

TOWN OF CHATHAM
488 STATE ROUTE 295
CHATHAM, NEW YORK 12037

TOWN BOARD MEETING
May 4, 2017 6:00 PM

PRESENT: Supervisor Maria Lull, Councilwoman Landra Haber, Councilman John Wapner, Councilman Henry Swartz and Town Deputy Clerk Janie Miller

CALL TO ORDER: Supervisor Lull called the meeting to order at 6PM and led the pledge to the flag.

PUBLIC COMMENT

The Chatham Town Board appreciates information received from the public during the Public Comment portion of each meeting, which often is very helpful in the governance of the Town. It is, however, not intended to be a debate with the public or a question and answer period. Issues raised during the public comment may be addressed by the Board during its regular meeting or by the Supervisor between meetings as necessary. As a courtesy to the other members of the public, there is a 5 minute per person limitation on oral comments for each public comment period. The public is also encouraged to provide the Board with written comments or materials when the subject matter cannot be presented in this time frame. Of course, while the Board discourages any remarks which may be considered defamatory or stigmatizing, it will not restrict the content of the public comment.

PRESENTATION

David Aiello from Muncity Software Consulting Associates did a slide show on a cloud based program for property searches, permits and parcels. The program would be helpful to the Building and Assessor's office.

Report

Highway: Maria Lull had a meeting on May 1st with Joe Rickert and Tammy Shaw to review the fund report. They said the finances were in good shape. The White Mills Bridge project took from 2007-2013. Total cost was \$218, 273. State cost was \$302,632. Liability expenses were \$84,359 which was paid out of the general and highway funds. There are two options: DA fund has to pay back the general fund or a five year \$5,000 bond in the reserve. Joe Rickert and Sal Ferlazzo thought that would keep the reserve in good shape.

Res 88-2017 to amend CHIPS 2016 Budget Appropriation

WHEREAS, The Consolidated Highway Improvement Program (CHIPS) funding for 2016-2017 for the Town of Chatham is \$218,967.60, and

WHEREAS, the 2016-2017 New York State Budget included extra funding for the Town of Chatham in the sum of \$49,981.53, for the "PAVE,NY" Funding, and

WHEREAS, the Chatham Town Board budgeted \$218,998.00 for the 2016 CHIPS Funding in the Permanent Improvement EQ (DB5112.2), and

THEREFORE, the Chatham Town Board authorizes the increase to the Permanent Improvement EQ (DB5112.2) budget appropriation by \$49,951.13 for Highway improvement, changing the total budget for (DB5112.2) to \$268,949.13.

Offered by Councilwoman Landra Haber motioned to authorize the increase to the Permanent Improvement EQ (DB5112.2) budget appropriation by \$49,951.13 for Highway improvement, changing the total budget for (DB5112.2) to \$268,949.13. Councilman John Wapner seconded.

VOTE Aye: All Lull, Haber, Wapner, Swartz Nay: None Resolution adopted

RES 90-2017 to authorize formation of a Road Committee to Advise the Comprehensive Plan Advisory Committee

WHEREAS, the Town Board and the Highway Superintendent have agreed to the formation of a Road Committee to assist the Comprehensive Plan Advisory Committee with the development of a classification of town roads; and

WHEREAS, the following town residents have volunteered to serve on the Road Committee:

Van Calhoun, Chair, Rick Werwaiss, Vice Chair, Councilman Henry Swartz, Councilman John Wapner, Susan Tanner, and Highway Superintendent Joe Rickert;

THEREFORE, BE IT RESOLVED that the Chatham Town Board authorizes the formation of said Road Committee to make recommendations to the Comprehensive Plan Advisory Committee and the Town Board on the classification of town roads for the purpose of zoning, road maintenance, and capital planning.

Offered by Councilwoman Landra Haber to form a Road Committee to make recommendations to the Comprehensive Plan Advisory Committee and the Town Board on the classification of town roads for the purpose of zoning, road maintenance, and capital planning. Councilman John Wapner seconded.

VOTE AYE: All Lull, Haber, Wapner, Swartz Nay: None Resolution adopted

Drone video of the Town of Chatham points of interest for new website.
Henry Swartz thought this was a luxury.

Website/email discussion:

Lull said the cost per email address would be \$120.00 per address.

Haber said the e-mail would be for town business such as Foil regulations. She didn't think it was expensive.

Lull said that Columbia County government uses the google suite website platform. Per PKH&B, we have the funds for the google suite website.

Drone Video

Swartz thought we should bid it.

Lull asked if Henry wanted to take this on.

Wapner thought we should look at others also.

Haber said it would be used for points of interest.
Swartz \$500.00 on video is not money well spent.
Lull said a website is going to happen.

RES 91-2017 to authorize aerial video of the Town of Chatham points of interest for new website.

WHEREAS, the Communications Committee recommends to the Town Board that an aerial “drone” video of the points of interest in the Town of Chatham would enhance the new proposed town website; and

WHEREAS, Collin Nicholas Anderson of Embry-Riddle Aeronautical University, a town resident would prepare a video to be approved by the Communications Committee for use on the town website at a cost of \$500.00; and

THEREFORE, BE IT RESOLVED that the Chatham Town Board authorizes
the Communication Committee to order the drone video of the points of interest in the Town at the cost of \$500.00 to be completed by September 1, 2017 and paid from Account number__

Offered by Councilwoman Maria Lull to order the drone video of the points of interest in the Town at the cost of \$500.00 to be completed by September 1, 2017 and paid from Acc. _____authorizes the Communication Committee to order the drone video of the points of interest in the Town at the cost of \$500.00 to be completed by September 1, 2017 and paid from Account No. Councilman John Wapner seconded motion to table.

VOTE Ayes: Lull, Haber, Wapner, Swartz Nay: None Resolution Tabled

Res 92-2017 Rental Fee Increase for Pavilion Rental at Crellin Park

WHEREAS, it is the general policy of the Chatham Town Board to assess fees and charges for services provided by the Town; and

WHEREAS , the Chatham Town Board has been advised by the Recreation Director that the current (\$20) Twenty-Dollar per Hour rental fee for the Pavilion at Crellin Park is low compared to other venues and should be increased, and

NOW, THEREFORE, BE IT RESOLVED, the Chatham Town Board finds and determines that the revised fee of (\$30) Thirty-Dollar per Hour, a ten-dollar increase per hour, is a reasonable fee and shall be effective May 5, 2017.

Offered by Councilwoman Landra Haber motions the revised fee of (\$30) Thirty-Dollar per Hour, a ten-dollar increase per hour, is a reasonable fee and shall be effective May 5, 2017. Councilman Henry Swartz seconded.

VOTE AYE: Lull, Haber, Wapner, Swartz Nay: None Resolution adopted

Discussion on Planning Board and Town Zoning Board of Appeals pursuant to Town of Chatham Code, Ch. 138

Maria Lull said they want to set up a \$300.00 minimum escrow deposit from the applicant. John Lyons will review the applications for the Zoning Board of Appeals and Nan Stolzenburg would

review the applications for the Planning Board to determine the amount of time for professionals, such as attorneys and engineers to review the project and attend the respective meetings. Swartz said in the past the building inspector would make that call, he didn't think they needed another person. Wapner said it would be a burden on the applicant.

Res. # 93-17 Setting a policy for initial escrow deposits to be collected by the Town Planning Board and Town Zoning Board of Appeals pursuant to Town of Chatham Code, Ch. 138.

WHEREAS:

1. Chapter 138 of the Town of Chatham Town Code ("Town Code") authorizes the Town of Chatham Town Board ("Town Board"), the Town of Chatham Planning Board ("Planning Board"), and Town of Chatham Zoning Board of Appeals ("ZBA") to charge permit applicants an amount for the estimated actual, reasonable and necessary engineering, legal or other consultant review fees incurred by said boards in the course of reviewing applications made to them.
2. Section 138-1 of Town Code Chapter 138, entitled "Purpose", says:
The responsible operation of government in today's complex society makes comprehensive, detailed and specialized engineering, legal and other consultant review of subdivision, zoning, land use and other permitting applications a necessity. It is hereby determined that the cost of reasonably required engineering, legal or other special consultant services to municipal boards, agencies or other permitting authorities should reasonably be borne by the applicants for permit approval.
3. In furtherance of that purpose, the Town Board desires to establish a policy to govern the initial escrow deposits to be required by the Planning Board and the ZBA.
4. The policies set forth in this Resolution were formulated upon consultation and collaboration with the Town's land use consultants and the Chairs of both the Planning Board and the ZBA.

NOW, THEREFORE BE IT RESOLVED, by the Town of Chatham Town Board as follows:

Section A. For all applications, the Planning Board and the ZBA shall collect an escrow deposit from the applicant in the amount of \$300.00 for the purposes of facilitating an initial review of the application by the Board's respective consultants (the "initial escrow deposit"). This amount, which has been formulated, based on the experience of each Board and with the input of its consultants and the Board chairs, shall constitute the initial estimate of consultants' fees as per Town Code Section 138-2(A).

Section B. The initial escrow deposit is not a fee, and shall be in addition to the fee required for a particular application as set forth on the Town's Fee Schedule. In accordance with the provisions of Town Code Section 138-2(A), the initial escrow deposit shall be paid at the time the application is submitted and the payment of this deposit shall be required in order for the application to be considered complete.

Section C. The purpose of the initial escrow deposit shall be to facilitate an initial review of an application by one or more of a Board's consultants and shall be used in conformity with Town Code Section 138-2. Any unused portions of the initial escrow deposit shall be refunded to the applicant as required by Town Code Section 138-2(C).

Section D. In the case of complex, intense, large scale developments, or for other reasons which in the board's judgment requires the Board to continue to utilize the assistance of its consultants, the Boards may request that additional deposits be made to the escrow account subsequent to the initial escrow deposit to facilitate ongoing assistance from the Boards' consultants in accordance with the authorization and provisions set forth in Town Code Section 138-2(A).

Section E. At all times, this policy shall be administered in accordance with the provisions of Chapter 138 of the Town Code.

Offered by: Councilwoman Landra Haber Seconded Councilman John Wapner

Vote: Aye: Lull, Haber, Wapner Nay: Swartz Resolution adopted

Res. #94-17 Crellin Park Time Clock Purchase

WHEREAS, it is the Town policy to use a timeclock system for payroll record keeping; and WHEREAS, the Chatham Town Board has been advised by the Recreation Director that the existing timeclock, which is ten-years old and no longer in working capacity, is in need of replacement for the recreation employees to track work hours; and

WHEREAS, the Recreation Department did not budget for a new timeclock in the 2017 Budget; and

NOW, THEREFORE, BE IT RESOLVED, the Chatham Town Board authorizes the purchase of (one) timeclock from Central Time Clock for the sum of \$475.00 and be purchased with monies from the Fund A Contingency account. (Contingency Account (A1990.400) to Recreation Equipment Account (A7140.2)).

Offered by: Councilwoman Landra Haber Seconded by: Councilman John Wapner

Vote Aye: Lull, Haber, Swartz, Wapner Nay: None Resolution: adopted

Res. #95-17 to accept the abstract that was presented and to pay the bills

Offered by: Councilwoman Landra Haber Seconded by: Councilman John Wapner

Vote: Aye: Lull, Haber, Swartz, Wapner Nay: None Resolution: adopted

Discussion was had on the safety of the electrical box at the pavilion at Crellin Park.

Discussion was had about the Chatham Ghent Seniors not accepting the \$2000.00 monetary amount that was budgeted.

PUBLIC COMMENT

Jim Temple was not pleased that the Town was not going to hire an engineer to evaluate the dirt roads. He was concerned about the budget this year for the maintenance of the dirt roads.

Motion was made by Councilwoman Haber seconded by Councilman Wapner to adjourn at 8:15PM. Motion carried.

Respectfully submitted by, Janie Miller, Deputy Clerk