

**Planning Board  
Zoom Hybrid Meeting  
Meeting Minutes  
February 4, 2025  
Approved: February 18, 2025**

**Board Members Present:** Chair Karl Klankowski, Vice Chair Linda Liddle, Jeff McDonald, Mo Klein, Bart Gragg

**Quorum Present**

**Applicants Present:** Kyle Koskinen, Katrina Madeiros

**Applicants Present on Zoom:** Daniel Smith

**Town Staff Present:** Niels Tygesen, Mollie Duell

**Members of the Public Present:** Matt Bergen

**Members of the Public Present on Zoom:** Simon Bernnard

**Proceedings**

Chair Karl Klankowski called the meeting to order at 7:00 PM at Town Hall.

**Approval of Agenda**

**Motion:** Klein motioned to approve the agenda; Liddle seconded.

**Vote:** Chair Klankowski, aye; Liddle, aye; Klein, aye; McDonald, aye; Gragg, aye.

**Motion Carried.**

**Approval of Past Minutes**

**Motion:** Klein motioned to approve the January 21 meeting minutes as written; McDonald seconded.

**Vote:** Chair Klankowski, aye; Liddle, aye; Klein, aye; McDonald, aye; Gragg, aye.

**Motion Carried.**

**Privilege of the Floor**

No members of the public addressed the Board pertaining to items not on the agenda.

**Motion:** Klein motioned to close privilege of the floor; McDonald seconded.

**Vote:** Chair Klankowski, aye; Liddle, aye; Klein, aye; McDonald, aye; Gragg, aye.

**Motion Carried.**

**Old Business Items**

**MNSUB2412-01: Koskinen 2 Lot Land Division, Sketch Plat Review  
4248 Waterburg Rd, Parcel Number 23.-3-11.22**

The applicant and property owner, Roger Koskinen, applied for a minor subdivision for the subject site to subdivide the existing 37.9 acre lot into two lots, Parcel A approximately 6.29 acres and Parcel B approximately 31.64 acres. The A/R zone requires a minimum lot area of 2 acres, 200 feet of lot depth, and 400 feet of lot width at the front lot line per the Code of the Town of Ulysses ([CTU 212-29](#)).

No comments were received from the public.

**Motion:** Klein motioned to close the public hearing; Gragg seconded.

**Vote:** Chair Klankowski, aye; Liddle, aye; Klein, aye; McDonald, aye; Gragg, aye.

**Motion Carried.**

**Motion:** Klein motioned to approve [Planning Board Resolution 2025-002](#): Resolution of SEQR Determination for the Koskinen 2 Lot Land Division Located at 4248 Waterburg Road, Town of Ulysses, Tax Parcel 23.-3-11.22; Gragg seconded.

**Vote:** Chair Klankowski, aye; Liddle, aye; Klein, aye; McDonald, aye; Gragg, abstain.

**Motion Carried.**

**Motion:** Liddle motioned to approve [Planning Board Resolution 2025-003](#): A Resolution of Final Subdivision Approval of the Koskinen 2 Lot Land Division Located at 4248 Waterburg Road, Town of Ulysses, Tax Parcel 23.-3-11.22; Klein seconded.

**Vote:** Chair Klankowski, aye; Liddle, aye; Klein, aye; McDonald, aye; Gragg, abstain.

**Motion Carried.**

### **MNSUB2412-02: Smith 2 Lot Land Division, Sketch Plat Review 3182 Waterburg Rd, Parcel Number 36.-2-9.2**

The applicant and property owner, Daniel Smith, applied for a minor subdivision for the subject site to subdivide the existing 117.77 acre lot into two lots, Parcel A approximately 11.57 acres and Parcel B approximately 106.2 acres. The A/R zone requires a minimum lot area of 2 acres, 200 feet of lot depth, and 400 feet of lot width at the front lot line per the Code of the Town of Ulysses ([CTU](#)) [212-29](#).

Chair Klankowski noted a new map showing frontage measurements was provided.

No comments were received from the public.

**Motion:** Klein motioned to close the public hearing; Liddle seconded.

**Vote:** Chair Klankowski, aye; Liddle, aye; Klein, aye; McDonald, aye; Gragg, aye.

**Motion Carried.**

**Motion:** Klein motioned to approve [Planning Board Resolution 2025-004](#): Resolution of SEQR Determination for the Smith 2 Lot Land Division Located at 3182 Waterburg Road, Town of Ulysses, Tax Parcel 36.-2-9.2; Gragg seconded.

**Vote:** Chair Klankowski, aye; Liddle, aye; Klein, aye; McDonald, aye; Gragg, abstain.

**Motion Carried.**

**Motion:** Klein motioned to approve [Planning Board Resolution 2025-005](#): A Resolution of Final Subdivision Approval of the Smith 2 Lot Land Division Located at 3182 Waterburg Road, Town of Ulysses, Tax Parcel 36.-2-9.2; Liddle seconded.

**Vote:** Chair Klankowski, aye; Liddle, aye; Klein, aye; McDonald, aye; Gragg, abstain.

**Motion Carried.**

### **New Business Items**

#### **2025 Board Member Training**

The Board discussed the Town and New York State training requirements. Each year, Planning Board members are obligated to comply with both the State's and Town's training requirements. Per the [Consolidated Laws of New York Chapter 62.16.271.7-a](#), four hours of training designed to enable members to more effectively carry out their duties must be completed, any additional training may be carried over to succeeding years. Per the [Code of the Town of Ulysses Chapter 212-17.E](#) and [Town Board Resolution 2025-31](#), members must comply with State law noted above and must complete annual

training in sexual harassment prevention, Civil Rights Title VI, and ethics, provided by the Town.

**Board and Staff Member Reports**

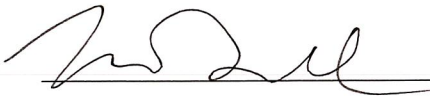
Tygesen noted a new tram project would be discussed at the next meeting on February 18. Construction of the new facility at CARS is in progress and footers are in.

**Motion:** Klein motioned to adjourn; Gragg seconded.

**Vote:** Chair Klankowski, aye; Liddle, aye, aye; McDonald, aye; Klein, aye; Gragg, aye.

**Motion Carried.**

ADJOURNED 7:33 PM

A handwritten signature in black ink, appearing to read 'M Duell', is written over a horizontal line.

Mollie Duell

Planning Board Secretary