

# **Town of Windsor Planning Board**

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**Meeting of August 27, 2014**

The regular monthly meeting of the Town of Windsor Planning Board was called to order at 7:30 PM by Chair Shelly Johnson Bennett. Also present from the Board were Carl Gordon, Eve Neureuter, Doug Saunders and Bridgette Elliott VanNorman as acting secretary. Absent were Bruce Cameron and Fran Stone. Also in attendance was Code Enforcement Officer Dave Brown.

With a correction of the spelling of May, on the motion of Mr. Gordon, seconded by Mr. Saunders, the Board approved the minutes of its July 30, 2014 meeting as presented.

Sally Roberts, Doug Miller and Robert Burrows from the Board for Knox Cemetery in Ouaquaga, NY were in attendance seeking permission to buy property for the expansion of the cemetery. The current cemetery is on Dutchtown Road in Ouaquaga, NY. Since there is not any available property for sale adjoining the current cemetery, the proposed parcel of 8.5 acres is located on Mountain Road in Ouaquaga, NY. This parcel is in an agricultural zone so is a permitted use in the Town of Windsor.

Mrs. VanNorman asked about the current capacity of Knox Cemetery. Mr. Burrows explained the current cemetery is approximately at 2/3 of its capacity. Mr. Saunders asked how does the cemetery board predict the future needs. Mr. Burrows explained the cemetery has on average 18 burials a year.

Mr. Burrows explained a cemetery plot is 15' W x 11' D. This allows for 900 plots per acre. Per plot, there can be either one full burial and one cremation or two cremations. This would allow for up to 1800 burials per acre.

Mr. Brown stated this parcel is not in a flood plain but it is less than 500 feet away from the Town of Colesville. Both the Town of Colesville and anyone else within 500 feet will have to be notified.

Chair Bennett suggested the cemetery board contact the State Historic Office as they may require an archeological review due to the location of the parcel to the Susquehanna River. Chair Bennett suggested the attorney for the cemetery board could have a proposed purchase letter drawn up in order to help safeguard them as the NYS rules governing the purchase of land for a cemetery could make this a long process.

Mr. Brown will give the cemetery board the information needed for a site plan.

Town of Windsor's Supervisor Carolyn Price stated she had been contacted by the DEC with suggestions as to future communications for quarries and mining. Since the Town of Windsor Planning Board is advisory only, all communications have to come from the Town Board. Any future suggestions from the Planning Board will be sent first to Supervisor Price.

Supervisor Price explained Broome County is currently working on a road use agreement for all roads within the County. This would allow a uniform set of road use rules for all Towns.

Chair Bennett explained there was a road inventory done by Southern Tier East in 2010 for the Town of Windsor. This was then discussed as a possible way to keep track of the roads and culvert conditions in order to help in the development of a highway management inventory. This could be a useful tool to help decide where future capital investments could be directed.

The Constitution Pipeline Company sent a notice that the final Environmental Impact Statement issuance date will be October 24, 2014. The 90 day Federal authorization decision deadline will be January 22, 2015.

Mr. Brown updated the Planning Board on the retail proposal for North Road. He stated there is a current date of September 12, 2014 for plans to be submitted. The Board discussed the possibility of having a second meeting in October as the second Tuesday of the month has been set aside for this purpose. The retail company is planning to attend the October 29, 2014 Planning Board Meeting followed by attending the December 10, 2014 Town Board meeting.

On the motion of Mrs. Neureuter, seconded by Mr. Gordon, the Board adjourned at 9:05 PM. Its next meeting will be Wednesday, September 24, at 7:30 PM in the Town Hall.

Respectfully submitted,

Bridgette Elliott VanNorman, acting secretary