

VILLAGE OF PELHAM BOARD OF TRUSTEES REGULAR MEETING
TUESDAY, OCTOBER 16, 2007 – 7:30 P.M.
VILLAGE HALL – 195 SPARKS AVENUE, PELHAM, NY

MINUTES

- | | | |
|----|--------------------------------|---------------|
| 1. | Call To Order | |
| 2. | Pledge of Allegiance | |
| 3. | Mayor's Report | |
| 4. | Trustees' Reports | |
| 5. | Village Administrator's Report | Approximate |
| 6. | Public Comment | Starting Time |
| # | Agenda Items: | of Discussion |

	Committee Reports	7:45 p.m.
7.	Pelham Post Office.	Discussed
8.	Flooding initiatives.	Discussed
9.	Streetscape Clean-up & Improvements.	Discussed
10.	Cliff Remediation for Pelham Medical Group.	Discussed
11.	Comprehensive Plan update.	Discussed
12.	Website and Telecommunications initiatives.	Discussed
	General Business	8:15 p.m.
13.	Site Plan approval for 414 9 th Avenue – addition of a driveway and a 1-car garage for an existing single family home.	Referred to ARB for review
14.	Review, Discussion and Comment on the Draft Comprehensive Plan for the Village of Pelham, NY, in preparation for the October 30, 2007 presentation by Saratoga Associates.	Discussed
15.	Authorizing a renewal of the inter-municipal agreement with Westchester County for Telecommunications Services.	Authorized
16.	Enacting Street Parking Regulation changes in front of Colonial Elementary School on Highbrook Avenue.	Approved
	Housekeeping	8:45 p.m.
17.	Authorizing the Accounts Payable	Approved
18.	Old Business/New Business	
19.	Minutes – September 18, 2007 and October 2, 2007	Approved 9/18/07 only
20.	Executive Session	
21.	Adjournment	Adjourned

Next Regular Board Meetings are Tuesdays October 30th and November 13th.

The November 6th Meeting is cancelled.

* All meetings start at 7:30 p.m. unless otherwise noted.

Agenda is subject to change.

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TUESDAY, OCTOBER 16, 2007 – 7:30 P.M.
VILLAGE HALL – 195 SPARKS AVENUE, PELHAM, NY

Item #1 – Meeting called to order: The meeting of the Board of Trustees was called to order by Mayor Edward Hotchkiss at 7:40 p.m.

The following members of the Board of Trustees were present:

Mayor Edward Hotchkiss, Trustees Greco, Homan, Lewis, Morris, Potocki, and Weinstein.

Village staff in attendance:

Administrator/Treasurer Richard Slingerland and Administrative Aide Devron Wilson

Item #2 – Pledge of Allegiance:

The Pledge of Allegiance was led by Mayor Edward Hotchkiss.

Item #3 – Mayor’s Report:

Mayor Hotchkiss reported that the village was given notice yesterday that Zoning Board of Appeals Chairman Dave Daly, is resigning from the Zoning Board of Appeals. The village will need to appoint a new chairman and trustee to the Zoning Board of Appeals.

Item #4 – Trustees’ Report:

Trustee Potocki reported that Police Officer Sousa and Police Officer Carden are the third and fourth police officers from Pelham to receive Tactical Training. They should be done with their tactical training in approximate 2 to 4 weeks. Once Police Officer Sousa and Police Officer Carden have completed tactical training, the Pelham Police Department will have a complete 4 man tactical team.

Trustee Potocki also reported that the village has expanded its shopping hours for meter key use. Any resident who wishes to purchase a meter key should visit Village Hall. Staff is available to help you Monday, Wednesday, and Friday from 8am to 5pm, and Tuesday and Thursday from 8am to 7pm. There is a \$16.50 deposit for each meter key.

Trustee Homan reported that on Wednesday, October 24, 2007, both the Village of Pelham and the Village of Pelham Manor will host a “Walk to School Day” in connection with the Safe Routes to School Program. Information about the event will be advertised in the Pelham weekly, and signs will be posted throughout the village. Trustee Homan also reminded residents and taxi’s to slow down when driving near the schools.

Trustee Lewis had nothing to report.

Trustee Morris had nothing to report on that was not included in the agenda.

Item #5 – Village Administrator’s Report:

Village Administrator Richard Slingerland had nothing to report on that was not included in the agenda.

Item #6 – Public Comment: None.Item #7 – Pelham Post Office:

Mayor Hotchkiss reported that the Architectural Review Board (ARB) and the Planning Board met with the Post Office to discuss and propose alternatives for the facade of the new Post Office building. He mentioned that the Post Office stated, and after review the ARB and Planning Board agreed, that they could not reverse the Post Office building to have the front entrance face towards the east and 5th Avenue. He also mentioned they would continue to discuss proposals to improve the aesthetics of the proposed building.

Item #8 – Flooding initiatives:

Ms. Doris Mullen of 407 4th Avenue thanked Mayor Hotchkiss for including them in the meeting with Senator Klein about flooding solutions. Everyone agreed in the hope that there could be an end in sight in the next couple of years. She mentioned she had installed a dam in front of her driveway to prevent future flooding of her garage and basement, and asked the Board to consider whether the Village could make changes for residents to park in the street, or in other locations, in advance of threatened flooding.

With regard to Glenwood Lake, Administrator Slingerland reported that the City of New Rochelle had provided the Village with tax records indicating that the area west of the Glenwood Lake is owned by Westchester County. Mr. Slingerland contacted Westchester County about this and is waiting for them to get back to him. Mr. Slingerland also reported that the village sent out an RFP to video and reline some of the Village’s storm drains and sanitary sewers, and video the Highbrook Avenue culvert. He further reported that United Water will be removing an obstruction from the storm drain at 5th Avenue and 6th Street within the next two weeks.

Item #9 – Streetscape Clean-up & Improvements:

Trustee Morris reported that she is in the process of scheduling a date for a Volunteer Clean Up. Administrator Slingerland informed everyone that additional garbage pick up days and street-clean up days have been added to the schedule.

Item #10 – Cliff Remediation for Pelham Medical Group:

Administrator Slingerland mentioned that Pelham Medical Group is just about finished with Phase 1 of the rock cliff remediation. There is a large boulder behind the Rigatoni

building that still needs to be removed. Building Inspector Len Russo and the Village's engineers will continue to review the process.

Item #11 – Comprehensive Plan update:

* Update provided by Trustee Weinstein during item # 14 on the agenda.

Item #12 – Website and Telecommunications initiatives:

Administrator Slingerland reported that the Village Call Management System is working on the village website. Residents should visit www.pelhamgov.com, click the icon to the right that reads, "Public complaints, concerns, repairs, etc.", and submit their inquiry.

Item #13 – Site Plan approval for 414 9th Avenue – addition of a driveway and a 1-car garage for an existing single family home:

Tom F. Abillama, RA, who is the architect for Mr. Ferrer, gave a brief presentation about the proposed project.

The project was approved by the Planning Board, but was never reviewed by the Architectural Review Board. The Architectural Review Board must approve a plan of this nature before the plan can be approved by the Board of Trustees.

*This topic was referred to the ARB for recommendation and approval.

RESOLUTION
AUTHORIZING THE SITE PLAN (FERRER) TO ADD A DRIVEWAY AND GARAGE
AT 414 9TH AVE

Item #14 – Review, Discussion and Comment on the Draft Comprehensive Plan for the Village of Pelham, NY, in preparation for the October 30, 2007 presentation by Saratoga Associates:

Trustee Weinstein mentioned the following about the Village Comprehensive Plan:

- The Comprehensive Plan is supposed to set forth a vision for the village.
- The plan focuses on things such as zoning, under-utilized parts of the village, the downtown area, open space, parking, etc.
- Having the plan in place puts the village in a great spot to receive grants and other types of funding for capital projects.

Mayor Hotchkiss hopes to formally approve the plan in January of 2008.

Item #15 – Authorizing a renewal of the inter-municipal (IMA) agreement with Westchester County for Telecommunications Services:

A motion was made by Trustee Homan, with a second by Trustee Potocki to adopt the resolution. The resolution was approved unanimously by vote of five in favor, none opposed. Trustee Greco and Trustee Weinstein were not present for the vote.

RESOLUTION
AUTHORIZING RENEWAL OF AN AGREEMENT
BETWEEN THE VILLAGE OF PELHAM AND WESTCHESTER COUNTY
FOR TELECOMMUNICATIONS SERVICES FOR VOICE, DATA AND VIDEO
WITH SERVICES PROVIDED UNDER THE AGREEMENT BETWEEN
WESTCHESTER COUNTY AND CABLEVISION

RESOLVED, that the Village of Pelham Board of Trustees authorizes the renewal of the inter-municipal agreement between the Village of Pelham and Westchester County for telecommunications services, including voice, data and video services, currently provided under agreement between Westchester County and Cablevision, for an additional five (5) year term, and authorizes the Mayor, the Administrator, and the Village Attorney to take the necessary and appropriate actions to sign and effect this agreement.

Item #16 – Enacting Street Parking Regulation changes in front of Colonial Elementary School on Highbrook Avenue:

A motion was made by Trustee Potocki, with a second by Trustee Homan to adopt the resolution. The resolution was approved unanimously by vote of five in favor, none opposed. Trustee Greco and Trustee Weinstein weren't present at the time of the vote.

Trustee Potocki and Administrator Slingerland investigated this request to be completed in time for the Safe Routes to School initiative, and finished up on Thursday, October 11th. Sgt. Jackson reviewed and agreed with the suggestions.

The suggestions were to establish the following, on Highbrook Avenue near Colonial School:

1. Drop Off Zone, west side, from the first utility pole to the utility pole by the school driveway, 8 to 8:30 a.m., School Days only
2. No parking in this area 8am-4pm, school days only (**no change needed**).
3. 15 Minute Visitor Parking from Colonial School to Colonial Avenue on Highbrook Avenue, west side, 8-8:30 a.m., and 2:45-3:15 p.m., school days only. Currently there is no parking on the west side from Boulevard to Colonial Ave, 8am-4pm school days only.

To accomplish these, the following Code changes are proposed:

RESOLUTION
AMENDING THE CODE
TO EFFECT PARKING REGULATION CHANGES ON Highbrook Avenue

NEAR COLONIAL ELEMENTARY SCHOOL

Part 1. Creating a Drop Off Zone

Amending Chapters: 90-54, entitled Loading Zones, as follows:

Chapter 90-54:

Add the following:

Street	Side	Time Lim.	Hours	Location
Highbrook Avenue	West	Drop-off Zone Only	8-8:30 a.m. School Days Only	From a point approximately 15 feet south of Boulevard, to the school driveway, not including the driveway to the residential home.

Amending Chapter § 90-50. Schedule XI: Standing Prohibited.

Add the following:

Name of Street	Side	Location
Highbrook Avenue	West	School drop off zone, from point 15 feet south of B Boulevard, to the school driveway.

Part 3. 15 Minute Visitor Parking from Colonial School to Colonial Avenue:

§ 90-60. Schedule XXI: School Parking.

Add the following:

Name of Street	Side	Hours	Days	Location
Highbrook Avenue	West	8-8:30 a.m. 2:45-3:15 pm 15 min. Visitor Parking Only	School Days	From the southern property line of Colonial School, to Colonial Ave.

§ 90-52. Schedule XIII: No Parking Certain Hours.

Delete the following:

Street	Side	Hours	Location
Highbrook Avenue [Amended 9-7-2004]	West	8am-4pm Mon-Fri School Days Only	Boulevard to Colonial Ave.

Replace with the following:

Street	Side	Hours	Location
Highbrook Avenue [Amended 9-7-2004]	West	8am-4pm Mon-Fri School Days Only (Except as provided In Chapter 90-60)	Boulevard to Colonial Ave.

Item #17 – Authorizing the Accounts Payable:

A motion was made by Trustee Potocki, with a second by Trustee Homan to adopt the resolution. The resolution was approved unanimously by vote of seven in favor, none opposed.

RESOLUTION

WHEREAS, pursuant to Section 5-524 of the New York State Village Law, the Board of Trustees shall audit all claims against the Village.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Board of Trustees after audit of the following claims, authorizes payment for services rendered and materials received, for the following items that have been submitted to the Treasurer's Office for payment and authorized by the Village Administrator:

<u>Fund Name:</u>	<u>Amount</u>
General Fund	\$146,949.84
Water Fund	\$14,485.00
Capital Projects Fund	\$35,684.55
Trust and Agency Fund	\$4,435.00
H3 Fund	\$0.00
Expendable Trust Fund	\$0.00
Grand Total	\$201,554.39

NOW, THEREFORE, BE IT RESOLVED, that this Board hereby approves payment of the above-mentioned claims and authorizes payment thereof.

Item #18 – Old Business/New Business: None.Item #19 – Minutes – September 18, 2007 and October 2, 2007:

A motion was made by Trustee Homan, with a second by Trustee Greco to only adopt the minutes from September 18, 2007. The motion passed unanimously by vote of seven in favor, none opposed.

* The minutes from October 2, 2007 were tabled.

Item #20 – Executive Session:

The Mayor asked for a motion to go into Executive Session to discuss personnel matters. On the motion of Trustee Homan, seconded by Trustee Lewis, the Board

voted to go into Executive Session. The motion was passed unanimously by vote of seven in favor, none opposed.

Item #21 – Adjournment:

On the motion of Trustee Homan, seconded by Trustee Greco, the Board voted to adjourn the public portion of the board meeting and go into Executive Session at 9:50 p.m., to discuss personnel matters. The motion was passed unanimously by vote of seven in favor, none opposed.

Respectfully submitted,

Devron Wilson, Administrative Aide

Richard Slingerland, Administrator/Deputy Clerk