**Town of Otsego Planning Board**

# Minutes, September 2, 2025

(Will be approved with any necessary amendments at the next meeting)

**REGULAR MEETING**

The monthly meeting of the Town of Otsego Planning Board was held on this date at the Town Office Building in Fly Creek, New York. Chairman Tom Huntsman called the meeting to order at 7:30 PM, and led the Pledge of Allegiance.

Clerk Bill Deane took roll call. Board members present were Huntsman, Jay Bosley (Vice-Chairman), Sharon Kroker, Elizabeth Horvath, and Mike Hodgman. With Ann Cannon and May Leinhart absent, alternate member Matt Glynn joined the meeting table. Town Supervisor Ted Feury and Zoning Enforcement Officer Wylie Phillips were also present; Planning Board Attorney Jill Poulson was absent.

The Board reviewed the minutes of August 5, e-mailed to the members. Kroker moved to accept the minutes as written. Glynn seconded the motion and it was approved, 6-0.

Deane said there was various correspondence received since the last meeting regarding the potential Manocherian application: from Marilyn McCarty (August 6), K. Wayne Bunn (August 11), Vivienne & Peter Clark (August 12), Joseph Homburger (August 13), and Owen Clapp; it has all been filed and is available for members to read at their leisure. Deane has invited the writers to resubmit letters after a formal application has been filed and a public hearing scheduled.

Chairman Huntsman asked if anyone had a legal or ethical conflict with either of tonight’s applicants. No one reported any conflict. The Board moved on to applications.

**APPLICATIONS**

**Mary Winne Revocable Living Trust (Bob Birch) – Boundary line adjustment in RA1 district – 106 Johnston Road (#114.00-1-12.01)**

 Applicant Mary Winne was accompanied by attorney Bob Birch. Birch said Winne wants to do a boundary line adjustment, which is a reconfiguration of a previously-approved minor subdivision (4.52 acres split from a 42.84-acre parcel) that she completed in January, 2019 (minutes from that application were e-mailed to the Board members and attorney). The map was filed with the office of the Otsego County Clerk at that time, but since Winne never sold off this subdivided lot or otherwise filed a deed incorporating the description for it, the tax map has not yet been updated. Winne now wants to move the westerly boundary of the subdivided lot to the east by 120 feet, thereby reducing the lot to 3.38 acres and adding the 1.14 acres taken off of that subdivided lot back to her parent parcel. By so doing, the reserved lot would be more conforming. Birch submitted proposed deeds.

 Chairman Huntsman reviewed the boundary line adjustment requirements. Matt Glynn moved to approve the boundary line adjustment as submitted. Mike Hodgman seconded the motion and it was approved, 6-0. Chairman Huntsman stamped the application “approved” and signed it.

**Matthew & Dawn Malin – Sketch plan conference, continuation of pre-existing, non-conforming use (Cornfield Hall) in RA2 district – 655 County Highway 26 (#114.00-1-55.00)**

 No one appeared on behalf of this sketch plan conference. Matthew & Dawn Malin are in the process of buying the Cornfield Hall, which has been used for various events since 1926, long before the *Land Use Law* was enacted. As such, it is considered a pre-existing, non-conforming use. The Malins wonder whether there would be any restrictions on their continuing to host such events, possibly increasing the frequency. Zoning Board of Appeals Chairman Crowell checked with the Department of State, which opined that increasing the number of events would constitute an increase of non-conformity; however, Zoning Enforcement Officer Phillips and ZBA members agreed it would be hard to quantify or enforce.

 The Board discussed whether it would qualify as a special permitted use, if the owners wanted to make it conforming. Clerk Bill Deane recalled that Joe Potrikus had gotten a special permit/recreational facility for a similar venture in the RA2 district [in 2018].

**OTHER BUSINESS**

Zoning Enforcement Officer Wylie Phillips gave an update on the Cobblescote situation.

Mike Hodgman served as Planning Board liaison at the August 13 Town Board meeting, and had e-mailed a report to the Planning Board members. Among the items of interest to the Planning Board were public comments about the proposed Manocherian subdivision, and the formation of an escrow account for the project; a request for microphones at meetings; and meetings of the Land Use and Comprehensive Plan Committees.

Clerk Bill Deane said liaison assignments were needed for the remainder of the year. After discussion, the following assignments were made:

September 10: Tom Huntsman

October 8: Elizabeth Horvath

November 12: Sharon Kroker

December 10: Jay Bosley

The Board discussed the need for a Clerk to replace the retiring Deane. Deane noted that the Board is empowered to appoint its own Clerk, per its By-Laws [Article 3].

Deane discussed the October 7 agenda. As of now, there is nothing on it, unless the Malins pursue their sketch plan conference. Hodgman said he would not be present for that meeting.

Deane also discussed the November meeting date. The first Tuesday, November 4, falls on Election Day, the second on Veterans’ Day, and the third is the ZBA meeting date. After discussion, the consensus was to schedule that month’s Planning Board meeting for November 11. Deane will advertise the schedule change.

Deane noted the “attorney-client communication” that Attorney Poulson had e-mailed the members last month. Supervisor Feury said that Poulson had suggested an outside attorney be retained for the Manocherian application, if one is received. She feels it would be beyond the scope of her position. After discussion, Sharon Kroker moved to recommend the Town Board appoint an outside attorney for the Manocherian application, if received. Matt Glynn seconded the motion and it was approved, 6-0.

With no further business, at 8:15 PM Sharon Kroker moved to adjourn the meeting.

 Respectfully submitted,

Bill Deane, Clerk