Minutes of the Town of Chesterfield Planning Board Meeting Held on Tuesday, July 7, 2026 at Town of Chesterfield Office, 1 Vine Street, Keeseville, County of Essex and State of New York Pursuant to Due Notice.

Chairman Prescott called the Meeting to order at 5:30 PM.

Everyone stood for the Pledge of Allegiance.

Those present:

Chairman:	Andrew Prescott
Member:	Terry Jandreau
Member:	Mark Allen
Member:	Greg Zais
Member:	Randy Pray
Member:	Benjamin Shankwitz
Code Officer:	Trent Gravelle
Supervisor:	Clayton Barber
Clerk:	Bruce Bourgeois

Guests present:

Ridge Perkett   Kelsey Carr (Labella Associates)   William Lyons

Upon a motion by Member Zais and seconded by Chairman Prescott and unanimously carried it was

#20 Resolved: That the Minutes of the Planning Board Meeting held on June 2, 2026 be accepted.

Chairman Prescott informed the Board this is the second step of the proposed project. The surveys are not stamped because Labella's engineer did not do the survey. The lots have not been flagged or pinned. There is no copy of the deed due to Town of Chesterfield ownership.

Ms. Carr noted the proposed units are similar as originally proposed but on smaller lots with a 6-acre parcel dividing the parcel into 3 units on each side of the nature area.

Member Allen opened a conversation on overhead versus underground electric lines. Supervisor Barber noted NYSEG would not do the underground unless either the Town or Labella paid for it. Ms. Carr noted the cost and fees would be prohibitive and if forced would kill the project. Supervisor Barber noted NYSEG would probably not do it regardless of cost anyway according to his resources.

Upon a motion by Chairman Prescott and seconded by Member Jandreau and approved with Member Allen voting in the negative it was

#21 Resolved: To accept the proposed subdivision application of a 6-unit subdivision on Thompson Road in Keeseville as complete and can continue the process to a Public Hearing with the stipulation the lots need to be flagged and the proper stamps and signatures applied to site drawings.

Member Zais opined this was another example of the need to update the Town of Chesterfield Zoning Law.

Member Jandreau suggested the Board does not want to change the flavor of the neighborhood.

Supervisor Barber added the Town of Chesterfield would be paying for installation of the water line but the Town Board is getting pushback from residents.

Chairman Prescott introduced Ridge Perkett. Mr. Perkett had reached out to Member Jandreau for information on a Special Permit to expand the Port Kent Campground. This meeting with constitute as an initial submission.

Mr. Perkett presented the Board with a conceptual layout of a 20-site expansion of the Campground. The expansion will not be seen from either Route 373 or Trembleau.

Member Pray asked if the expansion was just south of the previous expansion.

Mr. Perkett replied in the affirmative. The sites are staked out but nothing has been started.

Member Zais asked how the units would be stacked.

Mr. Perkett informed the Board the sites will be a family compound unit with a shared driveway. Code Officer Gravelle says no fire lane needed. The Campground is open usually May1 to October 15.

Member Jandreau noted the need for Health Department Approval. A permit application has been submitted to the APA and the Campground is still waiting on results of that application.

Upon a motion by Member Jandreau and seconded by Member Zais and unanimously carried it was

#22 Resolved: to accept the proposed 20-site enlargement of Port Kent Campground as a viable project and allows the project to proceed to the next step of a complete submission.

Chairman Prescott advised Mr. Perkett to let his engineer know the Planning Board will be strict on final approval of the project.

Chairman Prescott presented the Board with a list of Building and Zoning Fees for review.

Clerk Bourgeois suggested the Board review and update fees and any other items at an “End of Year” or “Organizational” Meeting to shadow the Town Board.

Upon a motion by Member Jandreau and seconded by Chairman Prescott and unanunimously carried it was

#23 Resolved: To schedule an Organizational Meeting for a date to be determined in December 2026.

Chairman Prescott informed the Board the Zoning Grant application deadline is end of July. Six letters of support have been generated to the Department of State.

Member Zais asked about the expectation of the grant reward. Chairman Prescott expects next year. The process is more competitive and the odds if a grant award are less than the Comprehensive Plan but are better seeing the NY Forward Grant approval as well as the formation of the Climate and AARP committees.

Chairman Prescott gave a brief synopsis on the proposed glampground. The original eight domes will have neither kitchens nor bathrooms. The owners will be at the August Planning Board meeting. The owners have used Google Earth to place units and roads to produce a very environmentally conscious plan.

Chairman Prescott informed the Board there has been no determination on the proposed Lacy subdivision.

With no other business to come before this Planning Board, Chairman Prescott adjourned this meeting of July 7, 2026 at 6:44 PM.