

AGENDA – REGULAR MEETING
VILLAGE OF POTSDAM BOARD OF TRUSTEES
TUESDAY – JULY 5, 2016 – 3:00 P.M.

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 20, 2016	Regular Meeting	7:00 p.m.
June 20, 2016	Executive Session	8:12 p.m.

2. MAYOR'S COMMENTS:

- Closing of Market Street for First Saturday which will be September 3rd this year.

3. TRUSTEE'S COMMENTS:

4. ADMINISTRATOR'S COMMENTS:

5. DANC REPORT ON GIS:

6. PUBLIC COMMENT:

7. NEW BUSINESS:

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the partial expenditures for the month of July 2016 year end in the amount of \$30,178.10 chargeable to the following funds:

General Fund	\$ 14,922.71
Water Fund	7,018.39
Sewer Fund	5,990.59
Hydro Fund	418.58
Planning & Development Funds	<u>1,827.83</u>
TOTAL	\$ <u>30,178.10</u>

Ayes _____

Nays _____

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

To: J.E. Sheehan Contracting in the amount of \$202,635.27 for Pay Application #6 for the Runway 6-24 Rehabilitation Project at the Potsdam Airport. FAA#3-36-0099-30-14 NYSDOT No. 7907.50.

Ayes _____

Nays _____

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

TO: Passero Associates in the amount of \$25,435.74 for professional services rendered through May 31, 2016 in connection with the Potsdam Airport Runway 6-24 Rehabilitation Construction Administration FAA Project #3-36-0201-031-15.

Ayes _____

Nays _____

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

TO: Passero Associates in the amount of \$12,90.00 for professional services rendered through May 31, 2016 in connection with the Potsdam Airport Runway 6-24 Rehabilitation Design & Grants Administration FAA Project #3-36-0099-030-14.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution authorizing Chief Operator Bob Henninger to attend the NNYWWC Training on August 10th in Cranberry Lake, NY and the Local Government Conference on October 11th at SUNY Potsdam.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the Probationary Appointment of Mackenzie Moulton, 649 Parmenter Road, Potsdam, NY to the position of Dispatcher in the Police Department effective July 18, 2016 with a starting salary of \$32,001. Probationary period shall be for one (1) year.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution authorizing the Police Chief to sign the Agreement Number 9 to the North Country Crime Analysis Center Memorandum of Understanding.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the Mayor's re-appointment of Thomas Ortmeier, 15 Lawrence Avenue, Potsdam, NY to the Housing Authority Board with a term to expire June 18, 2021.

Ayes _____

Nays _____

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

LOCAL LAW #5-2016

Section 1. Purpose.

The Purpose of this Local Law is to Remove Chapter 23, Library of the Village of Potsdam Municipal Code.

Section 2. Amendment.

REMOVE CHAPTER 23, LIBRARY IN IT'S ENTIRETY

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:

Trustee _____ Moved and Trustee _____ Seconded a Resolution Approving the Permit, Occupancy, Application Fees, etc. revised Fee Schedule as follows:

1. Residential Building Permit:
 - A. Minimum Fee - \$0 to \$5,000 \$ 40.00
 - B. For Each \$1,000 Above \$5,000 Up to \$100,000.00 \$ 8.00
 - C. \$100,000.00 and Up \$800.00
 - D. Permit Renewal \$ 25.00
2. Commercial Building Permit:
 - A. Mimimum Fee - \$0 to \$5,000 \$ 40.00
 - B. For Each \$1,000 above \$5,000 \$ 8.00
3. Pools \$ 25.00
4. Demolition Permit
 - A. Minimum Fee - \$0 - \$20,000 \$ 50.00
 - B. For Each \$1,000 Above \$20,000 \$ 5.00
5. Fee for not obtaining a Building Permit \$200.00
6. Fee for not obtaining a Demolition Permit For Demolition of:
 - A. Post 1974 Structure \$200.00
 - B. Pre 1974 Structure \$500.00
7. Fee for Illegal Curb Cut/Driveway \$500.00

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- 8. Performance Guarantee Bond
 - A. Minimum Up To 100 Square Feet \$500.00
 - B. Per Square Foot Above 100 Sq. Ft. \$ 5.00

- 9. Planning Board
 - A. Site Plan Review \$ 50.00
 - B. Special Use Permit \$ 50.00
 - C. Sign Permit \$ 50.00
 - D. Zoning Change \$ 50.00

- 10. Zoning Board
 - A. Variance \$ 50.00
 - B. Appeal/Interpretation \$ 50.00

- 11. Rental Inspection Fee
 - A. Initial Inspection \$ 25.00 Per Unit
 - B. First Re-Inspection Free
 - C. 2nd Re-Inspection \$ 75.00 Per Unit
 - D. 3rd Re-Inspection \$300.00 Per Unit
 - E. 4th Re-Inspection \$1,500.00 Per Unit
 - *One reschedule is allowed at no cost

- 12. Registration Fee \$25.00

- 13. Temporary Sign/Banner \$20.00

Note: All Building Permit fees are based on Total Project Value.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the attendance of Patrolman Corbin Gates-Shult to the Field Training Officer Course July 10-13 in Binghamton, NY. Course fee of \$50.00 and lodging and meals to come from the Police Travel/Training line of the budget.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the additional expenditures for the month of June 2016 year end in the amount of \$711,128.19 chargeable to the following funds:

General Fund	\$ 263,750.09
Water Fund	96,322.86
Sewer Fund	60,667.59
Hydro Fund	21,383.87
Trash Fund	58.94
Trust & Agency Fund	3,062.50
Capital Fund	235,241.87
Payroll Fund	20,640.47
Recreation Fund	<u>10,000.00</u>
TOTAL	\$ <u>711,128.19</u>

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution authorizing the Mayor, or in his absence the Deputy Mayor, to submit a Letter of Intent to Apply for grant funding through the Restore New York Program on behalf of one or more private sector applicants who propose eligible projects that will meet Empire State Development's 10 percent matching funds requirement; and further that will:

1. Revitalize the Village Center and induce commercial investment.
2. Improve the local housing stock.
3. Increase the Village's real property tax base; and,

The project developer(s) must agree to pay a reasonable administration fee to the Village for providing customary grant administration and program delivery services and at a minimum, the following Empire State Development fees: \$250 application fee, a one point grant commitment fee and any required legal notices for public hearings, public hearing fees and stenography.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the probationary appointment of Preston C. Forbes, 1066 Morley-Potsdam Road, Potsdam, NY to the position of Head Motor Equipment Mechanic effective July 18, 2016 at the hourly rate of \$20.25 per hour. Probationary period shall be for a minimum of 6 months and a maximum of 1 year.

Ayes _____

Nays _____

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Trustee _____ Moved and Trustee _____ Seconded a resolution approving the resignation of Trustee Eleanor Hopke from the Recreation Committee effective immediately and thanking her for her service to this committee.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the Mayor's appointment of Trustee Nicholas Sheehan to the Recreation Committee effective immediately.

Ayes _____

Nays _____

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

TO: Barton & Loguidice for Professional Services thru May 21, 2016 for the WPCF and PS Design in the amount of \$49,142.33.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution to adjourn the Regular Meeting of the Village of Potsdam Board of Trustees of July 5, 2016 at _____ p.m.

Ayes _____

Nays _____