

BOARD OF TRUSTEES MEETING

November 13, 2023; 7:00pm

AGENDA

Call to Order:

First Public Comment (limited to 15 minutes):

Departments and Committees Reports:

>Building Department: Building Inspector, Erin Reis.

>Police Department: Acting Chief J. Alessi; Police Commissioner Pete Minahan.

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

>DPW: Foreman P. Genovese; Wastewater/Water Commissioner Ralph O'Mara-Garcia, Streets & Snow Removal Commissioner Karyn Schassler.

Approve Minutes of October 16, 2023, with amended resolution 137 of 2023 to read "To authorize the DPW to fill the Laborer position at a union contract rate of \$18.80 per hour".

Approve the October 2023 Budget to Actuals.

NEW BUSINESS:

Resolution 139 of 2023 – To authorize the **DPW** to hang **CABA Winterfest Banners**.

Resolution 140 of 2023 – To authorize **CABA** for use of the **front steps of the Tracy** (or use of the Tracy lobby if it rains), for a **December 9th Winterfest** performance by Mac-Hayden Theatre singers from approximately **1:30pm to 3:30pm**.

Resolution 141 of 2023 – To authorize the **Wild Cats Football Booster Club** use of the Tracy, once a month, for evening board meetings in the conference room. (Application, with Certificate of Liability Insurance, has been received).

Resolution 142 of 2023 – To authorize **Our Community Cares** to use of the Tracy, once a month, for evening board meetings in the conference room, beginning Dec.5, 2023 at 6pm. (Application, with Certificate of Liability Insurance, has been received).

Resolution 143 of 2023 – To authorize the DPW to purchase one (1) new Outdoor **Caterpillar Model D150GC Diesel Emergency Packaged Generator Set** from **Milton CAT**, in the amount \$52,400.00, and a 20-200 KW Diesel Customer Value Agreement (CVA) in the amount \$1250, to **TOTAL \$53,650**, per quote # 23-109691 dated 10/16/23 to replace the Brookside Ave **Sewer Plant generator**, which was destroyed by fire in the power outage on September 7, 2023.

Resolution 144 of 2023 – To authorize the **CPD** to hire **Scott Hosier** as a **Police Officer** at a rate of \$22.50 per hour, per union contract, effective immediately.

Resolution 145 of 2023 - To approve the use of **Waterline Replacement Reserve Funds** to cover payment of Hudson Avenue Water Main project invoices which were submitted/paid in September/October 2023 for a total amount of **\$6,059.78**, which were applied to Budget Line 83402 (Transmission Equipment) and is reflected as item "C" on the October Budget to Actual.

Resolution 146 of 2023 – To adopt the **Retention and Disposition Schedule for New York Local Government Records (LGS-1)**, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, for use by all officers in legally disposing of valueless records listed therein. In accordance with Article 57-A: (a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein; (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

Resolution 147 of 2023 – To approve, and authorize the Mayor to sign the **CDPHP New York State Small Group Recertification** for Medical health insurance **January 1, 2024** through **December 31, 2024**.

Resolution 148 of 2023 – To approve, and authorize the Mayor to sign the **MVP New York State Small Group Recertification** for Medical health insurance **January 1, 2024** through **December 31, 2024**.

Resolution 149 of 2023 - To approve the **renewal of the MVP Liberty Silver 3 EPO Medical** health insurance plan effective January 1, 2024 at an increase of approximately 9.3% from last year.

Resolution 150 of 2023 - To approve an additional **Medical** health insurance option **CDPHP Silver HDEPO 320 HDEPO HSA Qualified** plan effective January 1, 2024 at a 3.7% increase in premium from last year. (Employee would select which medical plan works best for them).

Resolution 151 of 2023 - To approve the **renewal of the CDPHP/Delta Dental** insurance plan effective January 1, 2024, with no change in benefits, and no increase in premium from last year.

Resolution 152 of 2023 - To authorize the Mayor to sign a renewal "Agreement For Administrative Services" (**Health Reimbursement Account**) between **Brown and Brown** Insurance and the Village of Chatham, for the term of January 1, 2024 to December 31, 2024.

Resolution 153 of 2023 – To transfer **\$300** from Budget Line 14104 (Village Clerk Training) to Budget Line 36204 (Safety Inspection CE) to cover Building Dept **Microsoft Office 365 license**.

Resolution 154 of 2023 – To authorize the **CPD** to purchase fifteen (15) **bulletproof vests** from _____, per Q# _____, in the total amount of _____.

Resolution 155 of 2023 – To adopt the “**Resolution Exempting Certain CCPB Referrals Mandated by NYS General Municipal Law Section 239-m**”, as revised 2023, attached hereto. (Actions 22-27 are additional actions suggested by CCPB, and item #6 had more detail when adopted by Village 10/18/21). (Pending Ken Dow response re: wording item #6 – Historic District).

Resolution 156 of 2023 - To approve and authorize the DPW to hire **John Wallin** as a **part-time Laborer** at a union contract rate of **\$18.80 per hour, effective hire date 10/30/23**.

Resolution 157 of 2023 – To approve, and authorize the Mayor to sign the **Professional Services Agreement** between the Village of Chatham and **LaBella Associates, DPC** for services related to the **Wastewater Treatment Plant Disinfection** construction project, dated November 13, 2023.

Resolution 158 of 2023 – To approve, and authorize the Mayor to sign the **Village of Chatham Wastewater Treatment Plant UV Replacement Scope and Fee Proposal**, dated November 8, 2023, giving **Notice to proceed**.

Resolution 159 of 2023 – To authorize the Village Clerk to **advertise** the **Wastewater Treatment Plant UV Replacement Project** and **solicit construction bids**

Items for Discussion:

- a. Letter from resident, Ann Sublett, pertaining to **pedestrian safety in crosswalks**.

Second Public Comment Period (limited to 15 minutes):

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

Adjournment:

Next meeting: December 11, 2023 7:00pm

(rev.11/13/23)

Meeting Place

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

Revised 2023

Proposed
2023 Resolution

Resolution Exempting Certain Referrals Mandated by General Municipal Law Section 239-m

WHEREAS, New York State General Municipal Law Section 239-m requires that certain planning and zoning actions be referred to the County Planning Board before final action is taken by the city, town or village having jurisdiction, and

WHEREAS, many of these mandated referrals have no identifiable countywide or inter-community impact, and

WHEREAS, New York State General Municipal Law, Section 239-m-3-c, allows for the municipality having jurisdiction and the County Planning Board to enter into an agreement that exempts certain actions from mandatory referral, and

WHEREAS, the Columbia County Planning Board has determined that the following actions will not have an identified countywide or inter-community impact:

1. Any area variance seeking relief from a frontyard, sideyard or rearyard setback on an existing or prior approved parcel
2. Any variance, site plan review or special permit for an oversized sign, for additional signage in excess of what is permitted in a specific zone or any sign that exceeds the maximum allowed height.
3. Any variance, site plan review or special permit required for the conversion of a single family residence into a two family residence, providing provisions are included in the local ordinance for Health Department approval of any on-lot system serving such conversion.
4. Any variance, site plan review or special permit required for any temporary use established pursuant to the provisions of the local ordinance.
5. Any variance required for any fence including height, setback, materials or construction methods, except that no fence required by the N.Y.S. Uniform Fire Prevention and Building Code shall be the subject of any variance considered by the local Zoning Board of Appeals.
6. Any Site Plan Review, Special Use Permit or variance required pursuant to a Historic District Review that deals with architectural details, signage, materials or features of an existing or new structure.
7. Any area variance required for the creation of an undersized parcel via the sub-division process, providing the Health Department has approved the on-lot well and septic system locations.

8. Any variance, site plan review or special permit required for the expansion of an existing business or commercial use providing the expansion is located in the side or rear yard of the parcel and that the expansion does not exceed 50% of the existing building size.
9. Any variance, site plan review or special permit required to establish a permitted home occupation within an existing residence or accessory structure.
10. Any variance, site plan review or special permit required for the replacement of an existing mobile home with another.
11. Any area variance, site plan review or special permit required for the erection of any permitted accessory structure or use within the required side or rear yards of an existing parcel.
12. Any variance, site plan review or special permit required to establish more than one residence on a single parcel providing that each residence is located in a manner that would allow for a theoretical sub-division at a future date.
13. Any variance, site plan review or special permit for a mining operation of a scale that would not require a Mined Land Reclamation Permit from N.Y.S.D.E.C.
14. Any action by a local municipal board that would establish a temporary developmental moratorium providing the length of the moratorium does not exceed three (3) months.
15. Any area variance, site plan review or special permit required for the installation of any type of radio communication antenna, but not including cellular or digital telephone towers or other personal wireless communications facilities.
16. Any variance, site plan review or special permit required for the installation of any requirements pursuant to the American Disabilities Act.
17. Any variance, site plan review or special permit required for the creation of a pond, provided no N.Y.S.D.E.C. permit is required due to the limited size and/or location of the pond.
18. Any variance, site plan review or special permit required for the establishment of a residential use on the second floor of a structure whose ground floor is occupied by a business or commercial use.
19. Any variance, site plan review or special permit required to establish a dwelling unit that is smaller in size than allowed by the local zoning ordinance.

20. Any variance, site plan review or special permit required to establish a second or subsequent business entity, not exceeding 10,000 square feet, operated by the owners of and located on an active farm operation.
21. Any variance, site plan review or special permit required to establish a residential solar energy system that provides energy for the use of the property.

22. Any Site Plan Review, Special Use Permit, or Area Variance required for a building integrated solar energy system proposed for an existing structure, provided the Local Fire Chief review is required.
23. Any Site Plan Review, Special Use Permit, or Area Variance required to establish a single-family, duplex or two-family residential dwelling in a single structure.
24. Any Site Plan Review, Special Use Permit or Area Variance required to establish a short term rental use in an existing structure, or accessory structure.
25. Any abbreviated, and/or expedited Site Plan Review.
26. Any Site Plan Review, Special Use Permit, or Area Variance required to establish a Home Occupation in an existing primary or accessory structure.
27. Any Site Plan Review, Special Use Permit, or Area Variance required to install an electric vehicle charging device for single-family or multi-family-residential use of four (4) units or fewer, housed in the one (1) structure

Now therefore, be it

RESOLVED, that the Board of Trustees of the Village of Chatham does hereby concur that the aforementioned exemptions do not have an identified countywide or inter-community impact and agree that such actions shall no longer be referred to the Columbia County Planning Board for review and recommendation, and be it further

RESOLVED, that the Board of Trustees of the Village of Chatham hereby reserves the right to request a review and recommendation on any of the aforementioned exempt actions, if in their opinion such review and recommendation are warranted due to the specific circumstances of the requested action.

Resolved by the Village of Chatham Board of Trustees _____.

10/18/21

Resolution Exempting Certain CCP B Referrals Mandated by General Municipal Law Section 239-m

WHEREAS, New York State General Municipal Law Section 239-m requires that certain zoning actions be referred to the County Planning Board before any action is taken by the city, town or village having jurisdiction, and

WHEREAS, many of these mandated referrals have no identifiable countywide or inter-community impact, and

WHEREAS, New York State General Municipal Law, Section 239-m-3-c, allows the municipality having jurisdiction and the County Planning Board to enter into an agreement that exempts certain actions from mandatory referral, and

WHEREAS, the Columbia County Planning Board has determined that the following actions will not have an identified countywide or inter-community impact:

1. Any area variance seeking relief from a front yard, side yard or rear yard setback on an existing or prior approved parcel
2. Any variance, site plan review or special permit for an oversized sign, for additional signage in excess of what is permitted in a specific zone or any sign that exceeds the maximum allowed height.
3. Any variance, site plan review or special permit required for the conversion of a single family residence into a two family residence, providing provisions are included in the local ordinance for Health Department approval of any on-lot system serving such conversion.
4. Any variance, site plan review or special permit required for any temporary use established pursuant to the provisions of the local ordinance.
5. Any variance required for any fence including height, setback, materials or construction methods, except that no fence required by the N.Y.S. Uniform Fire Prevention and Building Code shall be the subject of any variance considered by the local Zoning Board of Appeals.
6. Any variance, site plan review or special permit required pursuant to a Historic District Review that deals with architectural details, signage, materials or features of an existing or new structure.
7. Any area variance required for the creation of an undersized parcel via the sub-division process, providing the Health Department has approved the on-lot well and septic system locations.
8. Any variance, site plan review or special permit required for the expansion of an existing business or commercial use providing the expansion is located in the side or rear yard of the parcel and that the expansion does not exceed 50% of the existing building size.
9. Any variance, site plan review or special permit required to establish a permitted home occupation within an existing residence or accessory structure.
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20. Any variance, site plan review or special permit required to establish a second or subsequent business entity, not exceeding 10,000 square feet, operated by the owners of and located on an active farm operation.
21. Any variance, site plan review or special permit required to establish a residential solar energy system that provides energy for the use of the property

Now, therefore, be it **RESOLVED**, that the Board of Trustees of the Village of Chatham, does hereby concur that the aforementioned exemptions do not have an identified countywide or inter-community impact and agree that such actions shall no longer be referred to the Columbia County Planning Board for review and recommendation, and be it further

RESOLVED, that the Board of Trustees of the Village of Chatham, hereby reserves the right to request a review and recommendation on any of the aforementioned exempt actions, if in their opinion such review and recommendation are warranted due to the specific circumstances of the requested action.

10/18/21