been purchased by a church. Chairman Dibbell asked when the pre-existing church was shut down, she thought it was maybe around 1973 and then it was abandoned. She said that she purchased it and it is now being used as an artist-in-residence. Karin Ranucci said that since the Krumville Community Meeting House purchased it, it is now a house of worship. Ms. Ranucci said that there will be no changes to the site, the building and the septic system are the same. The septic system has been approved by the Board of Health. She noted that the parking area is the same, there are eleven spaces. Ms. Ranucci said that if an event is held, the space is approved for an occupancy of 33 people. She said that the space is quite small so 33 people would be a bit crowded, currently if there is an event there are about 15-20 people in attendance.

Ed Kahil wanted to clarify that she is speaking about the new structure that was built on the property about six years ago. Karin Ranucci acknowledged that it is the new structure, the old church has been moved to Roger Davis's property. It is noted that this building has never been used as a church. Chairman Dibbell asked the applicant for the document that she has from the IRS showing the designation. She gave the board a copy for the file. Ed Kahil also asked her if she has a copy of her Board of Health approval. She presented copies of the approval of the septic system designed by Medenbach and Eggers, which was done at the time that they were applying for the use as a commercial recreation facility. She explained that the septic system was put in by Roger Davis and the Board of Health approved it for 33 people.

Chairman Dibbell said that the application is citing the use as a church but the IRS document says a public charity. Ms. Ranucci said that if you look up those numbers it is shown as a church. Heidi Emrich said that since it is on a county road it will need to be referred to the Ulster County Planning Board. Chairman Dibbell said that the board will need to determine if it falls under the category needing to be referred as it is a re-occupancy of an existing structure. Nick Burgher remarked that it is a new building, it was noted that it has been used as an artist residence for the past six years. Chairman Dibbell did point out that Ulster County usually likes to see channelized access off of the county road. Karen Ranucci said that there is a blacktopped access from the road that opens up into the gravel parking area. Chairman Dibbell remarked that this needs to be shown on the site plan sketch. Karen Ranucci asked for further clarification if she can place cones along the road to block the area for access only from the blacktopped driveway. Chairman Dibbell and the members of the board suggested that Ms. Ranucci reach out to the Ulster County Department of Transportation Permit Office to discuss her access off of the county road. Heidi Emrich said that the Planning Board will want to see any correspondence that is received from Ulster County showing that they are satisfied.

Chairman Dibbell pointed out that there are some items on the SEQRA that will need to be corrected. Question 5(b) should be N/A as the Town does not have a comprehensive plan in place. He pointed out that the tool has indicated that the property is located in, or adjoins, a state listed Critical Environmental Area. He suggested she go on the Town of Olive website to look into this as it provides guidance. Chairman Dibbell said that Question 9 should be changed to Yes as the project does meet or exceed the state energy code requirements. Questions 10 and 11 should be Yes as there is a private well and septic system that the building is connected to. Chairman Dibbell pointed out for Question 14, it is written "a few trees, small grassy area", this list of things would be considered suburban.

Heidi Emrich asked Ms. Ranucci about the hours of operation, the application says occasional. Ms. Ranucci said that right now there hasn't been much there because they are waiting for approval. Heidi Emrich asked that in the next round of review please provide a more detailed narrative stating what you envision will be happening on the site. She said the board will want to see if it will be a service on Sunday mornings or five days a week. Chairman Dibbell said that the narrative should also include how many and the type of activities outside of services will be held, i.e. one or two, or ten a month. Paul Wright asked if the person currently living there will continue to live there, Ms. Ranucci said that they would be staying there as a caretaker. Chairman Dibbell said

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that it should also be included in the narrative that it will continue to be used as a residence.

Heidi Emrich asked about lighting. Ms. Ranucci pointed out that lighting is shown on her sketch and that they are motion activated.

Chairman Dibbell recapped that the Planning Board is asking that the sketch show where the channelized entrance is, contact the County DOT and provide their response, and submitted a detailed narrative.

Chairman Dibbell did remark that the Planning Board has received an email from neighbors, Karla Ryan and Cathy Kozachuk. He read the email that stated they were told by Karen Ranucci that the property has been purchased by a religious organization and that there will be a few more activities going on there. They are wondering what kinds of activities will be held? They are also wondering if there has been a variance granted to move forward because prior to the new ownership there were already activities happening on the property. Ms. Ryan state that it has been low key so far but they are concerned about other types of activities in the future and will there be stipulations. They want peace and quiet as the church is in their front yard and Cathy works from home. Karen Ranucci responded that the artist has invited people into her home for small activities. She said that as a church the activities will be low key. Ms. Ranucci said that this will be in her narrative and she will reach out to them to discuss this. She said that she is concerned about what the neighbors think.

7.0 OLD BUSINESS

25-Sub-1 Roger Davis, 1228 County Route 2, Olivebridge, NY 12461: Lot Line Revision: Sign and Seal presented maps. The maps and mylar were signed and sealed. Roger Davis was present and took the finalized maps. Chairman Dibbell noted on the Resolution that the process has been completed.

8.0 SITE PLANS

SP5-25 KSE Suppliers, 167 Dubois Road, Shokan, NY 12481: Operate a warehouse and distribution center of commercial linens and related products

Chairman Dibbell asked the person representing the applicant to come to the table. Present is Joseph Churgin, Esq., representing KSE Suppliers. Mr. Churgin said that their client purchased the warehouse facility that was previously used by Woodstock Chimes. He said that Woodstock Chimes used it for manufacturing and distribution but his clients will only be using it for warehousing and distribution. He explained that KSE supplies linens and textile products to hospitals and nursing homes. Mr. Churgin explained that they plan on hours of operation from 6:00 am to 5:30 pm, Monday-Friday. He said that in the beginning they will have 8-10 people working in the warehouse, but the numbers may go up a little bit as the business goes on. He noted that they will be operating with six trucks per day, with the hope to expand to the max of 20 trucks per day. Mr. Churgin understands that the purpose of tonight's meeting is to establish a date for a public hearing.

Chairman Dibbell pointed out that there are neighboring parcels shown on the map that don't have a name associated with them on Tonche Terrace. Heidi Emrich pulled up parcel viewer and the board determined that the parcels are owned by Vooris and Curtis. Janelle Perry looked through the envelopes in hand, we have envelopes for both of these owners. Chairman Dibbell asked that they be shown on the maps.

Chairman Dibbell asked the members if they had any questions. Heidi Emrich said that she is concerned about the 20 trucks per day. She said that there was a gentleman who spoke at last month's meeting and she does recall the six trucks per day. Heidi Emrich said that she doesn't live in that neighborhood and doesn't know what the traffic was in the height of the previous manufacturing site. Ed Kahil asked Mr. Churgin if they are

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talking about the container trucks or UPS trucks. Joseph Churgin said he didn't think it would be UPS trucks as it is a distribution center, but he will find out. Ed Kahil said that at last month's meeting the Planning Board was told that container trucks would be bringing goods in and UPS trucks would be taking the shipments out. Chairman Dibbell asked that the narrative be more specific about the vision of the projected growth and increase in traffic over time. i.e. is it hoped to be in one year, three years or longer.

Nick Burgher said that he is concerned about the further expansion of the property in the residential area. Joseph Churgin said that there is no construction planned at all. Chairman Dibbell said that given the fact that the current use is grandfathered, if they plan on changes or expansion, they would have to come back before the Planning Board.

Ed Kahil pointed out that this property is in three different zones and usually the surveyors will put that on the site plan sketch, the district boundaries should be added. Chairman Dibbell feels it should be on sheet #4.

Ed Kahil also pointed out that the loading docks are not shown on the sketch, they should be added. There also appears to be some items on the map near the treatment plant, boxes with a "V" in it, that are not listed on the legend as to what they are. Chairman Dibbell asked about the SEQRA showing that there is a wetland, he wonders if the pond on the property is the wetland. Heidi Emrich said that there are other wetlands on the property. They are indicated on the sketch but the type of lines aren't matching up with what is shown in the legend.

Chairman Dibbell asked the members of the board if they felt comfortable scheduling a public hearing for next month. Bruce Lamonda was in the audience and he feels that since it is in a residential zone and there is a new business coming in, the Zoning Board of Appeals has to determine if it is more non-conforming or less non-conforming. Chairman Dibbell asked Mr. Lamonda what code he is referring to. He said it is 155-13/C.(3). Heidi Emrich read the code, "A preexisting use of a building may be changed only to a use of similar or less nonconformity, as determined by the Board of Appeals." Chairman Dibbell feels that the use isn't changing as Woodstock Chimes used the building as a warehouse. Ed Kahil suggested that the question should be asked of the Town attorney. Heidi Emrich felt that it would be a good idea. Chairman Dibbell felt that the question can be asked but it doesn't need to preclude the scheduling of a public hearing.

John Ingram, Town of Olive Code Enforcement Officer, is present and brought up the fact that the use now being proposed is the storage of a combustible product. He feels that this should be a concern of the Planning Board and the applicant should give a detailed description of the fire suppression system and how it will affect the product, and how it will affect the fire department regarding the alarm system and the testing of the system. John Ingram said that he is very uncomfortable as the Code Enforcement Officer and a Building Inspector to turn the building over not knowing what will happen when the whistle blows. It is noted that there is a letter from Domenick Covello, Building Inspector, stating that the details of the installation and design of the system will be requested to be put on file with our department. Janelle Perry remarked that there has been a 1,000-page document submitted electronically regarding the fire system, she will forward this to Mr. Ingram's office. Heidi Emrich asked John Ingram who would be the correct entity to review the documentation to acknowledge that what is in place is sufficient for fire suppression of this type of material. John Ingram said that it should be reviewed by a fire suppression engineering firm, one consideration has to be how high the materials should be stacked, and spacing of the materials. Heidi Emrich suggested that the board check with CT Male to see if they have an expert who can review the material. Chairman Dibbell told Mr. Churgin that the applicant's should be aware that if the board does engage an engineer the costs will be passed on to them.

Chairman Dibbell asked if there was anything from the members. Heidi Emrich feels that there is a lot of material to digest, and there is a lot of public interest on this, a public hearing would allow the Planning Board to hear the concerns and we can hold the public hearing open for an additional meeting. There was a discussion about a date and location for the July meeting. Heidi Emrich and Nick Burgher will not be available

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for July 1st, the members suggested moving the meeting out to a different date. Janelle Perry will contact the Town Office to find out what dates there will be an available building and will get back to the members of the board. It is noted that the second Tuesday is always a Town Board meeting, July 15th was suggested as a date.

Chairman Dibbell will reach out to the engineer and the town attorney regarding the questions that have been brought up. Janelle Perry will find out about a meeting date.

There were a number of people in the audience and they asked if the applicant could briefly explain what the company will be doing. Joseph Churgin gave a brief overview of what KSE Suppliers does, the public was told that no laundering of linens takes place. One gentleman asked about the amount of cardboard and recycling material that will be created, he said that it really wasn't discussed in the paperwork that has been presented. He is concerned it will fill up the Town's recycle center. Chairman Dibbell announced to the public that tonight isn't a public hearing but anyone can email questions and the board will try to get answers.

9.0 PRELIMINARY APPLICATION CONFERENCE

Solo Holidays LLC, represented by Khattar Elmassalemah of Praetorius & Conrad: Renovate and operate a proposed light assembly and pre-manufactured small building business at 4115-4125 Route 28, Boiceville

Heidi Emrich announced that she has met with the owner previously in her professional capacity as Ulster County Environmental Planner. She explained that she has consulted with them with regard to the flood risk on the property and have given them options with regard to potential flood proofing. Present at the meeting is Khattar Elmassalemah. He explained that the property in question is the old lumber yard in Boiceville and currently has four businesses. Two food service locations, the post office and a thrift store. Mr. Elmassalemah said that there is about 16,000 sq. ft. that is currently unoccupied, and the proposed business is unique. The company makes and sells premade small buildings. Chairman Dibbell asked if they are wood products, the answer is yes. Ed Kahil asked if they would be built from beginning to end on site. The response is that they would be built on site. Ed Kahil asked if they would be leasing the building or buying it. The response is that they are looking to purchase the property. He asked if the business would be using both the upstairs and the downstairs portions of the building. Mr. Elmassalemah said that they propose to use the upstairs as a sales area and offices and the downstairs would be used for storage and light manufacturing to build the pieces. He said that they would have about ten employees.

Ed Kahil pointed out that the top portion of the building is out of the 100-year flood plain and the bottom portion is in the 100-year flood plain. He asked if they are aware that whatever is downstairs could float away. They are aware of the flood risks. Chairman Dibbell asked what the Building Office thinks about this. John Ingram said that he felt that the bottom portion of the building is not usable. Heidi Emrich explained that the building is a pre-FIRM building, meaning it was built before the Town adopted its flood damage protection plan. She explained that it is ok to function as it is, taking the risk under the flood protection code. However, when you start to make improvements to the building things change. Heidi Emrich explained that the town has a cumulative substantial improvement as part of their code. She said it is on a rolling ten-year basis. For example if you put in 20% of the cost (existing market value) into the structure, and then five years from now you want to improve it by another 25-30% worth of the value of the building, you will be hitting the 50% threshold which is the substantial improvement. Heidi Emrich explained that once you hit substantial improvement, everything will need to be brought up to current damage prevention codes. This would mean that everything below the first floor would need to be properly flood proofed, meaning flood vents. And, anything there would be limited to parking, storage and access.

Khattar Elmassalemah said that this process tonight is doing due diligence for the process of buying the building, the idea is to understand all of the risks that they would be taking on if this purchase was to happen.

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He said that they are talking with a flood proofing company. He asked if they were to flood proof the building would that be part of the 50% substantial improvement. It would be considered as part of the building's improvements.

Mr. Elmassalemah asked if there is a way to get a variance to allow for the use. Heidi Emrich said that you can apply for a variance from the flood damage prevention ordinance, but you need to express a hardship that is not self-created.

There was discussion regarding the 50% of the market value, they would have to meet with Dominick Covello, the Town of Olive Flood Plain Administrator, and the Town Assessor to determine the market value of just the structure. Khattar Elmassalemah asked if they would have to come before the Planning Board if they did move forward to purchasing the property since the building had been used previously. He was told that he would have to come to the Planning Board with a site plan application as it has been over a year since the last business was in operation.

There was a brief discussion on the process of flood proofing.

10.0 CORRESPONDENCE

Jennifer Salvemini sent an email dated 5.29.25. It is noted that there has been an occupant change to her site plan. She reported that the Phoenicia Soap Company moved out about 6 months ago and that Alison Zavracky, who is already renting space within the showroom, is now taking over the Soap Shop space with an expanded kitchen and bath design showroom. No road signage will change. The Planning Board acknowledged that there is no additional change, it is retail to retail.

11.0 OLD BUSINESS

SP3-25 Ashokan Foundation, 477 Beaverkill Road, Olivebridge, NY 12461: Addition of 4 cabins for guest lodging and a dry hydrant for fire protection

The Planning Board received an amended map detailing the lighting on the cabins and the other lighting related to the site plan. Also indicated on the map are the loading only by the cabins, the directional and parking signs during events are shown, and the road by the cabins, and the overflow parking are now indicated on the map. The applicant also provided an amended narrative discussing everything that had been required as the condition for the approval of the site plan. The Planning Board has established that site plan SP3-25 has now received final approval.

12.0 AGENDA

The board set the agenda for the next meeting, scheduled for July, the date TBD. The board will hold a public hearing for the KSE Suppliers application. The Ashokan Store It LLC application will be reviewed for approval after hearing from the Ulster County Planning Board. Krumville Community Meeting House will be on the agenda if they provide additional material in time. If any new applications are submitted, they will also be added to the July agenda.

13.0 ADJOURNMENT

Ed Kahil made a motion to adjourn the meeting at 9:15 pm, Paul Wright seconded the motion, and all members agreed.

Sincerely,

Janelle Perry, Planning Board Clerk