

**Minutes for March 25th 2015**  
**Town of Amboy Planning Board**

Amboy Town Hall  
State Route 69, Amboy, NY

**I. Meeting called to order at 7:10 pm, Quorum Present**

Members Present: Tim Kelley, Bruce Walters, Alix Krueger, Myrna Stone, Tom Vona, and alternate member John Paninski. Also in attendance was Supervisor Leemann, Town Board member Frank Romanowski, and Paul Baxter from the Tug Hill Commission.

**II. Review & Approved February 2015 Minutes:**

Myrna made a motion to accept the February minutes, Bruce seconded, all in favor.

**III. New Business:**

1. The board welcomed John Paninski who has been appointed to the position of Alternate Planning Board Member. John attended as workshop in West Monroe put on by the Tug Hill Commission.

**IV. Old Business:**

1. The board, and the town board members present, had a lengthy discussion about the job descriptions for codes/zoning officer. The outcome was that there should be three separate job descriptions; Codes Enforcement Officer, Zoning Enforcement Officer, and Building Inspector. These would be non-competitive, appointed positions.
2. The task of writing draft job descriptions for each of these three job titles was split up between board members. Myrna- Code Enforcement Officer; Alix- Zoning Enforcement Officer; and Tom- Building Inspector. These drafts should be ready for review at the next planning board meeting.
3. Board members coordinated transportation for the following day to the Local Government Conference held in Watertown.

**V. Adjournment.**

Alix made a motion to adjourn the meeting, meeting adjourned at 8:10 pm.

**Next Meeting: Wednesday, April 29<sup>th</sup> 2015, 7pm**

*Note: These minutes stand as a report to the Amboy Town Board and are submitted to the Town Clerk as a permanent record of the Planning Board meeting.*