

MINUTES
Town of Vienna
Planning Board (PB) - Regular Meeting
February 19, 2026

Call to order: Orrin MacMurray called the meeting to order at 7:00 pm with a quorum of 5 members.

Attendance:

Board Members: Orrin MacMurray (Mac), Bill Shaughnessy, Dave Carpenter, Martha Link, Mike Fischer, and Tammy Crawford (7:10). Miranda Ward was unable to attend.

Others: Secretary Kathy Pavelock, Town Council Liaison Darrin Smith and a few residents.

Codes/Zoning Officer Reay Walker was unable to attend.

Minutes Approval:

Bill Shaughnessy made **the motion to approve the “January 15, 2026, regular meeting minutes”**, seconded by Dave Carpenter. No discussion. Poll vote: Orrin MacMurray – Aye

Bill Shaughnessy – Aye Miranda Ward – Absent Martha Link – Aye

Tammy Crawford – Absent for this vote Dave Carpenter – Aye

Mike Fischer – Abstain **Motion Carried 4 to 3.**

Correspondence: Secretary Pavelock summarized the correspondence on the agenda including:

- Prepared and distributed Letter of Determination for SUP2025-04 (Galway).
- Prepared a Planning Board “Laws & Information” notebook for newly appointed member Mike Fischer.
- Assisted with preparations for the Public Information meeting held on February 12.
- Received a new Reallotment application.
- Received updated Employee Handbooks distributed to the board this evening. Signed acknowledgement pages will be provided to the Town Clerk by Secretary Pavelock.

Interim Chairman Mac welcomed newly appointed member Mike Fischer who will complete the term ending 2031 which has been vacant since the beginning of the year.

Public Hearings: None

Unfinished Business: None

New Business:

Relot2026-01 Newman Mark/Katrina (Jeff Moore); Reallotment 3114 Haskins Rd; 218.000-1-76.1 and 76.2; 3 and 29 acres; Zone WR. Jeff Moore representing the property owners described the .9 acre change between ...76.1 and ...76.2. .9 acres are being taken from the east side of ...76.1 and being added to ...76.2. .9 acres are being taken from the Creekside of ...76.2 and being added to ...76.1. The board had no questions after review of the application and plat. Mike Fischer made the **motion to approve Relot2026-01**, seconded by Bill Shaughnessy. No Discussion. Poll vote:

Orrin MacMurray – Aye Bill Shaughnessy – Aye Miranda Ward – Absent

Martha Link – Aye Tammy Crawford – Aye Dave Carpenter – Aye

Mike Fischer – Aye **Motion Carried 6 to 1.**

Interim Chairman Mac will sign the plats at the end of the meeting.

Sketch Plan Review: None

Other & Public Comments:

- Zoning Law Update
 - Mac summarized the current status of the proposed changes and provided a document of the 16 items on the list. He specifically summarized the following items: Battery Storage, Permit expirations and renewals, Building size maximums for Commercial and Hamlet Commercial, Short-term Rentals, and Campgrounds.
 - The Tug Hill commission will assist with redlines with a draft expected by the end of March.
 - Mr. and Mrs. Buell (Time Out Campground) asked several questions related to campgrounds including:
 - Informed us that cabins will be treated as short-term rentals for tax purposes as relayed by Jerry Rose from Oneida County.
 - Provided Mac a copy of the Oneida County rules for campgrounds.
 - Concerned about the setbacks as it will limit his plans to expand his campground in the future. Mr. Buell suggests a 15' setback for new developments.
 - Jeff Moore provided a write-up to Mac suggesting a tiered approach to rentals.
 - Mac asked the board to review the current paperwork and provide feedback to him.
 - The next Campground Owners Information Meeting will be held late March or early April. Mac and Kathy will coordinate the exact dates and will plan on 3pm-6pm for the time.
- Local Government Conference (LGC) – Kathy has the Town check for attendance at the LGC. Registration forms were provided by Bill, Tammy, and Martha. Mac is already registered. Dave, Mike, and Miranda do not wish to attend. Kathy will send in the registrations by the end of February.

Next Meeting: March 19, 2026. New agenda items are due to the secretary by March 12, 2026.

Bill Shaughnessy made a **motion to adjourn**, seconded by Tammy Crawford. **Motion carried 8:40 pm.**

Minutes prepared by:

/s/Kathy Pavelock

Planning Board Secretary