

A Regular Meeting of the Village of Potsdam Board of Trustees was held on Monday, August 16, 2021, at 4:30 P.M., in the Civic Center Board Room, Park Street Potsdam, NY.

PRESENT: Mayor Tischler
Trustees Warr, Jacobs-Wilke & Lee

ALSO PRESENT: Lori Queor, Village Clerk/Registrar
Cara Adams, Treasurer
Greg Thompson, Administrator
Jim Corbett, DPW Superintendent
Lisa Newby, Code Enforcement Officer
Trey Smutz, Recreation Director
Mark Murray, Police Chief

Mayor Tischler opened the meeting at 4:30 P.M and pointed out the location of the exits on the north and east walls of the board room. He advised that the board room has a capacity for 109 people.

The Mayor then took the roll and stated that all members were present except for Trustee McKenna and Jacobs-Wilke. Trustee Jacobs-Wilke arrived at 4:35 p.m.

The Mayor then stated that the following sets of minutes had been submitted for Board acceptance:

July 26, 2021	Public Hearing	4:20 p.m.
July 26, 2021	Regular Meeting	4:30 p.m.

Motion was made by Trustee Lee and Seconded by Trustee Warr to accept the minutes as submitted. All were in Favor – None Opposed – Motion Carried.

Mayor's comments: Covid is coming back stronger than ever. Wear masks, social distance and get vaccinated.

Trustee's Comments:

Trustee Warr – None

Trustee Lee – Porch Fest is scheduled for September and hopefully it will be as successful as it was last year.

Trustee Jacobs-Wilke – Fred and I are working on a grant application for a pavilion in Ives Park near the Farmer's Market.

Administrator's Comments: Administrator Thompson provided a written report which is on file with the Village Clerk. He then went over his report with the board.

Recreation Director's Report: Recreation Director Smutz provided a written report which is on file with the Village Clerk. He then went over his report with the board.

Code Officer's Report: Code Officer Newby provided a written report which is on file with the Village Clerk. She then went over her report with the board.

Public Comment: Matt Tessier provided the board with information on a marathon he would like to hold in March.

Paul Hornak of 37 Lawrence Avenue addressed the board about the flooding of his basement. He stated that Mr. Corbett created a solution which was putting in a curb of which Mr. Hornak paid half the cost. Mr. Hornak was now asking for a refund of the \$1,620 he paid for half the cost of the curb. The Mayor stated that he would discuss it with the Board and get back to him.

New Business:

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution approving the partial expenditures for the month of August 2021 in the amount of \$157,695.18 chargeable to the following funds:

General Fund	\$ 75,970.21
Water Fund	10,562.59
Sewer Fund	55,348.62
Hydro Fund	38.00
Trust & Agency Fund	295.00
Trash Fund	13,800.00
Recreation Fund	<u>1,680.46</u>
TOTAL	<u>\$ 157,695.18</u>

Ayes 4	(Deputy Mayor Warr)	Nays 0
	(Trustee Warr, Lee & Jacobs-Wilke)	

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution approving the additional expenditures for the month of July 2021 in the amount of \$1,725,727.05 chargeable to the following funds:

General Fund	\$ 158,162.81
Water Fund	425,720.72
Sewer Fund	19,317.39
Hydro Fund	49,318.46
Trash Fund	73.92
Capital Fund	946,756.48
Payroll Fund	111,772.83
Recreation Fund	<u>10,858.98</u>
TOTAL	<u>\$1,725,727.05</u>

Ayes 4	(Deputy Mayor Warr)	Nays 0
	(Trustee Warr, Lee & Jacobs-Wilke)	

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Environmental Design & Research in the amount of \$78,000.00 for professional services rendered through July 31, 2021, for the Repainting of the Water Storage Tank project.

Ayes 4	(Deputy Mayor Warr) (Trustee Warr, Lee & Jacobs-Wilke)	Nays 0
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Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Development Authority of the North Country in the amount of \$151.00 for professional services rendered through July 2021 for the Crosstown Canal Project Phase II.

Ayes 4	(Deputy Mayor Warr) (Trustee Warr, Lee & Jacobs-Wilke)	Nays 0
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Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Passero Associates in the amount of \$31,366.39 for professional services rendered through June 2021 for the Parallel Taxiway Reconstruction Project FAA #3-36-0099-037-20.

Ayes 4	(Deputy Mayor Warr) (Trustee Warr, Lee & Jacobs-Wilke)	Nays 0
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Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Clarkson University in the amount \$2,000 for the GIS Intern Support.

Ayes 4	(Deputy Mayor Warr) (Trustee Warr, Lee & Jacobs-Wilke)	Nays 0
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Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Amstar of Western New York in the amount of \$317,319.00 for Payment Application #2 for the repainting of the Clarkson Water Tower project.

Ayes 4 (Deputy Mayor Warr)
(Trustee Warr, Lee &
Jacobs-Wilke)

Nays 0

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution as follows:

LOCAL LAW #4-2021

Section 1. Purpose.

The purpose of this Local Law is to Amend Chapter 180 Zoning, Article II Definitions and Article V Supplementary Regulations of the Village of Potsdam Municipal Code.

Section 2. Amendment.

§180-4 Definitions

AMEND:

STRUCTURE:

Anything human-made that is fastened to or into the earth, or another structure that rests on the earth by its own mass, including but not limited to: residential, commercial or industrial buildings, accessory buildings, surface parking areas, carports, free standing or attached canopies, storage sheds, swimming pools, stadiums, platforms, radio towers, satellite dish antenna, bins, fences and signs.

DELETE:

YARD, MINIMUM FRONT

ADD:

YARD, FRONT

An open and unoccupied space of a lot facing a street, extending across the front of the lot between the side lot lines and from the outermost front surface of the main building or structure to the front lot line with the minimum distance between the front lot line and the main building line as specified for the zoning district in which the lot is located. A corner lot shall comply with the minimum front yard requirements for each portion of the lot facing the street.

§180-22 Off-Street Parking and Loading Requirements

AMEND:

§180-22 (D) (4)

The parking of motor vehicles is prohibited in any front yard as defined in §180-4 in all zoning districts in the Village of Potsdam unless a parking space or vehicle is located in a designated driveway conforming to the provision of these regulations, except for retail motor vehicle sales lots located in the B-1, or commercial land uses in the Aviation and Industrial zoning districts.”

ADD:

§180-22 (F)

The construction of structures designed and intended to accommodate the parking of motor vehicles of any kind in a front yard as defined in §180-4 is prohibited in all of the Village of Potsdam’s zoning districts except for commercial land uses in the Aviation and Industrial zoning districts and retail motor vehicle sales lots located in the B-1 zoning district.”

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 4	(Deputy Mayor Warr)	Nays 0
	(Trustee Warr, Lee & Jacobs-Wilke)	

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution to hold a public hearing on Tuesday, September 7, 2021, at 5:30 p.m. in the Civic Center Board Room, Park Street, Potsdam, NY. The purpose of the hearing is to receive public comments on a proposed local law to amend Chapter 180 Zoning Map to rezone the current H-2 properties to H-1 and the R-2 properties on Waverly Street per the map to H-1.

Ayes 4	(Deputy Mayor Warr)	Nays 0
	(Trustee Warr, Lee & Jacobs-Wilke)	

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution to hire Jan E. Felt, 103 School House Road, Canton, NY to the part-time Administrative Assistant position in the Planning and Development Office effective September 1, 2021.

Ayes 4	(Deputy Mayor Warr)	Nays 0
	(Trustee Warr, Lee & Jacobs-Wilke)	

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution to adjourn the Regular Meeting of the Village of Potsdam Board of Trustees of August 16, 2021, at 5:20 p.m.

Ayes 4

(Mayor Tischler)
(Trustee Warr, Lee &
Jacobs-Wilke)

Nays 0

Respectfully submitted,

Lori S. Queor
Village Clerk