



TOWN OF SOUTHPORT

1139 Pennsylvania Avenue
Elmira, NY 14904

**MINUTES TO BE APPROVED
BY BOARD OF APPEALS**

BOARD OF APPEALS

MINUTES

WEDNESDAY, APRIL 16, 2025

ORGANIZATIONAL MEETING

ELECTION OF OFFICERS, MEETING DATE & TIME FOR 2025

5:00 PM

(Note the meeting time was agreed upon for the organizational 2025 meeting only)

**SOUTHPORT TOWN HALL
1139 PENNSYLVANIA AVENUE
ELMIRA, NY 14904**

Minutes of the organizational meeting of the Zoning Board of Appeals, Town of Southport held at the Southport Town Hall, 1139 Pennsylvania Avenue, Elmira, New York on April 16, 2025 at 5:00 pm. The organizational meeting was held at 5:00 p.m.

Item No. 1 - Call to Order

Board Members Present:

Attendance

Belinda Combs
Justin Faulkner
Susan Silvers
Kenneth Wrigley

Alternate Present: Kent Collier

Board Member Absent:

Shawn Crater

Others Present:

Peter Rocchi, Town Code Enforcement Officer
Bonnie Balok, Secretary-Zoning Board of Appeals

Item No. 2 - Organizational Meeting

The organizational meeting was called to order by Mr. Faulkner. The purpose of the organizational meeting was to elect a chairman, vice-chairman, secretary and select a meeting day and meeting time.

Resolution No. 1

Appointment of Justin Faulkner, Chairman of the Zoning Board of Appeals, Town of Southport for the year 2025.

Resolution by: Silvers

Seconded by: Combs

Whereas, the Zoning Board of Appeals held an organizational meeting to elect a chairman for the year 2025, and
Whereas, Ms. Silvers made a motion to nominate Justin Faulkner as Chairman, and Ms. Combs seconded the motion.
Resolved, Justin Faulkner will serve as Chairman of the Zoning Board of Appeals, Town of Southport for the year 2025.

Ayes: Collier, Combs, Silvers, Wrigley

Abstained: Faulkner

Nays: None

Carried.

Resolution No. 2

Appointment of Susan Silvers, Vice-Chairman Zoning Board of Appeals, Town of Southport for the year 2025.

Resolution by: Combs

Seconded by: Wrigley

Whereas, the Zoning Board of Appeals held an organizational meeting to elect a vice- chairman for the year 2025 and
Whereas, Ms. Combs made a motion to nominate Susan Silvers, and Mr. Wrigley seconded the motion.
Resolved, Susan Silvers will serve as Vice-Chairman, Zoning Board of Appeals, Town of Southport for the year 2025.

Ayes: Collier, Combs, Faulkner Wrigley

Abstained: Silvers

Nays: None

Carried

Resolution No. 3

Appointment of Bonnie Balok, Secretary, Zoning Board of Appeals, Town of Southport for the year 2025.

Resolution by: Faulkner

Seconded by: Silvers

Whereas, the Zoning Board of Appeals held an organizational meeting to elect a secretary for the year 2025, and
Whereas, Mr. Faulkner made a motion to nominate Bonnie Balok, and Ms. Silvers seconded the motion.
Resolved, Bonnie Balok will serve as Secretary, Zoning Board of Appeals, Town of Southport for the year 2025.

Ayes: Collier, Combs, Faulkner, Silvers, Wrigley

Nays: None

Carried:

Resolution No. 4

Meeting Day for the Zoning Board of Appeals, Town of Southport shall be the third Wednesday of each month for the year 2025

Resolution by: Faulkner

Seconded by: Silvers

Whereas, the Zoning Board of Appeals held an organizational meeting to select a meeting day for the year 2025, and
Whereas, Mr. Faulkner made a motion to set the meeting day as the third Wednesday of each month, and Ms. Silvers seconded the motion.

Resolved, the third Wednesday of each month shall be the meeting day for the Zoning Board of Appeals for the year 2025.

Ayes: Combs, Crater, Faulkner, Silvers, Wrigley

Nays: None

Carried:

Resolution No. 5

Meeting Time for the Zoning Board of Appeals, Town of Southport shall be 7:00 p.m. for the year 2025

Resolution by:Combs

Seconded by: Wrigley

Whereas, the Zoning Board of Appeals held an organizational meeting to select a meeting time for the year 2025, and
Whereas, Ms. Combs made a motion to set the meeting time as 7:00 pm each month, and Mr. Wrigley seconded the motion.
Resolved, 7:00 p.m. shall be the meeting time for the Zoning Board of Appeals for the year 2025.

Ayes: Collier, Combs, Faulkner, Silvers, Wrigley

Nays: None

Carried:

Item No. 3 - Approval of Minutes of July 17, 2024.

The Board members agreed to table voting on the minutes of July 17, 2024 until the next ZBA meeting.
(Note ZBA 2024 Meetings: January-July 2024; No Meetings: August-December 2024)

Item No. 4 – Discussion

Training session for ZBA members at Corning Community College-June 2025. Details to be emailed to ZBA members.

Organizational Meeting Adjourned: 5:25 pm

Motion: Ms. Silvers Seconded: Ms. Combs

Original on File: Town Clerk

Copy: Town Supervisor-----Town Attorney----Town Code Enforcement Officer-
Zoning Board of Appeals---Town Board-----Town Planning Board

Bonnie Balok, Secretary
Zoning Board of Appeals
April 22, 2025

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