

Regular Meeting of the Chaumont Board of Trustees

**Village of Chaumont/Town of Lyme Municipal Office
Located at 12175 NYS Route 12E
Held on the 18th Day of May, 2021**

Board Members Present:

Mayor: Valerie Rust
Deputy Mayor: Michael Nichols
Trustee: Patricia Reome
Trustee: James Morrow
Trustee: Dori-Ann Froelich

Also Present:

Village Clerk: Karen Fitzgerald
George Talbot

Regular Board meeting of the Village of Chaumont Board of Trustees

Mayor Rust opened the Village of Chaumont Board of Trustees May 18, 2021 Regular Board Meeting at 6:30 p.m. Mayor Rust asked that the minutes reflect that all trustees are present this evening.

Privilege of the Floor

George Talbot, 27491 Park Dr, attended tonight's meeting to request water to his new home on Park Dr. just outside the Village limits. He presented an agreement signed by the Village Board on June 17, 2009, stating their approval to allow him to hook into the Village water system. The agreement included a condition that specifically required Norm Schreib to inspect and approve the installation. Since Mr. Schreib is no longer living in the area, Mayor Rust stated that we would have our consultant, Greg Ingerson make the inspection of the meter pit and waterline. Provided all work is in order, the Village will install a meter and MXU at the expense of Mr. Talbot. Water rates will be charged as an outside water user.

DPW Updates

Mayor Rust, Trustee Morrow and Trustee Nichols will be meeting at the beach with Al & Garrett on June 1st to discuss necessary clean up and preparations to open the beach. Trustee Morrow mentioned that the boat play area is in better condition than was originally thought.

The Village will assist the school with berm removal, rock and post removal in an effort to prepare the area for the new school playground that will be placed this summer. The School has offered the existing playground to the Village and Town municipalities to be used at other public facilities. The Town announced that they will allow the Village to choose what portion(s) of the playground equipment will be suitable for the beach or other facilities. Mayor Rust stated that she will ask Al to coordinate with the school to determine a timeline for the project.

Summer Youth Program

The Village has been awarded a summer youth to work with the DPW. Austin Barney will start on July 6th through August 6th to assist the DPW with mowing and weed-wacking. Austin's wage will be paid through this County program.

NYSDOT Sign Resolution – Resolution 28

DOT has agreed to place a “no parking from here to corner” sign near the intersection of Washington St. and NYS Rte 12E. The Village Board of Trustees forwarded the following resolution:

At their regular monthly meeting of May 18, 2021, the following members of the Village of Chaumont Board of Trustees were present:

Mayor Valerie Rust
Deputy Mayor Michael Nichols
Trustee Patricia Reome
Trustee Dori-Ann Froelich
Trustee James Morrow

At said meeting, Trustee Morrow forwarded the following resolution, which was seconded by Trustee Reome:

BE IT RESOLVED, The Village of Chaumont requests the NYS Department of Transportation to place a sign “No parking from here to corner” to limit parking on Rte. 12E at the southeast corner of Washington St. & Rte. 12E.

VOTING: Ayes: 5 Nays: 0

Resolution 28 Adopted

Solar Project Permit Extension

CS Energy, the contractor for 12625 Morris Tract Road, LLC has requested an extension of the building permit until December 31, 2021. They cite that they are experiencing delays in receiving materials for the project as the reason for the request.

In review of the request, it was found that a zoning/building permit fee was never assessed at the time of granting the original permit. The Board has learned that it is common for municipalities to charge a zoning fee usually based on a metric regarding the size of the project. The trustees instructed Karen to reach out to neighboring communities to determine what metric they are using to determine a fair and prudent fee to charge.

Karen reported that she has reached out to the Town of LeRay, Hounsfield and Cape Vincent. Each municipality determines their fee on different metric. For example, the Town of LeRay charges \$2,000. for the first 1,000.00 MW and \$1,000. for each additional MW on a parcel.

It was decided that it would behoove the Village to seek legal council on how we should proceed. The Village Board however is not adverse to the time extension for the permit.

Village Planning Board

Zoning Map

The VPB submitted a draft of the proposed map and recommendations for consideration by the Village Board for the following changes to the existing zoning map:

- Removal of Residential A & B areas, new area termed Residential
- Change Waterfront zone to Residential mixed use zone
- Change Business 1 & 2 to Central Business zone. The map also indicates expansion of the area from just before Washington St to Dollar General on NYS Rte12E.
- Change B-2 zone to Mixed Use Business
- Add an AGR zone-Agricultural Residential

The VPB did not see any issue for the few parcels that fall in two zoning districts (parcels in two zoning districts).

Land Development Code

Suggestions by the VPB for consideration of changes to allowable uses in the Land Development Code law include adding definitions including Boutique, Car Wash and allowing two family dwellings in the Residential Mixed Use & Central Business districts. Below is a list of their suggestions:

BARS: will be allowed in RMU with Site Plan Review;
CAR WASHES: will be allowed in CB with SPR
TWO-FAMILY DWELLINGS: changed to allow in RMU and CB
MANUFACTURED HOMES: now permitted
FUNERAL HOMES: add to permitted in RES and CB with SPR
KENNELS: add to AGR with SPR
MOTELS: require SPR in ALL districts
RESTAURANTS: No change
SOLAR (MEDIUM): removed from RES

Mayor Rust stated that she has grave concerns regarding car wash businesses. Her concerns include the impact to the sewer system and stress on the WWTP. Noise is also a concern for adjacent residences even if business hours are limited.

After much discussion, it was decided that the trustees would like more time to review the map and law changes and tabled scheduling a public hearing until next meeting.

VPB Fee Increase Recommendations

The VPB supplied a detailed comparison of fees charged by area municipalities. The recommendation was prompted due to the cost to the Village for these special situations and made the following recommendations for fee increases:

Site Plan Review:	Currently-\$75.00	Recommended-\$125.00
Special Meeting:	Currently-\$50.00	Recommended-\$200.00

After much discussion, Trustee Nichols forwarded the following resolution, which was seconded by Trustee Reome:

RESOLUTION NO. 29

BE IT RESOLVED, that the Village of Chaumont Board of Trustees will adopt new fees for Site Plan Review from \$75 to \$125.00 and Special meeting fee from \$50.00 to \$200.00 effective on June 1, 2021.

VOTING: **Ayes: 4**
 Nays: 1

The roll call vote was:	Valerie Rust, Mayor	_yes_____
	Michael Nichols, Deputy Mayor	_yes_____
	Patricia Reome, Trustee	_yes_____
	Dori-Ann Froelich, Trustee	_yes_____
	James Morrow, Trustee	_ no_____

Resolution #29 Adopted.

Water/Sewer Relevies

There has been much confusion as to the ability of the Village to relevy delinquent water & sewer accounts due to the NYS Water Termination moratorium. At the April meeting it was thought that both water & sewer could be relevied, however a recent NYS directive states that delinquent water accounts could NOT be relevied to Village taxes. Seven delinquent sewer balances were sent to the County totaling \$2,737.80 be added to the taxes. Outstanding delinquent water balances total \$3,005.66 and will remain on the individual’s billing account.

Local Control of Cannabis Legislation

Local municipalities have the option to opt out of allowing cannabis sales in their community by adopting a local law subject to a permissive referendum.

Karen reported that the Village could hold a public referendum on whether the Village Board should allow businesses that deal with sales of cannabis within the Village limits, during General Election on Nov. 2, 2021. The exact wording for the vote must be supplied to the Jeff. Co. Board of Elections by the end of July so that it can be included on the ballot. Discussion tabled

Motion to Approve Minutes of the April 20, 2021 board meeting:

Upon a Motion by Trustee Reome, Seconded by Trustee Morrow, and unanimously passed, it was **“Resolved** to Approve the Minutes of the April 20, 2021 Village of Chaumont Regular Board Meeting.

Motion to Approve Payment of Abstract #12 of the May 18, 2021 Board Meeting:

Upon a Motion by Trustee Reome, second by Trustee Morrow and unanimously passed, It was **“Resolved”** to Approve Payment for Abstract #12 of the May 18, 2021 Regular Board Meeting in the amounts of \$19,446.75 General Fund; Vouchers 1408-1418 \$1,424.63 Water Fund, Vouchers 413-415, \$7,754.89 Waste Water Fund, Vouchers 683-691, Trust & Agency: \$1,666.41 Voucher #82.

April 2021 Accounts Receivables

General Fund

Real Property Tax	A1001:	\$	4,355.57
Lieu of Taxes	A1081:	\$	-0-
Jeff. County Sales Tax	A1120:	\$	-0-
Penalty/Interest:	A1090:	\$	-0-
Gross Utility Tax:	A1130:	\$	49.52
Franchise Fees:	A1170:	\$	-0-
Clerk Fees: -	A1255:	\$	-0-
Registrar Fees:	A1603:	\$	-0-
Building Permits:	A2555:	\$	20.00
Unclassified	A2770:	\$	25.51
Beach fees:	A7140:	\$	-0-
Chips	A3501	\$	-0-
State Aid: Aid & Incentives	A3001	\$	<u>3,258.28</u>
Total:			7,708.88

Water Fund

Metered Water Sales	F2140-1:	\$	13,554.11
O&M/DCC FEES:	F2140-2:	\$	10,188.78
Unmetered Water:	F2142:	\$	0.00
Interest & Penalty Fee:	F2148:	\$	31.50
Water Meter Fees	F2144:	\$	135.46
Service Connection fees:	F2145:	\$	<u>0.00</u>
Total:		\$	23,909.85

Sewer Fund

Debt Service:	G2122:	\$	6,285.01
Usage Fee Sewer Rent:	G2120:	\$	11,508.11
Interest & Penalty Fees:	G2128:	\$	31.51
O&M Fees:	G2770:	\$	<u>3,889.30</u>
		\$	27,576.38

Water/ Sewer Report

Karen reported that the water meter at JRC has not read water usage for 9 billing cycles since January 2020. Al inspected the meter and found it was defective. A new meter has been installed. An average of 9 billing cycles indicates that usage would equate to 45 k/gal per billing cycle. Based on this average, it was determined that water & sewer revenue loss was approximately \$3,915.00. The trustees directed Karen to speak to JRC to explain the circumstances and work out a plan for payment. The trustees agreed that a term for payments could be arranged if they are unable to pay in full. If JRC is capable of payment in full, the trustees agreed that they would reduce the amount owed to \$2,500.00.

The water meter at Marlene Mussot's residence has not been reading since August 2020. Since DPW could not get in to read the meter, estimated readings have been used to determine usage. Al inspected the meter and found it needed to be replaced. An actual reading indicated that usage was 18 k/gal more than the estimated charges. Karen contacted Marlene to explain the usage discrepancy and adjusted her account accordingly.

The water shed repair expense came in higher than estimated. Actual costs totaled \$1,360.34.

Mayor's Report

Mayor Rust has contacted P&T for a quote to evaluate each of the Village's seven sewer lift stations and make recommendations on a 5-7 year plan for replacement of lifts. General life cycles of these lifts are 15-20 years. It is expected that more repairs or replacement will be necessary as they age.

We would like to have JL Excavation repair the shut off at Priscilla Audo's property prior to their completion of the Water Street project.

We need to schedule Travis to install a 2" meter at the old milk plant on Morris Tract Rd owned by Paula Petroske.

Mayor Rust has contacted two contractors requesting quotes to repair the tennis courts.

Pool filling policy: Mayor Rust proposed a pool filling policy for the 2021 summer season. A letter will be posted on the website and mailed to residents who generally fill their pool through their own meter. The established policy will instruct the resident to contact the Village office to set the date of the filling, then take a picture of the meter prior to filling and another picture of the meter when completed. The number of gallons used will need to be reported to the Village Clerk for sewer credit adjustment. Upon a motion by Trustee Froelich, second by Trustee Morrow and all in favor, it was resolved to adopt the new pool filling policy.

Mayor Rust has been in contact with Kent at the NYSDOT to request authorization to channel storm water from Water Street into the proposed catch basin to be installed with the bridge replacement project. An approval has not been received at this time.

Committee Reports

Trustee Reome & Trustee Froelich: The Village Planning Board is requesting the Village Board review the approved Wise Guys site plan. Their landscaping is behind schedule which is affecting the Town to move forward with harmonious planting. Karen supplied copies of the approved site plan for the Board's review. Mayor Rust will talk with Andy Williams to determine their intention for future plantings.

Trustee Morrow: It is still questionable if Summer Rec will be held this season. The youth commission has requested the Village DPW to pick up trash at the ballfield for the season.

Trustee Nichols: Nothing to report.

Old Business

Standard Workday Resolution

In November 2020, Karen informed the VBT that the NYS Retirement System now has job codes that allows for a flex time employee. This job code is better suited for her position. The job code would allow the Village Clerk's position to be coded similar to an elected official without timekeeping.

Upon this change, correspondence was received from the NYS Retirement System that the standard workday resolution submitted for Clerk Karen Fitzgerald was not sufficient to determine her non-timekeeping position as full time. Their recommendation was to keep a Record of Activities log for the months of February, March and April 2021. The result of record of activities log indicated documented hours of 551.50 for the time frame resulting in the average number of days worked per month as 22.98.

Upon a motion by Trustee Froelich, a second by Trustee Nichols, and unanimously passed, it was resolved to approve the submitted Standard Work Day hours for Mrs. Fitzgerald as 22.98 per month.

The Standard Workday and Reporting Resolution must be approved by the Board and publicly posted for 30 days, then submitted to the NYS Retirement System.

New Business

Deputy Mayor Nichols submitted his resignation as Deputy Mayor effective June 1, 2021. He has agreed to remain on as a trustee. Mayor Rust accepted Trustee Nichols resignation as Deputy Mayor and appointed Trustee Morrow as Deputy Mayor effective June 1, 2021.

Correspondence

NYS Public Service Commission: Notice regarding the proceeding on motion of the Commission in regard to gas planning procedures. A public hearing was held on May 12, 2021.

Executive Session

Mayor Rust made a motion to enter into executive session at 9:02 pm to discuss employee evaluations. The Board of Trustees closed the executive session at 9:18 pm.

Motion to Adjourn:

Upon a Motion by Trustee Nichols, Seconded by Trustee Morrow, and unanimously passed, It was “ **Resolved** to adjourn the Regular Meeting of the Village of Chaumont Board of Trustees May 18, 2021 at 9:18 p.m.

Respectfully Submitted,
Karen Fitzgerald, Village Clerk/Treas.