

Town of Lyme Planning Board

12175 NYS RT. 12 E
CHAUMONT, NY 13622
JANUARY 6TH, 2026

315-649-2788

(FAX)315-649-2049

Planning Board Members:

Reg Schweitzer, Chair
Susan Warner
Gail Miller
Jake Savage

Others Present: Community Member Fred Jackson, Town Board Member Jen Kingsley, Town Supervisor Mark Zegarelli

Call to Order: Reg Schweitzer calls the meeting to order and establishes a quorum at 6:30 pm.

Public Hearings:

- **Hunter Subdivision**
 - Motion to open the public hearing is made by Sue Warner, 2nd by Jake Savage. No one requests to speak. Gail Miller makes a motion to close the public hearing, 2nd by Sue Warner. All in favor, none opposed.

Approval of Minutes:

- December 2nd Meeting minutes.
 - Jake Savage mentions December's draft meeting minutes have still not been posted to the public on the Town Website.
 - Motion to approve the minutes is made by Sue Warner and seconded by Jake Savage. All in favor, none opposed.

Public Comments (other than agenda items): None

Old Business:

- **Hunter Subdivision**
 - Reggie reviews the SEQR and confirms no or small impact on all items.
 - Motion to treat the subdivision as a negative declaration is made by Gail Miller and seconded by Sue Warner. All in favor, none opposed.
 - Motion to approve the subdivision as presented is made by Sue Warner and seconded by Gail Miller. All in favor, none opposed.

New Business:

- **Applicants for the Planning Board Vacancies**

- Discussion on the applications for those who have applied for the planning board vacancies.

Other/Correspondence:

- **Need for PB Secretary**

- Discussion on the need for a new secretary.
- Discussion on advertising for the secretary and other planning board members.
- Discussion on Oath of Office Requirements.
- Discussion on Job Descriptions and the Town of Lyme Bylaws.
- Discussion on the Meeting Agendas and when to be completed and posted to the public on the Town Website.
- Discussion on using Facebook for Town postings.
- Reggie sets the next meeting date for February 3rd.

Adjournment: Motion to adjourn made by Reg Schweitzer, 2nd by Gail Miller. Meeting adjourned.

Next Meeting: February 3rd, 2026