



Ulster County

PLANNING DEPARTMENT

244 Fair Street, PO Box 1800
Kingston, N.Y. 12402-1800

Dennis Doyle, Director

PATRICK K. RYAN
County Executive

October 19, 2021

Supervisor Mike Baden
Town of Rochester
PO Box 65
Accord, NY 12404

Re: Ulster County Planning Board Member's Term Expiring – Action Required

Dear Supervisor Baden:

Ulster County Charter Section C-49(A) and Section A7-5(A) of the Administrative Code define the process for appointing regular and alternate members to the Ulster County Planning Board. "There shall be a County Planning Board consisting of 25 members and associated alternate members. Members and their alternates shall be appointed by the County Legislature to serve for four-year terms. The Town Board or Village Board of each town and village in Ulster County shall recommend for consideration and appointment by the Legislature one person and one alternate from that town or village. The City of Kingston shall recommend for consideration and appointment by the Legislature two persons and two alternates from that city."

Listed below are the names, term, and eligibility status of your representative to the Board:

➤ **Regular Member**

<u>Name</u>	<u>Term ends</u>	<u>Eligibility Status</u>
Mike Baden	Dec 31, 2021	Meets Training Requirement

➤ **Alternate Member**

Erin Enouen	Dec 31, 2021	Does Not Meet Training Requirement
-------------	--------------	------------------------------------

In order to have an official appointment, for members seeking reappointment or for appointment of new members, the following is necessary:

1. Either minutes of the Town Board meeting – or – a resolution from the Town board recommending the (re)appointment of a member (and alternate).
2. A resume or background letter for proposed member (and alternate).

Board members seeking reappointment must have completed the required four (4) hours training to be eligible. Please contact Marianne Ananew at 340-3340 if you have any questions regarding the training status of existing board members seeking reappointment.

Once documents are received by our office, a resolution will be prepared for the Ulster County Legislature for their vote and final approval of the appointment. A new four-year term will run from January 1, 2022-December 31, 2025.

Sincerely,

Dennis Doyle

Cc: Kathleen Gundberg – Town Clerk