

# HERKIMER COUNTY PLANNING BOARD

COUNTY OFFICE BUILDING • HERKIMER, NEW YORK 13350

**Staff:**  
**HERKIMER-ONEIDA COUNTIES**  
**COMPREHENSIVE PLANNING**  
**PROGRAM** • At Union Station  
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## MINUTES

Herkimer County Planning Board  
Monday, July 21, 2025

The Herkimer County Planning Board (HCPB) met in person on July 21, 2025, and the meeting was called to order at 12:01 p.m.

The following were present:

Les Stephens, HCPB Chairperson  
Bob Drummond  
Donna Salamone  
Frank Mendl

Robyn Cadwell  
Kristin Campbell, HOCCPP Staff  
Hanna Sauberan, HOCCPP Staff

## Minutes

Minutes from the June 16, 2025 meeting were unanimously approved, following a motion by Bob Drummond and second by Robyn Cadwell.

## New Business

### **Hinckley Reservoir, LLC – 2009 Castle Road, Town of Fairfield**

HCPB reviewed a site plan review for a 5.0 MW-AC large scale solar energy system. Members agreed the potential for intermunicipal and/or countywide impacts would be minimal. Bob Drummond motioned for “No Recommendation”. Frank Mendl seconded, and the motion passed with all in favor.

### **Kennedy-Cooperstown KOA – 565 Ostrander Road, Town of Warren**

HCPB reviewed a special use permit for the installation of two (2) solar arrays on a KOA campground with net metering connection to New York State Electric & Gas (NYSEG). Members agreed the potential for intermunicipal and/or countywide impacts would be minimal. Donna Salamone motioned for “No Recommendation”. Robyn seconded, and the motion passed with all in favor.

### **Village of Frankfort Board of Trustees – Village of Frankfort**

Members reviewed a local law establishing a six (6) month moratorium on certain land uses within Business and Industrial Zoning Districts. Members agreed the potential for intermunicipal and/or countywide impacts would be minimal. Robyn Cadwell motioned for “No Recommendation”. Bob Drummond seconded, and the motion passed with all in favor.

### **Village of Frankfort Board of Trustees – Village of Frankfort**

HCPB reviewed a local law regulating camping in public places within the Village of Frankfort. Members agreed the potential for intermunicipal and/or countywide impacts would be minimal. Donna Salamone motioned for “No Recommendation”. Robyn Cadwell seconded, and the motion passed with all in favor.

**Other Business**

The next meeting of the Herkimer County Planning Board is scheduled for August 18, 2025, at noon. The meeting will be held in person at the Herkimer County Chamber of Commerce (420 East German Street, Herkimer, NY 13350). There being no further business, the meeting was adjourned at 12:30 p.m.