



PLANNING BOARD  
REGULAR MEETING  
*Summary of Actions*  
January 28, 2025

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1. **CALL TO ORDER & PLEDGE OF ALLEGIANCE:** *Chair Kaszuba called the meeting to order at 2:00 p.m. and led the attendees with the Pledge of Allegiance.*
2. **ROLL CALL & DETERMINATION OF QUORUM:** *A quorum was established with four members and two alternates present.*
  - A. Oaths of Office – *administered by Ms. Stewart.*
  - B. Election of Chair – *Re-elected Mr. Kaszuba as Chair.*
  - C. Election of Vice-Chair – *Re-elected Mr. Carney as Vice-Chair.*
3. **ADOPTION OF THE AGENDA:** *Adopted as presented; 5-0, consensus.*
4. **APPROVAL OF THE MINUTES:**
  - A. September 24, 2024- *Approved as presented; 5-0, consensus.*
5. **REPORT OF STAFF:** *No actions taken.*
6. **CORRESPONDENCE/DISCLOSURE OF EX-PARTE COMMUNICATION.**
7. **HEARING OF CASES (Public hearings/Quasi-Judicial matters):** *None.*
8. **BUSINESS ITEMS/PUBLIC HEARINGS:**
  - A. Annual Board Member Training and Form 8-B Review – provided by Attorney New
9. **PUBLIC PARTICIPATION:** *No actions taken.*
10. **BOARD DISCUSSION:** *None.*
11. **ADJOURNMENT:** *The meeting was adjourned at 2:53 p.m.*