

BOARD OF TRUSTEES MEETING; VILLAGE OF CHATHAM, NEW YORK
TRACY MEMORIAL BUILDING, 77 MAIN STREET, CHATHAM, NY 12037
January 9, 2023; 6:45 Public Hearing; 7:00pm Regular Meeting
MINUTES

Present: Mayor J. Howe; Trustees P. Minahan, M. Spock, J. Boehme, K. Schassler; Village Clerk D. Kelleher; Deputy Clerk S. Davis; Village Attorney K. Dow; Treasurer P. DeLong; Building Inspector/Code Enforcement Office E. Reis; Chatham Fire Chief P. Rideout; Acting Chatham Police Chief J. Alessi; Resident Brian Lossow.

Public Hearing to discuss the proposed local law “A Local Law to Update Enforcement of the New York State Uniform Code and Energy Code”, which was introduced at the December 12, 2022 Board of Trustees meeting.

*Public Hearing opened at 6:45pm by Mayor J. Howe. No comments or questions from the public.
Motion to close the public hearing made by Trustee M. Spock, seconded by Trustee K. Schassler.
Approved by all at 7:00pm and public hearing was closed.*

(Regular Meeting) Call to Order: 7:00pm by Mayor J. Howe, and Pledge of Allegiance.

First Public Comment (limited to 15 minutes): Resident B. Lossow requested that the Village consider revising Local Law No. 5 of 2022 “A Local Law to Amend the Village Code in Relation to Sidewalks”. Mayor Howe responded that he, the DPW, and the Streets and Sidewalks Commissioner J. Boehme, are open to that possibility and have been looking at other possible solutions. Perhaps using Village equipment to clear, and looking at the possibility of an additional full time DPW person. The Village may do a trial sidewalk clearing to get a better idea of all that would be involved if the Board decides to have the DPW clear the sidewalks in the Village. A trial sidewalk clearing could potentially bring to light problem areas or challenges that are not immediately apparent. Sidewalk condition varies greatly throughout the Village and it may not be possible to use a machine in all areas.

Departments and Committees Reports:

>Building Department: Building Inspector, Erin Reis. *Submitted by E. Reis.*

>Police Department: Acting Chief J. Alessi; Police Commissioner Pete Minahan. *Presented by J. Alessi. Chief Alessi would like to reconvene the Police Reform Committee meetings and will need roster of the Police Reform Committee members.*

>Fire Department: Chief P. Rideout; Fire Commissioner Melony Spock. *Presented by P. Rideout.*

>DPW: Foreman P. Genovese; Wastewater/Water Commissioner Karyn Schassler, Streets & Snow Removal Commissioner Jaimee Boehme. *Presented by Streets and Sidewalks Commissioner, J. Boehme. Report from Labella submitted to DEC for UV upgrade which is estimated at about \$250,000.*

Approve Minutes of December 12, 2022. *So moved by K. Schassler, seconded by J. Boehme. Approved by all.*

Approve the December 2022 Budget to Actuals. *So moved by P. Minahan, seconded by J. Boehme. Approved by all.*

NEW BUSINESS:

Resolution 1 of 2023 – To approve a **budget line transfer** in the amount of **\$1,742.60** from Budget Line **19904 Contingency** to Budget Line **16204 Grant Writer** to cover unanticipated expenses associated with completion of NYS Consolidated Funding Appeal (CFA) grant application and costs to the grant writer. *So moved by M. Spock, seconded by P. Minahan. Approved by all.*

Resolution 2 of 2023 – To authorize the Mayor to sign a **one-year agreement** between the Village of Chatham and **Columbia County MIS** to provide computer related services for the period **January 1, 2023 through December 31, 2023**. *So moved by K. Schassler, seconded by M. Spock. Approved by all.*

Resolution 3 of 2023 – To **certify the Unpaid Taxes Report** indicating an amount of **\$9909.43** in billed taxes and penalties, which remain **uncollected**. *So moved by M. Spock, seconded by J. Boehme. All approved, and all signed the certification letter which will be filed with the 2022 Tax Roll.*

Resolution 4 of 2023 – To accept the membership of **John Layman** to the S.W. Smith Hook and Ladder Company, for the Chatham Fire Department. *So moved by M. Spock, seconded by P. Minahan. Approved by all.*

Resolution 5 of 2023 – To enact Local Law 1 of 2023, “**A Local Law to Update Enforcement of the New York State Uniform Code and Energy Code**”. *So moved by J. Boehme, seconded by K. Schassler. All approved by Roll call vote:*

Trustee J. Boehme – Aye

Trustee M. Spock – Aye

Trustee K. Schassler – Aye

Trustee P. Minahan – Aye

Mayor J. Howe - Aye

Items for Discussion:

- **Knox Box** – return to discussion about nearby local Knox Box codes, and how the Village would like to incorporate similar. Continuing discussion from last month, *Mayor Howe referred to example law from Town of Kinderhook which may only require slight tweaking. The Mayor asked K. Dow to research with requirements for new commercial entities in mind. Plan to return to this topic in a month.*
- **Food Trucks codes committee** – status update / check-in. *M. Spock would like to have this finalized by summer. Need to consider zoning and how to manage food trucks on private vs public land. K. Dow: The zoning laws dictate what people are allowed and not allowed to do on their own property. If you want to allow food trucks on private property through zoning, the property owner decides what truck and for how long and the Village doesn't need to worry about deciding. Public property would be different. There needs to be a neutral process. How would it be decided which food truck is located on a particular location, and for how long? Workshop scheduled for February 13, 2023 at 6:00pm at the Tracy.*
- **Shaker Museum** – *The Shaker Museum plans to apply for a grant to assist with funding the project. The approval for the Shaker Museum has expired so they need to resubmit their application to the Planning Board. There have been no changes to the plans, and they would basically resubmit the same application to the Planning Board, but with current dates.*

Second Public Comment Period (limited to 15 minutes): *none.*

Executive Session: For discussion of potential, proposed, pending or current litigation.

Motion to enter into Executive session at 7:59pm by M. Spock, seconded by P. Minahan. Approved by all.

Motion to leave Executive session at 8:20pm by K. Schassler, seconded by M. Spock. Approved by all.

Adjournment: *Motion to adjourn at 8:20pm by K. Schassler, seconded by M. Spock. Approved by all.*

Respectfully submitted,

Desiree Kelleher

Village Clerk

(rev.01/26/23)

Next meeting: February 13, 2023 7:00pm