



**TOWN OF KINGSTON  
PLANNING BOARD**

906 Sawkill Road, Kingston, NY 12401

**Meeting Minutes**

**Town of Kingston  
Planning Board Meeting Minutes**

**Date:** April 20, 2026

**Time:** 7:05 pm

**Location:** Town of Kingston (in-person meeting)

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**1. Call to Order**

Chairman **John-Paul Sliva** called the Town of Kingston Planning Board meeting to order.

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**2. Roll Call**

**Present:**

- John-Paul Sliva, Chairman
- Rebecca Johnson, Deputy Chair
- Dixon Onderdonk, Member
- Casey Schwarz, Member
- Sam Curbelo, First Alternate
- Jonathan Hubschman, Second Alternate

**Absent:**

- Robby Long, Member

A quorum was present.

Also present: Town Board Member and PB Liaison Kenn Hurley, and town resident Kathy Renaud.

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**3. Preliminary Remarks – Meeting Setup & Minutes Process**

The Chair explained the revised seating configuration and invited feedback on room layout, noting that applicant seating was intentionally positioned near the easel.

The Chair further explained a **new minutes preparation process**, including:

- Recording Planning Board meetings on video,
- Generating a transcript from the recording,
- Using AI to prepare detailed draft minutes,
- Human review and correction (primarily names, motions, and votes),
- Circulation of draft minutes for Board review prior to formal approval.

The Chair emphasized that this process:

- Reduces administrative burden on Planning Board members,
- Removes the unfair expectation that a full voting member also prepare minutes,
- Produces more thorough and prompt minutes,
- Includes checks and balances through Board review and approval.

Several members expressed support for the approach, while noting:

- The importance of retaining records of motions in the event of a recording failure,
- The need for clear speaking for transcription accuracy,
- Concerns around digital security and data integrity.



The Chair stated that the Board's authority to approve or reject minutes remains unchanged and that any errors would be identified during review.

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#### **4. Discussion: Accuracy, Detail, and Scope of Minutes**

A member raised a concern regarding attribution of statements in the draft minutes and whether seating arrangements had been represented as previously agreed upon.

The Chair clarified that:

- Minutes are not intended to be verbatim transcripts,
- Excessive detail can be counterproductive in public records,
- Strategic summarization is appropriate for clarity and future reference,
- Errors can and should be corrected through the established review process.

The Board generally agreed on the importance of balancing thoroughness with conciseness.

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#### **5. Approval of March 2026 Meeting Minutes**

Minor corrections were identified:

- Correction of the spelling/formatting of **John-Paul Sliva's** name,
- Removal of language characterizing a level of government as "higher",
- Correction of an applicant name spelling under Item 5 of a prior application.

#### **Motion:**

Made by **Casey Schwarz** to approve the prior meeting minutes with the noted minor corrections.

**Second: Dixon Onderdonk**

**Vote:** All members present vote in favor.

**Motion carried.**

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#### **6. New York State DEC Environmental Resource Mapper**

The Chair introduced the **New York State DEC Environmental Resource Mapper**, describing its purpose and relevance to Planning Board review, particularly wetlands identification.

Key points included:

- The tool supplements (but does not replace) formal wetlands determinations by DEC,
- Recent and pending changes to State wetlands law may expand regulated areas beyond mapped boundaries,
- Planning Board members should not rely solely on historic maps,
- Site visits may be critical in evaluating potential wetlands concerns,
- Formal jurisdictional determinations must be made by DEC, not the Planning Board.

The Chair encouraged members to familiarize themselves with the tool.

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#### **7. Training Opportunities**

It was noted that:

- Several members are scheduled to attend wetlands recognition training on **May 19, 2026**,
- The Town has secured memberships for Planning Board members with the **New York Planning Federation (NYPF)**,
- Training access will be coordinated via Town-issued email accounts.

Members discussed:

- Use of Town email for record-keeping and FOIL considerations,
- Logging training hours with the Town Clerk,
- Sharing training topics and knowledge with the public to demonstrate Board professionalism.



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## 8. SEQR (State Environmental Quality Review) Law Amendments

The Chair reported that:

- Proposed State amendments to SEQR are under consideration,
- Advocacy organizations have raised concerns about overly broad exemptions,
- There may be potential impacts to multi-unit residential projects,
- The effect on the Town of Kingston is expected to be limited due to zoning constraints,
- The Board will monitor developments and impacts on local review authority.

A brief discussion followed regarding:

- The importance of site-specific impacts,
- Risks posed by vague statutory language,
- Potential effects on neighboring municipalities.

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## 9. Comprehensive Plan Update

The Chair advised that:

- The Town has initiated a new Comprehensive Plan effort,
- A committee has formed and is beginning work,
- Planning Board review will be required for any zoning amendments resulting from the plan,
- Additional opportunities for committee participation will be clarified at an upcoming Comprehensive Plan meeting on **April 29, 2026, at 7:00 PM.**

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## 10. Future Meetings & Informal Training Discussions

The Board discussed:

- The possibility of informal meetings to share training insights,
- Legal and perception concerns surrounding quorum and public meeting laws,
- The need to consult the Town Attorney regarding permissible discussions outside formal meetings.

The Chair agreed to follow up with counsel and report back.

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## 11. Adjournment

**Motion to Adjourn:**

Made by **Rebecca Johnson.**

**Second: Casey Schwarz.**

**Vote:** All in favor.

**Motion carried.**

The meeting was adjourned at 8pm.

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Approved May 18, 2026