

VILLAGE OF FREEVILLE PLANNING BOARD MEETING

Meeting Minutes September 22, 2020

A meeting was held by the Village of Freeville Planning Board at the Village Hall, 5 Factory Street, Freeville, New York on Tuesday, September 22, 2020.

Present were: Chairman Justin DiMatteo, Vice Chairman Brian Buttner, Member Thomas Cavataio, and Member Stephanie Ortolano. Also in attendance were Deputy Clerk Deborah Rude, Mayor David Fogel, and Ithaca Neighborhood Housing Services (INHS) Community Housing Trust Manager, Leslie Akerman. Absent was Member James Krebs.

The meeting was called to order at 7:05 p.m. by Chairman DiMatteo.

New Business: Subdivision Sketch Review with Ithaca Neighborhood Housing, represented by Trustee Manager Leslie Akerman.

Ms. Akerman started by sharing with the Planning Board the history and vision of the Community Housing Trust. She explained the income requirements for homebuyers, as well as other details about the contract between INHS and the homeowner.

Ms. Akerman also shared details regarding the plans for the property in the Village of Freeville, located on Cook Street and Fall Creek Road. There was discussion regarding road frontage and driveway configurations, possible Village easement or right-of-way on the property for pump stations, as well as possibility of changing the boundaries of the two lots in question.

Planning Board Members brought up the possible need for archeological consultation, as the lot in question is part of the old railway. Also, PB Members questioned if we could require INHS to put in a sidewalk, helping to make Freeville a more “walkable Village.” Vice Chairman Buttner questioned the amount of buildable land in the current sketch, wondering if the homeowners would feel it was adequate.

It was determined that several details need to be looked over by engineers and surveyors prior to a final Sketch. INHS will be in contact with CO Rick Fritz and will set up a meeting to discuss issues and ideas. At this point Ms. Akerman and Mayor Fogel left the meeting.

The Planning Board further discussed the process of Sketch and Subdivision Reviews, and discussed the need for written procedures. The Planning Board will revisit this in the future, clarifying the process with a possible flow chart for applicants to follow.

Old business: Terms of Members.

In order to properly stagger member terms, it was decided that all members excluding Justin DiMatteo (4/1/2019–3/31/2022) would be newly appointed and a single member term would end per year. The BOT appointed the following terms for Planning Board Members at the September 1st, 2020 Board Meeting:

Thomas Cavataio: 9/1/2020–3/31/2021

Brian Buttner: 9/1/2020–3/31/2023

Stephanie Ortolano: 9/1/2020–3/31/2024

James Krebs: 9/1/2020–3/31/2025

[As of today, 10/16/2020, all members have completed their Oath of Office.]

Vice Chairman Buttner motioned to adjourn. Member Cavataio seconded. All members present voted aye. Motion passed. The meeting was adjourned at 8:43 p.m.

Respectfully submitted,

Deborah Rude
Village Deputy Clerk