

**BOARD OF TRUSTEES MEETING  
VILLAGE OF CHATHAM, NEW YORK  
TRACY MEMORIAL BUILDING  
77 MAIN STREET, CHATHAM, NY 12037**

**JULY 11, 2022**

**Public Hearing 6:45pm**

**Regular Meeting 7:00pm**

**MINUTES**

**Present:** *Mayor J. Howe; Trustees M. Spock, K. Schassler; J. Boehme; Village Attorney K. Dow; Building Inspector E. Reis; Village Clerk D. Kelleher; Deputy Clerk S. Davis; Acting Police Chief J. Alessi; Residents L. Locke, V. Pitkin, J. Del Rossi, W. Coe, E. Di Palma, A. Finger*

**Hearing for proposed Local Law 6 of 2022, “A Local Law to Allow Retail Sale of Cannabis within the Village of Chatham”:**

**Call to Order:** *6:45 pm*

**Public Comment (limited to 15 minutes):** *Mayor J. Howe opened the meeting and gave an overview of the process and timeline to-date of the Village opting out and then choosing to opt back in to the Retail Sale of Cannabis. Village Attorney K. Dow explained the logistical process of opting in and read aloud the proposed Local Law. He also explained the parameters of the Public Hearing. Mayor J. Howe opened the floor to questions from the public. J. Del Rossi stated that she was unable to find any reference to the proposed location of the Retail Sale of Cannabis on the Village website. Mayor J. Howe clarified that the proposed location was in the C3 zone located in the Old Price Chopper Plaza and that initially the Board had taken traffic conditions and parking into consideration when selecting that location. Resident W. Coe stated that the United States is awash in drugs and gambling and that prostitution was probably next. He then made several comments regarding taxation and the police department. Mayor J. Howe noted that the State of New York’s timeline for issuing licenses was still a work in progress but that the Village wanted to be as proactive as possible in order to be prepared to apply when the State has finalized the process. Resident J. Del Rossi inquired as to whether the town of Ghent had any say in the matter. Mayor J. Howe explained possible tax revenue breakdown and that it was possible that the town could receive a portion of that revenue. Resident W. Coe endorsed what the Board of Trustees were doing that evening. Mayor J. Howe asked if there were any further comments from the public, the Board, or from the Village Attorney. Hearing none, he closed the Public Hearing.*

**Close Public Hearing:** *6:59 pm*

**Call to Order - Regular meeting:** *7:00pm by Mayor J. Howe, and Pledge of Allegiance.*

**First Public Comment (limited to 15 minutes):**

**Departments and Committees Reports:**

>Building Department: Building Inspector, Erin Reis. *Report presented by Building Inspector Erin Reis.*

>Police Department: Acting Chief J. Alessi; Police Commissioner Pete Minahan. *Report presented by Acting Chief J. Alessi. Acting Chief J. Alessi gave a special thanks to the Village of Chatham Police Officers he created and financed a scholarship for a Chatham High School student in honor of former Officer John Bell. He also gave a special thanks to the Officers who were on duty for Summerfest. Mayor J. Howe commended Acting Chief J. Alessi regarding the Active Shooter Training done by the CPD. Trustee M. Spock commended Acting Chief J. Alessi and the Chatham Police Department for their great job during Summerfest.*

>Fire Department: Chief P. Rideout; Fire Commissioner Melony Spock. *No report submitted.*

>DPW: Foreman P. Genovese; Wastewater/Water Commissioner Karyn Schassler, Streets & Snow Removal Commissioner Jaimee Boehme. *Report presented by Streets & Snow Removal Commissioner Jaimee Boehme. The Board discussed the possibility of improving the traffic signage around the Austerlitz, Route 295 (Spring Street) intersection.*

**Approve Minutes of May 9, 2022:** *So moved by M. Spock, seconded by K. Schassler. Approved by all.*

**Approve Minutes of June 13, 2022** (with Public Hearing to Amend Sidewalk Code): *So moved by J. Boehme, seconded by K. Schassler. Approved by all.*

**Approve the June 2022 Budget to Actuals:** *So moved by K. Schassler, seconded by M. Spock. Approved by all.*

**Introduction of proposed Local Law 7 of 2022, “A Local Law to Amend the Zoning Code in Relation to the Retail Sale of Cannabis”.**

>(Review SEQRA Full EAF and “Additional Information” provided by Attorney K. Dow).

>(set Public Hearing for the August 8 Board of Trustees meeting; will be on Planning Board July 25 agenda for recommendation). *Village Attorney K. Dow read aloud the Introduction of Proposed Local Law 7 of 2022, “A Local Law to Amend the Zoning Code in Relation to the Retail Sale of Cannabis”. Village Clerk D. Kelleher asked if a Public Hearing to amend the zoning code should be set for August 8, 2022. Village Attorney K. Dow answered in the affirmative.*

**Old Business:**

- **Resolution 68 of 2022** – To amend the Village of Chatham **Sidewalk policy** per proposed **Local Law 5 of 2022**. *Mayor J. Howe noted that the discussion regarding the resolution to amend the Village of Chatham Sidewalk Policy was tabled at the June 13, 2022 Board of Trustees Meeting pending further research and discussion with other municipalities, the Village of Chatham Sidewalk Committee, and members of the community. Mayor J. Howe then called for a roll call vote:*

*Aye*\_\_\_Trustee J. Boehme

*Aye*\_\_\_Trustee K. Schassler

*Aye*\_\_\_Trustee M. Spock

*Aye*\_\_\_Mayor J. Howe

*Not Present*\_\_\_Trustee P. Minahan

**With 4 votes the resolution passes.**

**New Business:**

- **Resolution 79 of 2022** – To authorize a one-time **sewer relief for Courtney LeBlanc** (2 Locust St) in the amount of \$890.53 due to 2 burst pipes in February. *So moved by M. Spock, seconded by K. Schassler. Approved by all.*
- **Resolution 80 of 2022** – To authorize a one-time **sewer relief for Ron Annis (Top Form, 51 Church St)** in the amount of \$990.05 due to a faulty outdoor water spigot. *So moved by K. Schassler, seconded by M. Spock. Approved by all.*
- **Resolution 81 of 2022** – To approve the **promotion of Corey Dexheimer** from Laborer to **Skilled Laborer I** based on exemplary effort in his work, attitude, and problem-solving skills, and on the recommendation of his supervisor. *So moved by J. Boehme, seconded by M. Spock. Approved by all. Trustee K. Schassler commended DPW Foreman P. Genovese on the thoroughness and composition of his recommendation.*
- **Resolution 82 of 2022** – To approve a Fiscal year 2021-2022 **budget line transfer** of \$828.98 from Contingency line (19904.01) to Village Board CE (1010.4) to cover **unpaid Johnson Newspaper invoices**. *So moved by K. Schassler, seconded by M. Spock. Approved by all. Village Clerk D. Kelleher explained that in the transition from mailed invoices to electronic billing, Johnson Newspaper had neglected to issue any invoices to the Village of Chatham for almost a year, resulting in this high balance which was now due.*
- **Resolution 83 of 2022** - To approve a Fiscal year 2021-2022 **budget line transfer** of \$162.43 from Contingency line (19904.01) to Zoning CE (8010.4) to cover **unpaid Johnson Newspaper invoices**. *So moved by J. Boehme, seconded by M. Spock. Approved by all.*
- **Resolution 84 of 2022** - To approve the **CPD Supervisor’s Union Contract** to cover **June 1, 2022. through May 31, 2022.** *So moved by M. Spock, seconded by K. Schassler. Approved by all.*
- **Resolution 85 of 2022** – To approve and endorse the application of the Crandell Theatre, Inc. for a grant for **“The Crandell Theatre Restoration and Rehabilitation Project”**

**WHEREAS**, the Crandell Theatre, Inc. is applying to the New York State Office of Parks, Recreation and Historic Preservation (OPRHP) for a grant under Title 9 of the Environmental Protection Act of 1993 for a site located within the territorial jurisdiction of this Board; and

**WHEREAS**, the Board of Trustees views the development of the Crandell Theatre as an integral part of the Village’s “creative economy” and the sustainability of an economically healthy Main Street; and

**WHEREAS**, as a requirement under the rules of the New York State Office of Parks, Recreation and Historic Preservation (OPRHP), said not-for-profit corporations must obtain the "approval/endorsement of the governing body of the municipality in which the project will be located";

**NOW, THEREFORE**, be it resolved by this august body that the Board of Trustees of the Village of Chatham hereby does approve and endorse the application of the Crandell Theatre, Inc. for a grant under Title 9 of the Environmental Protection Act of 1993 for a project known as “The Crandell Theatre Restoration and Rehabilitation Project” located within this community.  
*So moved by K. Schassler, seconded by M. Spock. Approved by all.*

- **Resolution 86 of 2022** – To approve **A. Colarusso & Son, Inc.** June 16, 2022 “Chatham Village 2022” **paving project** proposal in the amount of **\$108,658.50**. *Tabled until new amount provided.*

- **Resolution 87 of 2022 – To enact Local Law 6 of 2022, “A Local Law to Allow Retail Sale of Cannabis within the Village of Chatham”**

**WHEREAS**, the Board of Trustees of the Village of Chatham finds that the presence of establishments for the retail sale of cannabis, which do not permit on-site consumption, would not be detrimental to, or in conflict with, the interest of the Village, provided that they are subject to compliance with the Zoning Code of the Village of Chatham or other lawful local regulation; and

**WHEREAS**, a Local Law entitled “A Local Law to Allow Retail Sale of Cannabis within the Village of Chatham” has been introduced in order to opt-in to allowing the licensing by the State of cannabis retail dispensaries; and

**WHEREAS**, all legal prerequisites to the enactment of such Local Law have been timely completed, including notice to the public and the holding of a public hearing, and the issuance of a negative determination of significance pursuant to SEQRA;

It is hereby **RESOLVED**, that Local Law Number 6 of 2022, “A Local Law to Allow Retail Sale of Cannabis within the Village of Chatham”, is hereby enacted.

*>(Review SEQRA Short EAF and narrative provided by Attorney K. Dow) Village Attorney K. Dow read aloud the SEQRA short form. Roll call vote was called:*

*Aye\_\_\_* **Trustee J. Boehme**

*Aye\_\_\_* **Trustee K. Schassler**

*Aye\_\_\_* **Trustee M. Spock**

*Aye\_\_\_* **Mayor J. Howe**

*Not Present\_\_\_* **Trustee P. Minahan**

**With 4 votes the resolution passes.**

#### **Items for Discussion:**

*>Bike Racks – J. Boehme. J. Boehme stated that she had contacted Valatie and was informed that grants are available which provide funding to municipalities for purchase and installation of bike racks. She suggested that the Board discuss potential locations and begin researching prices in the near future.*

*>Honoring Veterans – Banners on poles or sign at firehouse – J. Boehme. J. Boehme stated that she had contacted Valatie and was informed that the banners honoring local Veterans are purchased by the Veterans’ are purchased the Veterans’ families and the cost is around \$200. The Board discussed pricing options, the time involved for the DPW to put up and take down the various banners that are displayed during the summer, the amount of poles available in the Village, and the possibility of utilizing the sign in front of the Chatham Fire Department.*

*>Microsoft licenses v Google for email, spreadsheets and word processing. Village Clerk D. Kelleher explained that Columbia County MIS has expressed an interest in switching from Microsoft Suite to Google due to ongoing technical issues as well as the fact that, at present, the Village maintains 11*

*Microsoft licenses. Mayor J. Howe suggested further discussion with MIS as well as consultation with Acting Chief J. Alessi.*

*>Columbia Land Conservancy Rain Garden Project – request for Letter of Support. Mayor J. Howe stated that if no Board Members were opposed, he would ask the Village Clerk to draft a letter of support for his signature. There was no opposition.*

*>Intersection of Austerlitz St and Route 295 – vehicles heading up the hill approaching Route 295 running the stop sign. Paint “STOP” on the street? Add STOP sign on the left hand corner? Mayor J. Howe stated that this item had already been discussed earlier in the meeting.*

*>DPW Union Contract Mayor J. Howe stated that this item would be discussed during Executive Session.*

**Second Public Comment Period (limited to 15 minutes):** *Resident L. Locke requested a copy of Resolution on Village Letterhead. Mayor J. Howe instructed Village Clerk D. Kelleher to provide it to her.*

**Executive Session:** To discuss the employment history of a particular person and collective negotiations pursuant to the Taylor Law. *Motion enter into Executive Session by J. Boehme, seconded by M. Spock. Approved by all at 8:01pm. Motion to adjourn Executive Session by Motion to adjourn by M. Spock, seconded by J. Boehme. Approved by all.*

**Adjournment:** *Motion to adjourn by J. Boehme, seconded by K. Schassler. Approved by all at 8:30pm.*

**Next meeting: August 8, 2022 7:00pm**

(rev.08/8/22)

Respectfully submitted By Sam G. Davis Jr.