

**VILLAGE OF CENTRAL SQUARE
3125 EAST AVENUE
CENTRAL SQUARE, NY 13036**

**PLANNING BOARD MEETING
June 26, 2025 – 7PM**

**PLANNING BOARD MINUTES
APPROVED**

The Village of Central Square Planning Board met at the Village Hall on Thursday, June 26, 2025, at 7PM. Board members in attendance were Chairwoman Maryellen Commisso, Robin Hansen, Maggie Kirkby and Matthew Stevens. Susan Welke was absent.

Call to Order:

Chairwoman Maryellen Commisso called the meeting to order at 7:08 PM and started with the Pledge of Allegiance. All Board Members were signed in.

New Business:

Chairwoman Commisso declared that Oswego County has approved the Village of Central Square 2013 Comprehensive Plan and has it recorded as such. The secretary provided the Board with emails from Luke at Oswego County Department of Planning which included items that should be included in an updated Comprehensive Plan.

Commisso asked the secretary to please email the Town of Hastings Clerk and ask if it was feasible for the Town of Hastings to combine a Comprehensive Plan that would work for both entities. By Motion made by Chairwoman Commisso, seconded by Maggie Kirkby. Chairwoman Commisso, Robin Hansen, Matthew Stevens and Maggie Kirkby were all in favor. Motion carried. The secretary will then update members of the planning board.

The Planning Board members received Matthew Stevens resignation – a copy is attached.

Discussion was had on securing a new planning board member now that Matthew had resigned. Several suggestions were made; including asking the Board of Trustees.

Chairwoman Commisso asked if anyone had heard the term of “flex space” before the recent webinar. The secretary will put together the slides and verbiage from the webinar and send to Chairwoman Commisso to draft a letter bringing it to the Board of Trustees attention and asking them to send it to the lawyer as a possible new local law banning these.

A motion by Robin Hansen asking the secretary to compile information from the webinar on June 26, 2025, for Chairwoman Commisso to bring to the Board of Trustees, seconded by Maggie Kirkby. Chairwoman Commisso, Robin Hansen, Matthew Stevens and Maggie Kirkby were all in favor. Motion carried.

Old Business:

The Planning Board reviewed the previous months' minutes, a motion was made by Matthew Stevens to accept the amended May 22, 2025, Planning Board Meeting minutes. Maggie Kirkby seconded the motion. Chairwoman Commisso, Robin Hansen, Matthew Stevens and Maggie Kirkby were all in favor. Motion carried.

Next Scheduled Meeting:

Chairwoman Commisso scheduled the next Planning Board Meeting for Thursday, July 24th and the following meeting on Thursday, August 28th both at 7PM.

Close Meeting:

At 7:55 PM, a motion was made by Chairwoman Commisso and seconded by Matthew Stevens to adjourn the meeting. All were in favor.

Respectfully submitted,

Krista Ruzekowicz,
Planning Board Secretary

Approved July 24, 2025

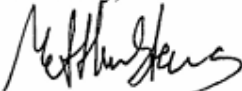
Chairwoman Commisso,

I do hereby submit my resignation from the Village of Central Square Planning Board, effective July 1st. With my recent election to Central Square's Board of Trustees, I must resign in order to comply with relevant "two hat" prohibitions. While I did not make this decision lightly, I find that it is the best way I can serve our great community.

I want to thank you for your leadership, and for the incredible work of all members of the Planning Board. Since I joined the board in February of 2024, we have made tremendous progress in community development. We worked to revise the Comprehensive Plan, the key document that sets a vision that all Village decisions must be supported by. We drafted a local law proposal to support affordable housing that maintains the unique character of our community. We additionally approved site plans for multiple projects that expand the residential capacity of our village. Lastly, we engaged with local businesses and provided feedback on several private initiatives to promote community within the village.

I will undoubtedly miss working with members of this board in this capacity. However, I take with me to the Board of Trustees a profound amount of knowledge about the concerns of our community, and the vision we must take actions to work towards. I am incredibly thankful to my fellow planning board members, not only for their support of me throughout my time on the planning board, but for the tremendous service they provide our community through their tenure on the board.

Sincerely,

A handwritten signature in black ink, appearing to read "Matthew Stevens", written in a cursive style.

Matthew Stevens

CC: Deputy Clerk, Planning Board