

AGENDA – REGULAR MEETING
VILLAGE OF POTSDAM BOARD OF TRUSTEES
JULY 20, 2020 – 4:30 P.M.

1

POINT OUT THE LOCATION OF THE EXITS ON THE NORTH AND EAST WALLS OF THE BOARD ROOM. ADVISE THAT THE BOARD ROOM HAS A CAPACITY FOR 109 PEOPLE.

ROLL CALL:

1. ACCEPTANCE OF MINUTES:

June 15, 2020	Public Hearing	4:15 p.m.
June 15, 2020	Regular Meeting	4:28 p.m.
June 29, 2020	Public Hearing	4:30 p.m.

2. MAYOR'S COMMENTS:

3. TRUSTEE'S COMMENTS:

4. ADMINISTRATOR'S COMMENTS:

5. MUSEUM DIRECTOR'S REPORT:

6. DPW SUPERINTENDENT'S REPORT:

7. PUBLIC COMMENTS:

SUNY Potsdam & Clarkson University reopening presentation.

Matt Cooper – B & L – WWTP project update.

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VILLAGE OF POTSDAM BOARD OF TRUSTEES
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2

8. NEW BUSINESS:

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the partial expenditures for the month of July 2020 in the amount of \$117,368.34 chargeable to the following funds:

General Fund	\$ 67,756.24
Water Fund	9,383.35
Sewer Fund	13,037.76
Hydro Fund	243.05
Trash Fund	21,410.96
Recreation Fund	<u>5,536.98</u>
TOTAL	<u>\$ 117,368.34</u>

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the additional expenditures for the month of June 2020 in the amount of \$638,979.78 chargeable to the following funds:

General Fund	\$ 252,486.51
Water Fund	89,543.21
Sewer Fund	73,927.58
Hydro Fund	23,860.66
Trash Fund	63.35
Trust & Agency Fund	15,110.04
Capital Fund	13,410.28
Payroll Fund	128,408.21
Recreation Fund	<u>42,169.94</u>
TOTAL	<u>\$ 638,979.78</u>

Ayes _____

Nays _____

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JULY 20, 2020 – 4:30 P.M.

3

Trustee _____ Moved and Trustee _____ Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Development Authority of the North Country in the amount of \$453.00 for professional services rendered through June 2020 for the Waste Water Treatment Plant Technical Services Agreement

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Environmental Design & Research in the amount of \$5,000.00 for professional services rendered through May 2020 for the Infiltration and Inflow Study.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Barton & Loguidice in the amount of \$4,156.00 for professional services rendered through April 2020 for the Water Pollution Control Facility and Pump Station Construction Administration.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Barton & Loguidice in the amount of \$10,390.00 for professional services rendered through May 2020 for the Water Pollution Control Facility and Pump Station Construction Administration.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Barton & Loguidice in the amount of \$5,195.00 for professional services rendered through June 2020 for the Water Pollution Control Facility and Pump Station Construction Administration.

Ayes _____

Nays _____

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VILLAGE OF POTSDAM BOARD OF TRUSTEES
JULY 20, 2020 – 4:30 P.M.

4

Trustee _____ Moved and Trustee _____ Seconded a resolution authorizing the Treasurer to pay the following:

TO: JE Sheehan Contracting Corp in the amount of \$3,895.00 for Pay Application #1 for the Flouride System Improvements Project.

Ayes _____ Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution authorizing the Mayor to sign Change Order No. 2 with Watson Electric in the amount of \$4,749.87 for labor, time and materials to perform the work required to install an additional ten (10) 120v outlet receptacles and one (1) 208v outlet receptacle in the dewatering and PSP buildings.

Ayes _____ Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution authorizing the Treasurer to pay the following:

TO: Passero Associates in the amount of \$7,221.00 for professional services rendered through May 2020 for the Land Acquisition at the Potsdam Airport, Damon Field FAA #3-36-0099-35-2019.

Ayes _____ Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the following Change Orders to the general construction contract with Eaton for the East Dam Hydro-Electric Generating Plant Renovation Project:

#1. Manufacture and install new switch gear in-lieu of repair of existing breakers:
\$115,655.00

#2. Restart costs associated with COVID-19 pandemic: \$16,626.00

#3. Extra diver expense related to dewater unit # 2: \$5,500.00

#4. Increased cost for Eaton's payment and performance bonding: \$2,039.25

Total of Change orders #1 through #4 = \$139,820.25. Funds to be provided through construction financing provided through the New York Power Authority for Project # ES-ESN-0626.

Ayes _____ Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution as follows:

LOCAL LAW #2-2020

Section 1. Purpose.

The purpose of this Local Law is to Amend Chapter 80 Dogs and Other Animals to amend §80-4 Exceptions to include Female Chickens; Add Chapter 180 Zoning, Article XIII Keeping of Domestic Poultry of the Village of Potsdam Municipal Code.

Section 2. Amendment.

§80-4. Exceptions

The provisions of this Article do not apply to animals, reptiles or birds kept in laboratories and used for scientific or medical research or kept in proper retail or wholesale business establishments operating under the Zoning Code or to female chickens maintained for human companionship and the production of eggs as set-forth in §180-55 of the Village Municipal Code.

ADD:

Chapter 180
Zoning

ARTICLE XIII
Keeping of Domestic Poultry

§180-55	Purpose
§180-56	Definitions
§180-57	Permits
§180-55	Purpose

§180-55 Purpose

The purpose of this section is to permit and regulate the keeping of domestic poultry within the Village of Potsdam and to ensure that the keeping of poultry does not pose a health and safety threat to the residents of the Village and to ensure the humane treatment of domestic poultry.

§180-56 Definitions

When used in these regulations, unless otherwise expressly stated or unless the content or subject matter otherwise requires, the following terms shall have the meanings indicated:

ACCESSORY STRUCTURE – A structure, the use of which is incidental to that of the residential building and which is located on the same premises.

CHICKENS OR DOMESTIC POULTRY – Herein defined as female chickens (*Gallus gallus domesticus*).

CHICKEN HOUSE/CHICKEN COOP – A structure designed to provide shelter and protection for chickens.

CHICKEN RUN – An enclosed area constructed to provide exercise space for chickens that is attached to a chicken house/coop.

OWNER –OCCUPANT – A person or household of related individuals who own and occupy a One or two family residence as their principal, year-round residence.

§180-57 Permits

1. Permits may only be granted to owner-occupants of one- and two-family residents situated within the R-1 and R-2 zoning districts.
2. Applications for a permit under this article must be in writing and submitted to the Code Enforcement Office. Included with the request shall be a sketch plan of the property which includes the location of the chicken coop and the chicken run in relation to established set-backs, and a sketch providing proof of a minimum of two square feet of nest space per chicken and at least eight square feet of chicken run per chicken (48 square feet maximum in total).
3. Permits shall be granted upon successful site inspection of the Code Enforcement Office of the Village of Potsdam to verify compliance with this article or any other applicable Local, State or Federal Law or Regulation.
4. Applicants must present a consent form signed by each abutting property owner noting their agreement to allow the applicant to keep poultry within their property boundaries.
5. Set Backs/Building Heights
 - a. No Coops/Runs shall be located in the front yard.
 - b. Set back measurements shall be taken from the residence to the closest edge of the Coop or Run.
 - c. Residential set backs – Chicken coops and runs must be located at least twenty feet from the owner-occupant's residence.
 - d. Side set back – Twenty Feet on One Side/Forty Feet Combined from side property lines.
 - e. Rear set back – Forty Feet from rear property line.
 - f. Building Height – Chicken Coops and runs shall be no greater than eight feet in height measured from the ground to the highest point on the structure.

6. Limitations

- a. Each applicant granted permission to keep chickens, shall be entitled to keep no more than six chickens at any given time. Roosters and castrated males shall not be kept, harbored or maintained.
- b. Chicken manure shall not be composted/stored within the Village of Potsdam.
- c. The slaughtering and processing of chickens is prohibited within the limits of the Village of Potsdam.
- d. Any deceased chickens shall be disposed of in accordance with NYS Agriculture and Market Law.

7. Revocation – Permits to have chickens may be revoked under any one of the following circumstances:

- a. The permit holder, owner or occupant violates the conditions established by the Village of Potsdam to house no more than 6 chickens on said property and/or any other provision of this article or any applicable State or Federal Law or Regulation.
- b. The permit holder, owner or occupant is found to have treated chickens in an inhumane fashion or has been neglectful in their care.
- c. The permit holder's chickens create an attractive nuisance for rodents or animals which prey upon chickens that might also cause harm to the health, safety and welfare of Village residents.
- d. The permit holder fails to maintain the chicken coop, or the chicken run in a sanitary condition that poses a hazard to human health and welfare and the welfare of the chickens.

Section 3. Enactment.

This Local Law shall become effective immediately upon the notification of the filing of same with the Secretary of State.

ROLL CALL VOTE:

Ayes

Nays

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JULY 20, 2020 – 4:30 P.M.

8

Trustee _____ Moved and Trustee _____ Seconded a resolution to go into Executive Session for discussions regarding proposed, pending or current litigation at _____ p.m.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution to adjourn the Executive Session at _____ p.m.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution to adjourn the Regular Meeting of the Village of Potsdam Board of Trustees of July 20, 2020 at _____ p.m.

Ayes _____

Nays _____