

VILLAGE OF CHATHAM BOARD OF TRUSTEES MEETING  
TRACY MEMORIAL HALL, 77 MAIN STREET, CHATHAM NY  
THURSDAY, MAY 23, 2013, 7:15 PM EDT

**PUBLIC HEARING AND MEETING MINUTES**

At 7:15 pm Mayor Curran opened the Public Hearing.

Mayor Curran explained to those present that the Village wishes to abolish the position of Village Assessor. This will save about \$5,000 per year. Having a Village Assessor creates duplicate record keeping and a duplication of services between the Village and the Towns of Chatham and Ghent. Mayor Curran spoke with the Assessors from the Towns of Chatham and Ghent about taking over the Assessor duties for the Village. Discussion of property valuations.

Georgine Gardner – thinks abolishing the Village Assessor is beneficial to taxpayers. It is confusing to residents to have two values on their homes, one from the Village and one from a Town. Her assessment is very different from her next door neighbors. She endorses this move – sounds like moving in the right direction.

Brin Quell – it will be good to not duplicate services.

Motion made by Trustee Packet, seconded by Trustee Wollowitz to close the public hearing. All approved.

**MEETING CALLED TO ORDER at 730pm**

**SALUTE TO THE FLAG**

**ROLL CALL:** Mayor Tom Curran called the meeting to order. Village Clerk Kathy Burke called the roll. Present: Mayor Curran, Trustee Lenore Packet, Trustee Mike Wollowitz, Trustee Rippel, Trustee Morrell, Treasurer Barbara Henry and Village Attorney Alex Betke.

**PUBLIC COMMENT PERIOD #1:**

There was no comment made.

**APPROVAL OF MINUTES**

*Motion made by Trustee Packet, seconded by Trustee Morrell to approve minutes of April 30, 2013 special board meeting. All approved.*

*Motion made by Trustee Packet, seconded by Trustee Rippel to approve minutes of May 6, 2013 special board meeting. All approved.*

*Motion made by Trustee Wollowitz, seconded by Trustee Packet to approve minutes of May 9, 2013 board meeting. Approved by Mayor Curran, Trustee Wollowitz and Trustee Packet; Trustee Rippel and Trustee Morrell abstained from voting as they were absent from that meeting.*

**OLD BUSINESS**

Resolution #220 made to lease firetruck until bond closing in June for the purposes of NYS Ladder Training course and other Firematic purposes. Money to

lease will come from Water account profits not to exceed \$30,000. \$24,000 of this amount is not refundable if the deal does not close.

*Resolution made by Trustee Morrell, seconded by Trustee Wollowitz. All approved.*

Resolution #221 to approve Local Law #3 to abolish the Village Assessor position, the grievance board and the village as an assessing unit.

*Resolution made by Trustee Packet, seconded by Trustee Morrell. All approved.*

As this is subject to Public Referendum, Village Attorney Betke will work with Village Clerk Burke on all filing matters.

## **NEW BUSINESS**

Moratorium on Commercial Development within the Village.

Lael Locke spoke about this proposed moratorium, which will limit commercial development until the Comprehensive Master Plan can be reviewed/updated. The Columbia Land Conservancy is providing a professional planner to assist this committee.

Trustee Morrell asked if all of the work will be done within six (6) months increments. Town Attorney Betke answered that all work should be completed within one year.

Trustee Morrell asked if all of the focus is on commercial development. Asked if there are ordinances in place to define style. Ms. Locke answered that all new building proposals have to go through the Planning Board and that there are no design standards. Explained that things are different in historical districts. Town Attorney Betke stated this would also cover home-based businesses, and stated that this would halt new building only. Mayor Curran stated that this proposed moratorium would not stop re-purposing existing buildings.

Ms. Locke stated that the portion of Route 66 that usually floods needs to be looked at closely.

Town Attorney Betke stated that this moratorium would slow projects down, but will not stop new business. The study can get done quicker with a moratorium in place.

Trustee Rippel asked what would happen if the review is not completed within one year. Town Attorney Betke answered that it will depend on where they are in the process. More time can be added if it is needed.

Planning Board member Aaron Gaylord stated that this is a good time to do the review as there are currently no major projects before the Planning Board. Ms. Locke stated that the review board does not want to hold anyone up and hope to be completed with their review within one year.

Resolution #222 to set a public hearing for June 13 for the purposes of calling a moratorium on commercial development within the Village as the appointed Comprehensive Plan Update/Zoning Review Committee is working to recommend updates to our current zoning law.

*Resolution made by Trustee Morrell, seconded by Trustee Packet. All approved.*

## **Elections**

Discussion of having County Board of Elections oversee the Village Elections. Trustee Packet stated that it is important for the Board to get information on how much this will cost the Village. Logistics need to be figured

out as well. Village Attorney Betke stated that this would need a new Local Law and would be subject to public referendum, so it is a fairly time-sensitive matter. All Board members agreed that more time is needed to look into this matter further. Should have more answers and will discuss this further at the June meeting.

#### Health Insurance for Treasurer

Treasurer Henry would like to purchase her health insurance through the Village. Now that she is working 20 hours per week, she is eligible. Trustee Wollowitz asked if Treasurer Henry would be entitled to a pre-tax deduction payments. Treasurer Henry answered that she does not know. Treasurer Henry stated that the payment of health insurance will be automatically deducted from her payroll.

Resolution #223 for Treasurer Henry to purchase health insurance through the Village policy. Treasurer must reimburse Village for all costs associated with this.

*Resolution made by Morrell, seconded by Trustee Wollowitz. All approved.*

#### Direct Deposit for Village Employees

Direct deposit is available to all Village employees. Trustees can receive direct deposit also. Will make direct deposit forms available to all Village employees.

Resolution #224 to purchase water/sewer billing software from BAS for a cost of \$5,334. This expense will come from the water fund contingency budget line in the current fiscal year.

*Resolution made by Trustee Packet, seconded by Trustee Morrell. All approved.*

Resolution #225 to purchase inspection and planning software from BAS for a cost of \$3,576. This appropriation will come from the 2013/14 fiscal year Planning/Zoning budget.

*Resolution made by Trustee Morrell, seconded by Trustee Packet. All approved.*

It should be noted that training and support will be available for both the water/sewer billing software and the inspection/planning software. That service is included in the purchase price.

#### Past Due Taxes

Letters and second notice tax bills from 2011/2012 and 2012/2013 have been sent out by the Clerk. Two people have already been in to pay.

#### **PUBLIC COMMENT PERIOD #2:**

There was no comment made.

#### **APPROVAL OF ABSTRACTS**

Trustee Morrell resolved to approve abstracts for a total of \$22,921.56 + \$30,000 for fire truck lease, seconded by Wollowitz. Approved unanimously.

Motion to adjourn meeting at 8:36 pm made by Trustee Packet, seconded by Trustee Rippel. Approved by all.

Respectfully submitted,

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Kathryn A. Burke  
Village Clerk