

Minutes
Warrensburg Planning Board
May 6, 2025

Board Members Present: Suzanne Tyler, Susan Miller, Sharon Sutphin, Tony Fortino, John Franchini

Others Present: Corey Ouellette, Jack Bartlett, Patti Corlew (Zoning Administrator)

Meeting Commenced at 6:00 p.m.

Quorum was established with members Mrs. Tyler, Mrs. Hull, Mrs. Sutphin and Mr. Fortino being present.

The Board accepted the minutes of January 7, 2025.

RESOLUTION #2025-4

Motion by: Tony Fortino
Second by: Suzanne Tyler

RESOLVED, to accept the minutes of January 7, 2025 (without correction).

DULY ADOPTED ON THIS 6TH DAY OF MAY, 2025 BY THE FOLLOWING VOTE:

Ayes: Suzanne Tyler, Susan Miller, Sharon Sutphin, Tony Fortino
Nays: None

Before moving on to New Business, Mrs. Sutphin made the following statement, "before we look at this plan, I have several things I want to say and share with the board. I'm sure we all know that there is some controversy over this move. First, I want you all to know that I have full confidence in all members of this board to do the right thing for our community. I just want everyone to keep in mind that we are here only to approve, ask for additional information or if must be, deny the plan for good cause. Second, since 3 of 5 of the last major plans that came before this board, have not abided by the sealed plans that were presented to us, I would like the board to consider performance bonds as a requirement from this point forward. And last, if any members need to reclude themselves from this site plan review, please do so now".

(Mr. Franchini arrived during Mrs. Sutphin's statement).

The Board moved on to the matter of Site Plan Review 2025-1 by the Warrensburg Emergency Medical Services for properties located at 1

Mill Avenue and 101 River Street, to allow conversion of use to headquarters for the EMS with offices and a community event center. Mrs. Sutphin had a concern of whether the use is even allowed in the Hamlet Mixed Use zone. She brought up storage of transportation vehicles and wondered if it should be sent to the Zoning Board of Appeals.

Mrs. Corlew advised that she, as Zoning Administrator, is the one who determines whether it's an allowed use and if someone wants to appeal that, that they would have to file an application for an appeal/interpretation with the Zoning Board. Mrs. Sutphin asked the board if they want to send it back or keep it here. The Board decided to continue review of the site plan.

Mr. Corey Ouellette asked if any of the members had any questions regarding the information he provided with his application.

Mrs. Tyler asked what the outlining mark is representing on one of the pages in his application. He answered that was an outline of the vacant lots that are included with the sale (but they are not involved with the current project).

Mrs. Sutphin mentioned that the board was only provided with part of the plan.

Mr. Fortino asked about the offices. Mr. Ouellette said that the offices would be for the EMS. The part of the building offered to the public would be the event center.

Mrs. Sutphin indicated she is not happy with the plans that were provided. There is no indication of measurements and no elevations, and the plans are not to scale. They don't know if the building is safe and if it can be used for the proposed purpose.

Mrs. Tyler asked Mrs. Sutphin what specifically she is requesting that the EMS provide.

It was discussed that they could provide inspection reports to the Board.

Mrs. Sutphin would like information on elevations. Mr. Ouellette stated that they're only grading a small part of the ground.

Mr. Fortino asked where the water would go when it rains. Mr. Ouellette indicated that it would probably go wherever it goes now. Mr. Fortino indicated that the project involves changing the concept of the front.

Mr. Ouellette advised that he would need something in writing so that he can get the information to an engineer. Mr. Fortino and Mrs.

Sutphin discussed the fact that there's going to be a four foot raise and that will make a difference.

Mr. Ouellette stated (not meaning any disrespect) that he feels that no matter what he presents to the board, it is going to be wrong for some people on the board. He doesn't want to spend money that they get from taxpayers and they work very hard to be financially sustainable and then to come here after \$5,000, \$6,000 later then need something else. He wants to make sure he's providing the Board with everything that they're asking for.

Mrs. Sutphin stated the board wants plans to scale of the entire property. Mr. Ouellette stated that he will not give plans of the entire project as he is not comfortable paying for the design of the inside of the garage and go into depth and then run into further problems. He stated he needs to know that this project will be able to move forward before he spends the money. Mrs. Sutphin and Mr. Fortino stated that the board needs the plans in order to review the project and Mrs. Sutphin asked how the contractor is going to do the construction without plans. Mr. Ouellette stated that they can do it without plans, but he doesn't want to spend the money until he knows the project can move forward. And Mrs. Hull stated how can the board say go ahead and do this project, when they don't know what it's going to look like.

Mrs. Tyler asked if EMS has an architect and Mr. Ouellette indicated that yes, they do. She asked that Mr. Ouellette submit the preliminary plans the architect drew up for them.

Mr. Fortino and Mr. Ouellette discussed drainage and land disturbance further and where the sewer line runs.

Mrs. Hull asked about the easements mentioned in the supporting documents and Mr. Ouellette explained that they were pre-existing easements on the Small Tales and Enter Play Sports properties and the EMS is not looking for additional easements. Mrs. Hull inquired as to what happens if they want to develop the vacant lots in the back. Mrs. Corlew indicated that if they wanted to build on those lots, they would have to merge all the lots and they would most likely have to go through site plan review for whatever project they were going to do there.

Parking spaces were brought up and the fact that spaces would need to be a certain size.

Mrs. Sutphin advised that this process will take a little time. Mr. Ouellette stated that he wants to know specifically what the Board needs to see.

Mr. Franchini stated that Mr. Ouellette provided a very good general plan, but the board does need a plan designed by the architect and with the fact that they are modifying the drainage, that is important for the board to see.

The Board further discussed the information they want the EMS to submit.

It was mentioned that the Planning Board is not here to deny the project so much as approving how the plan is and if they don't like something about it.

Mr. Franchini inquired as to the property being in the historical district, would there be any modifications to the building and Mr. Ouellette stated that the office building would stay the way it is and he would like to see the "Small Tales" building have a similar look.

Mrs. Corlew spoke about the "future" breezeway indicated on the plans and advised Mr. Ouellette that if the EMS plans on constructing that, the lots would need to be merged prior commencement of that project.

After more discussion, the Board made a list of the items they would like the EMS to submit: an inspection approval for the conversion of Small Tales, plans to scale, elevations, grading and drainage, a lighting plan and landscaping detail.

Mr. Ouellette is hoping to have all the information for the Planning Board's June meeting.

With there being no communications or comments from the Board, a motion was made by Susan Hull and seconded by Tony Fortino to adjourn the Planning Board meeting at 6:58 p.m.

Respectfully submitted,

Patti Corlew
Recording Secretary

Pb05062025

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