

VILLAGE OF PELHAM BOARD OF TRUSTEES REGULAR MEETING  
TUESDAY, APRIL 22, 2008 – 7:30 PM  
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 (including gift acceptances) | Approximate<br>Starting Time<br>of Discussion |
| 6. | Public Comment  |   |
| #  | Agenda Items:   |   |

<b>Committee Reports</b>	<b>7:40 p.m.</b>
7. Website / Telecommunications (Verizon Fios, Website upgrades, E-mail notifications).	<b>Discussed</b>
8. Flooding (Grants, Engineer Report, etc.).	<b>Discussed</b>
9. Environmental (Earth Day) April 26 2008 Clean-up.	<b>Discussed</b>
10. Development (Compr. Plan, Site Plan Review, Pelham Medical Group, Pelham Picture House & Main St. / Downtown grant).	<b>Discussed</b>
11. Human Resources & Administration (HR Manual, Risk Assessment).	<b>Discussed</b>
<b>Budget Adoption</b>	<b>8:00 p.m.</b>
12. 2008-2009 Village of Pelham Budget Adoption, all Resolutions.	<b>Approved A,C,D,E,F only</b>
<b>Planning Issues</b>	<b>8:30 p.m.</b>
13. Scheduling the adoption of the Village of Pelham’s updated Comprehensive Plan for Tuesday, May 6, 2008.	<b>Scheduled</b>
14. Authorizing a Site Plan for 446 5 <sup>th</sup> Avenue, allowing a change of use for a 1-room studio apartment (Planning Board approved April 8, 2008).	<b>Approved</b>
<b>Business</b>	<b>8:45 p.m.</b>
15. Authorizing the Annual Chamber of Commerce Street Fair to take place on Saturday, June 7, 2008.	<b>Approved</b>
16. Authorizing the Village to declare certain vehicles and equipment as surplus, and available for public sale.	<b>Approved</b>
<b>Housekeeping</b>	<b>8:50 p.m.</b>
17. Authorizing the Accounts Payable	<b>Approved</b>
18. Old Business/New Business	<b>Discussed</b>
19. Minutes: March 11 and 25; and April 8, 2008.	<b>Tabled</b>
20. Executive Session	<b>Approved</b>
21. Adjournment	<b>Adjourned</b>

The next Regular Board Meetings are Tuesdays May 6 and May 20, 2008.

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

Agenda is subject to change.

VILLAGE OF PELHAM BOARD OF TRUSTEES REGULAR MEETING  
TUESDAY, APRIL 22, 2008 – 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 7:45 p.m.

The following members of the Board of Trustees were present:

Mayor Edward Hotchkiss, Trustees Breskin, Lewis, and Potocki. Trustee Morris arrived at 7:50 p.m. Trustee Homan arrived at 8 p.m. Trustee Weinstein was absent.

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 informed everyone that this Saturday, April 26, 2008 the Village of Pelham and the Village of Pelham Manor will jointly host a Town-wide Earth Day Cleanup initiative. Residents are encouraged to take part in the event this Saturday. Mayor Hotchkiss reported that there was a joint "active shooter" training exercise between the Villages of Pelham Police Department and Pelham Manor Police Department on Monday April 21, 2008 at Pelham Middle School. The shooter training session is part of a series of training exercises to prepare police officers for real life scenarios. Mayor Hotchkiss mentioned that the training session went very well. He commended both police departments for doing a great job.

Item #4 – Trustees' Reports:

Trustee Greg Breskin had nothing to report at this time that was not on the agenda.

Trustee Potocki congratulated Police Chief Joseph Benefico on becoming the first vice president of the Westchester Chief's of Police Association. He mentioned that he, Mayor Hotchkiss, and Administrator Slingerland met with New Rochelle Mayor Noam Bramson, City Manager Charles Strome and Commissioner of Public Works Jeff Coleman, to discuss flooding and the Glenwood Lake area located in New Rochelle. Before the last rainstorm, New Rochelle lowered the lake allowing the lake to retain more water and minimize flooding in Pelham. This action had worked markedly. The village will continue to cooperate with New Rochelle to minimize flooding in Pelham. Trustee Potocki also mentioned a Journal News article reporting that Chappaqua, NY is encouraging students to take the bus to school rather than have their parents drop them to school. As a result of this initiative Chappaqua has seen a reduction in traffic at and around the schools. He said he'd like to see a similar initiative here, and he encouraged students to bike or walk to school in Pelham.

Trustee Lewis reminded everyone that the Village of Pelham is hosting an Earth Day Cleanup with the Village of Pelham Manor this Saturday, April 26, 2008 starting at 10 am. Participants will meet at the Pelham Memorial High School on the Corlies Avenue side of the school.

Gloves and bags will be provided to participants, with bags donated by Richard Ellenbogen of Garb-o-liner, and gloves donated by Billy Weinblatt of Wise Hardware.

Trustee Homan reported that she met with Miriam Haas of Community Markets and a small committee of concerned residents, to continue progress on the Pelham Farmer's Market, which is scheduled to begin Sunday, June 15, 2008.

Trustee Morris reported that she met with Administrator Slingerland to get some background about the Pelham Fire Department, to begin fulfilling her responsibilities as Fire Department Liaison. Trustee Morris announced her plans to meet in the near future with Fire Chief Carfora to discuss his views and concerns for the department.

Item #5 – Village Administrator's Report (including gift acceptances):

Village Administrator's Report (including gift acceptances)

- i. Richard Ellenbogen, Garb-o-liner – 2 cases of black bags for Earth Day clean-up, valued at \$106.30 total – accepted, with thanks for the contribution.
- ii. Billy Weinblatt, Wise Hardware, 2-dozen work-gloves for Earth Day clean-up, valued at \$24 total– accepted, with thanks for the contribution.
- iii. Memorial tree donation with sidewalk-level plaque requested in honor of Findlay Corsar, along Wolfs Lane – discussed.
- iv. Memorial tree donation requested with sidewalk-level plaque in honor of mother of Sona Davidian, along Wolfs Lane – discussed.

The Board briefly discussed the donation offers for the trees and plaques, and reported they would review and provide the new policy for the future, in particular with regard to memorials and plaques.

Item #6 – Public Comment:

Alex Camarda from Senator Klein's office mentioned that he is working with Pelham Manor on their Safe Routes to School Application, and he offered to write a similar letter for the Village of Pelham. He also mentioned that the Department of Transportation (DOT) expects to award the grants by the middle of the summer. The DOT received 45 applications for our area, but he expected that about 6 would be awarded for our Region.

Item #7 – Website / Telecommunications (Verizon Fios, Website upgrades, E-mail notifications):

Trustee Lewis reported that the village is in the process of organizing a meeting with Verizon to finalize the contract which would allow Verizon to provide cable service to Pelham residents.

Administrative Aide Devron Wilson reported that the work being done to the village website is still in process. He updated everyone on his meeting with Edward Ganbaum from the Pelham High School Technology Department and the two high school students who have been working on the village website. Mr. Wilson mentioned that the students reviewed the site, made recommendations to improve it, and are implementing some of those recommendations already.

Administrative Aide Devron Wilson reported that the village is in the process of setting up a voicemail tree on the village telephone voicemail service, to give callers some quick information and simple choices for assistance and faster service. Mr. Wilson further reported that the village has contacted community organizations to have them sign up for e-mail notifications thru the village website to receive newsletters, notices and emergency warnings.

Item #8 – Flooding (Grants, Engineer Report, mtg. w/New Rochelle, etc.):

Trustee Potocki mentioned that the village is working with New Rochelle to reduce flooding near and around the Glenwood Lake area, especially as that flooding has impacted residents on 7<sup>th</sup> and 4<sup>th</sup> Avenues.

Mayor Hotchkiss mentioned that the village received a proposal from Dolph Rotfeld Engineering regarding recommended flood remediation projects for the village. Mayor Hotchkiss anticipated receiving a more itemized proposal listing the steps, and cost benefit analysis for each recommended flood remediation project. The village will be back in touch with Mr. Rotfeld to obtain a proposal that more suits the needs and requests of the Village.

Item #9 – Environmental (Earth Day) April 26 2008 Clean-up:

This topic was reported earlier in the agenda.

Item #10 – Development (Compr. Plan, Site Plan Review, Pelham Medical Group, Pelham Picture House & Main St. / Downtown grant):

Mayor Hotchkiss reported that the final changes have been made to the comprehensive plan, and it is in Final Draft form. The board plans to adopt the plan at the May 6, 2008 meeting.

Administrator Slingerland reported that he met with Village Prosecutor Martha Conforti and Building Inspector Len Russo to discuss changes to the site plan review process, and would have some draft code change language soon.

Trustee Breskin reported that he and Trustee Weinstein met with Mr. Santomero (landlord of the current post office site, and the buildings that house the businesses along 5<sup>th</sup> Avenue near the location where the rock collapsed). Mr. Santomero mentioned that foot traffic has increased downtown. Mr. Santomero is working on obtaining a tenant for the vacant lot immediately south of the Pelham Medical Group building.

Administrator Slingerland reported that he and Mayor Hotchkiss met with the landlord of the Sanborn Map building. The landlord of the Sanborn Map building informed Mr. Slingerland and Mayor Hotchkiss that the building is full with tenants. Mr. Slingerland also reported that the post office expects to go out to bid soon for construction on the new post office site.

Mayor Hotchkiss reported that there is an issue with Pelham Medical Group's (PMG) drainage plan. The village is waiting to hear back from PMG by Friday of this week. If the village does not hear back from PMG by Friday of this week, the village will take PMG back to court.

Administrator Slingerland is waiting on board input and direction regarding the garbage receptacle and seating bench recommendations for the Picture House & Main Street/ Downtown grant.

Item #11 – Human Resources & Administration (HR Manual, Risk Assessment):

Administrator Slingerland reported that he and Trustee Homan are working on the HR manual. Mr. Slingerland also reported that he and Mayor Hotchkiss are working on the village's risk assessment.

Item #12 – 2008-2009 Village of Pelham Budget Adoption, all Resolutions:

In connection with approval of the budget for Fiscal Year 2008-2009, the Board of Trustees should adopt the following resolutions tonight.

- A. Resolution with Amendments and Revisions to the Tentative Budget
- B. Resolution adopting Fees, including Parking Permit Fee Rates.
- C. Resolution for Budget Adoption
- D. Resolution to Levy Taxes
- E. Resolution Authorizing Investments
- F. Resolution Authorizing Levy of Additional Taxes

Administrator Slingerland gave the Summary of all the changes, and the final amount and levy, as follows:

- Tax Levy % Increase: 3.675% increase in the total tax levy, down from the original proposal of 4.18%

Tax Rates

- Homestead: \$5.4825652 per \$1,000 of Assessed Value
- Non-Homestead: \$7.5960417 per \$1,000 of Assessed Value
- Total Budget: \$11,671,652
- Total Tax Levy: \$7,963,003
- Total Non-Tax Revenues: \$3,352,649
- Total Fund Balance Appropriation: \$356,000

This budget process is part of the four-part standard budget process – Planning, Adoption, Implementation and Audit – and has been a very pro-active review of the current year and the year ahead starting June 1, 2008 and ending May 31, 2009.

He expressed his thanks to the Mayor, Board of Trustees, the Treasurer's Office Staff and all the Department Heads for their time, effort, and cooperation during the review and amendments of this budget, which resulted in a fiscally responsible plan for the upcoming year.

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

**BUDGET RESOLUTION A  
VILLAGE OF PELHAM – APRIL 22, 2008  
RESOLUTION AMENDING AND REVISING THE  
PROPOSED 2008-2009 VILLAGE BUDGET**

WHEREAS, the Board of Trustees has met at the times and place specified in the Notice of Public Hearing on the proposed budget and heard all persons desiring to be heard thereon; and, subsequently consulted with the appropriate Village officials on the contents thereof and determined that certain modifications would be desirable.

NOW, THEREFORE, BE IT RESOLVED that the budget be amended and revised as follows:

<b>Summary of Changes to 2008-09 Proposed Budget</b>						
budget changes through 4-8-2008						
<b><u>Appropriations</u></b>						
<u>Review</u>						
<u>Date</u>	<u>Pg #</u>	<u>Acct #</u>	<u>Detail</u>	<u>Proposed</u>	<u>Revised</u>	<u>Change</u>
3/27/2008	22	3410.408	Fire – medical supplies	2,500	2,375	-125
3/27/2008		3410.415	Fire – supplies and materials	2,500	2,375	-125
3/27/2008		3410.423	Fire – heating oil	11,000	12,000	1,000
3/27/2008		3410.424	Fire – building maintenance	8,000	6,000	-2,000
3/27/2008		3410.452	Fire – building repair	7,000	9,000	2,000
3/27/2008		3410.455	Fire – hydrant rental	58,000	60,000	2,000
4/1/2008	16	1910.000	Insurance (liability, auto, etc.)	280,000	255,000	-25,000
4/1/2008	22	3410.100	Firefighter recruit, w/o EMT	0	31,032	31,032
4/1/2008	30	5989.453	Maintenance of traffic equipmt.	57,000	5,700	-51,300
4/1/2008	34	8140.120	Storm and San. Sewers -- OT	8,000	6,000	-2,000
4/1/2008	35	8560.479	Plantings and beautification	8,000	6,000	-2,000
4/3/2008	44	capital	F.D. ctrl generator (fema grant)	0	45,600	0
4/3/2008	44	capital	F.D. ctrl generator (vill. match)	0	2,400	2,400
4/8/2008	7	1230.101	Adm. assistant salary	38,584	40,513	1,929
4/8/2008	8	1325.101	Deputy treasurer salary	56,712	59,548	2,836
4/8/2008	8	1325.101	Deputy clerk salary	40,899	42,944	2,045
4/8/2008	10	1410.101	Village clerk salary	49,000	51,450	2,450

4/8/2008	16	1990.000	Contingent account	301,600	271,000	-30,600
4/8/2008	19	3120.101	Police chief salary	134,639	140,025	5,386
4/8/2008	19	3120.101	Police lieutenant salary	120,555	125,377	4,822
4/8/2008	19	3120.101	Police salaries – longevity	23,070	25,622	2,552
4/8/2008	19	3120.104	Police chief secretary	18,346	19,263	917
4/8/2008	22	3410.101	Fire chief salary	40,000	41,600	1,600
4/8/2008	25	3620.101	Building inspector salary	79,869	83,064	3,195
4/8/2008	25	3620.101	Meeting attendance stipend	750	1,500	750
4/8/2008	36	9030.000	Social security	404,000	406,118	2,118
				Original Budget	Amended Budget	Difference
<b>Revenues</b>				<u>11,710,770</u>	<u>11,671,652</u>	<u>-39,118</u>
* No revenues were changed from the original budget proposal.						
				2008-09	8,002,121	
					-39,118	
					7,963,003	

\*This resolution was tabled until a future scheduled board of trustee meeting –  
**BUDGET RESOLUTION B, ADOPTING FEE SCHEDULE, INCLUDING ANNUAL PARKING PERMIT RATES.**

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

**BUDGET RESOLUTION C  
 VILLAGE OF PELHAM  
 APRIL 22, 2008  
 BUDGET ADOPTION RESOLUTION**

**RESOLUTION ADOPTING A BUDGET FOR THE FISCAL YEAR COMMENCING JUNE 1, 2008 AND ENDING MAY 31, 2009 MAKING APPROPRIATIONS FOR THE CONDUCT OF THE VILLAGE GOVERNMENT AND ESTABLISHING THE RATES OF COMPENSATION FOR OFFICERS AND EMPLOYEES FOR SUCH PERIOD.**

WHEREAS, this Board of Trustees has met at the time and place of April 8, 2008, as specified in The Notice of Public Hearing on the tentative budget and heard all persons desiring to be heard thereon.

**NOW, THEREFORE, BE IT RESOLVED** that the budget as amended at Work Sessions held on Thursday March 27, Tuesday April 1, 2008, and Thursday April 3, 2008, as well as the Budget Hearing held on Tuesday April 8, 2008, and as hereinafter set forth is hereby adopted

and the salaries and wages stated in the Salary Schedule of the budget are fixed at the amounts shown and are effective June 1, 2008, unless provided for by other means.

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

BUDGET RESOLUTION D  
VILLAGE OF PELHAM  
RESOLUTION LEVYING TAXES  
FOR FISCAL YEAR 2008-2009  
APRIL 22, 2008

RESOLUTION DATED APRIL 22, 2008, LEVYING THE 2008 VILLAGE TAX, ESTABLISHING THE TAX RATE, FIXING DATES OF PAYMENT.

WHEREAS, pursuant to Section 5-508 of the Village Law, the Board of Trustees has adopted the Village Budget for the fiscal year commencing June 1, 2008 and ending May 31, 2009, and

WHEREAS, such budget as adopted establishes a general Village tax levy of \$7,963,003 for this period.

NOW THEREFORE, BE IT RESOLVED that there are levied and assessed the sum of \$7,963,003 against all taxable real property and special franchise in the Village, pursuant to this budget, as adopted, and the 2008 Village tax rate is set at \$5.4825652 per thousand dollars of assessed valuation for Homestead Properties and \$7.5960417 per thousand dollars of assessed valuation for Non-Homestead Properties. The Collector of Taxes is hereby authorized and directed to extend and carry out upon the 2008 tax roll the amount to be levied against each parcel of real property and each special franchise shown thereon,

AND BE IT FURTHER RESOLVED, that pursuant to Section 1432 of the Real Property Tax Law, taxes levied as aforesaid are due June 1, and payable by June 30, 2008, and the dates and rates of interest shall be set as follows:

Payment Due:       Due June 1, 2008  
                          From June 1, 2008 to June 30, 2008 - No Interest  
                          On July 1, 2008 - 5% will be added and 1% additional on the first day of  
                          each month thereafter until paid.

BUDGET FOR THE VILLAGE OF PELHAM  
FOR THE FISCAL YEAR JUNE 1, 2008 TO MAY 31, 2008

GENERAL FUND

Government Support..... \$1,489,636

Public Safety.....	\$4,813,830
Transportation.....	\$962,388
Economic Assistance.....	\$75,000
Home & Community Services.....	\$1,136,600
Employees' Benefits.....	\$2,837,388
Debt Service Payments.....	\$293,410
Transfer to Capital.....	<u>\$58,400</u>
TOTAL	\$11,671,652
Less Estim. Revenue (includes \$356,000 Approp. Fd. Bal.)....	\$3,708,649
Tax Levy.....	\$7,963,003
Assessed Valuation: HOMESTEAD.....	\$1,239,420,842
Tax Rate Per Thousand Homestead.....	\$5.4825652
Assessed Valuation: NON-HOMESTEAD.....	\$153,737,634
Tax Rate Per Thousand.....	\$7.5960417

The total amount of local assistance to the General Fund anticipated to be received from the State of New York during the fiscal year 2008 – 2009 ..... \$79,449

**RATES OF INTEREST**

Payment Due: Due June 1, 2008  
 From June 1, 2008 to June 30, 2008 - No Interest  
 On July 1, 2008 - 5% will be added and 1% additional on the first day of each month thereafter until paid.

**PLEASE NOTE:** It is the taxpayer's responsibility to remember the due date of the tax payment –  
 JUNE 1, 2008, payable without interest until June 30, 2008.

SENIOR CITIZENS: You may be eligible for tax exemption if you are age 65 and over.

For more information, please call or write:

Town Receiver of Taxes or  
 34 5<sup>th</sup> Avenue  
 PELHAM, NY 10803  
 914-738-1642

Town Tax Assessor  
 34 5<sup>th</sup> Avenue  
 PELHAM, NY 10803  
 914-738-2878

**THIRD PARTY NOTIFICATION**

Under New York State Law (Chapter 758, Laws of 1986) if you are either 65 years of age or older or disabled and own and occupy a 1, 2, or 3 family residence, you may designate a consenting adult third party to receive duplicate copies of your tax bills and notice of unpaid taxes until further notice. Applications may be obtained in person from the Tax Office, 34 5<sup>th</sup>

Avenue, Pelham, New York 10803 or by mail if you include with your request a self-addressed stamped envelope.

Applications for third party notification must be filed with the Receiver of Taxes no later than June 1, 2008.

	TAX SCHEDULE
JANUARY:	Second Half School Taxes Town of Pelham
APRIL:	Town Taxes Town of Pelham
JUNE:	Village Taxes are due w/o interest by June 30 <sup>th</sup> To: Village of Pelham (Town Receiver of Taxes)
SEPTEMBER:	First Half School Taxes Town of Pelham

**The data used to calculate real property taxes due includes, but is not limited to, the tax rates and assessed valuation applicable to each parcel of real property, as shown on the reverse side of this sheet.**

**The Village of Pelham, Assessed under Full Valuation by the Town of Pelham, shall submit assessment information in compliance with the applicable Section of the Real Property Tax Law.**

If you feel your assessment is too high, you have the right to seek a reduction in the future. Applications for challenging your assessment and a copy of the booklet "How to File a Complaint about Your Assessment" are available at the Assessment Office.

Any tax questions can be answered by calling the Town of Pelham Tax Assessor at 738-2878 or the Town of Pelham Receiver of Taxes at 738-1642 for Village, School or Town tax information.

---

A motion was made by Trustee Lewis, with a second by Trustee Morris to adopt the resolution. The motion was approved unanimously by vote of six in favor, none opposed. Trustee Weinstein was absent.

BUDGET RESOLUTION E  
2008-2009 VILLAGE OF PELHAM BUDGET  
AUTHORIZATION FOR INVESTMENTS

RESOLVED, that the Village Administrator/Treasurer and/or Deputy Treasurer, during the fiscal year beginning June 1, 2008 are authorized to invest monies not needed for immediate expenditure in accordance with the provisions of the General Municipal Law, the Local Finance Law and the Village's investment policy.

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

BUDGET RESOLUTION F  
2008-2009 VILLAGE OF PELHAM BUDGET  
RESOLUTION AUTHORIZING THE LEVY AND COLLECTION  
OF ADDITIONAL TAXES UPON TERMINATION OF EXEMPT STATUS

RESOLVED, that the Town Assessor and Receiver of Taxes, during the fiscal year beginning June 1, 2008 are authorized to levy and collect additional Village taxes upon termination of exempt status of real property in accordance with provisions of Section 494 of the Real Property Tax Law.

Item #13 – Scheduling the adoption of the Village of Pelham’s updated Comprehensive Plan for Tuesday, May 6, 2008:

The Mayor and the Village Administrator advised that they had been performing final reviews and editing of the Comprehensive Plan. Administrator Slingerland advised of his editorial corrections. Mayor Hotchkiss mentioned his outreach and request that the Plan provide for the inclusion of references and mention of the cultural resources in the community, especially the Pelham Picture House, and the Pelham Arts Center.

Mayor Hotchkiss also mentioned that he had been reviewing the photographs in the plan, and would be looking to add additional photos to it, perhaps as an addendum, to give a better perspective on the look and feel of the Pelham community.

A motion was made by Trustee Lewis, with a second by Trustee Morris to adopt the resolution. The motion was approved unanimously by vote of six in favor, none opposed. Trustee Weinstein was absent.

Resolution Number 1 – Notice to schedule of adoption of Comprehensive Plan:

RESOLUTION

GIVING PUBLIC NOTICE OF  
THE PLANNED ADOPTION OF THE UPDATED  
VILLAGE OF PELHAM COMPREHENSIVE PLAN  
FUNDED BY A GRANT FROM THE NYS QUALITY COMMUNITIES PROGRAM  
AND PREPARED BY SARATOGA ASSOCIATES OF NEW YORK, NY

BE IT RESOLVED, that the Mayor and Board of Trustees hereby give notice that the Final Draft of the Village of Pelham’s Comprehensive Plan is scheduled for adoption, at a meeting of the Mayor and Board of Trustees starting at 7:30 p.m. on Tuesday, May 6, 2008.

A copy of the Final Draft Comprehensive Plan is on file in the offices of the Village Clerk at Pelham Village Hall, 195 Sparks Avenue, Pelham, NY, 10803, and may be viewed during normal business hours of 8 a.m. to 5 p.m.

The plan is available in an electronic, printable form, which may be viewed and obtained from the Village's website at [www.pelhamgov.com](http://www.pelhamgov.com).

By Order of the Mayor and Board of Trustees  
Terri Rouke, Village Clerk  
Richard Slingerland, Village Administrator/Deputy Clerk  
Legal Notice Dated: Friday, April 25, 2008

---

Resolution Number 2 – Form of resolution to adopt the Village of Pelham's Comprehensive Plan:

## RESOLUTION

### CONSIDERING REVIEW AND ADOPTION OF THE VILLAGE OF PELHAM COMPREHENSIVE MASTER PLAN

WHEREAS, the Village of Pelham received a grant in the amount of \$75,000 from the New York State Department of State Quality Communities Program, prepared a bid for the preparation of an updated Comprehensive Plan, awarding the consulting contract for preparation of the new and updated Comprehensive Plan to Saratoga Associates offices in New York, NY; and

WHEREAS, Mayor Edward Hotchkiss appointed a citizen committee comprised of seventeen residents and ex-officio representatives of the Village of Pelham, which the Village would like to thank at this time for their service and contributions to this plan; and

WHEREAS, Committee Meetings that were opened to the public, and public meetings at which this plan was discussed, were held on the following dates, including a public hearing initially opened on December 4, 2007:

1. July 17, 2007 6 p.m. Initial Work Session Meeting of the Comprehensive Plan Committee
2. September 25, 2007 7:30 p.m. Public Work Session held specifically for public discussion and input on the Preliminary Draft Comprehensive Plan;
3. October 30, 2007 7:30 p.m. Public Board Meeting and Discussion on the Draft Comprehensive Plan, including
  - a. Declaration of the Board's intent to act as Lead Agency under SEQRA, and circulation of the Notice of Intent with a copy of the draft plan to involved and interested parties and agencies;
  - b. Authorization of a Legal Public Notice of a Public Hearing on the Draft Comprehensive Plan, scheduled for Tuesday, December 4, 2007

4. December 4, 2007 Public Hearing and forum for residents to make comment on the draft proposed Comprehensive Plan.
5. Continuation of the Public Hearing through the Board Meetings of December 18, 2007, January 8, 2008, and January 22, 2008, after which the formal public hearing was closed; and
6. Continuous Publication of the draft Comprehensive Plan of the Village of Pelham on the Village's website, at [www.pelhamgov.com](http://www.pelhamgov.com), from November 2, 2007, through the present.

NOW, THEREFORE, BE IT RESOLVED, pursuant to Village Law, Section 7-722, 7., that the Mayor and Board of Trustees of the Village of Pelham hereby declare the Comprehensive Plan of the Village of Pelham to be complete and adopt it as final, with a schedule for it to be updated regularly on a three to five (3-5) year basis, so that the recommendations and plans remain current and applicable to the future growth of the Village of Pelham.

Item #14 – Authorizing a Site Plan for 446 5<sup>th</sup> Avenue, allowing a change of use for a 1-room studio apartment (Planning Board approved April 8, 2008):

Planning Board Chairman Richard Veith reported that the plan was approved by the planning board as a permitted use. Administrator Slingerland reported that since the plan was zoning compliant, and there were no exterior alterations, reviews by the Architectural Review Board and the ZBA were not required.

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

#### **RESOLUTION**

#### **AUTHORIZING THE SITE PLAN (DESTEFANO) FOR RENOVATION OF OFFICE SPACE TO RESIDENTIAL STUDIO APARTMENT AT 446 FIFTH AVE**

**RESOLVED**, that the application for renovation of office space to residential studio apartment at 446 5<sup>th</sup> Ave is approved, based on the review and recommendations by the Planning Board and;

**BE IT FURTHER RESOLVED**, that conditions apply as follows:

1. That work shall be performed as shown on Project Drawing Sheets 1, 2 and 3 (dated Sept. 12, 2006), prepared by G & G Architects. That all elements of the proposed change be in compliance with the site plan as approved by the Planning Board with subject to receipt of a construction schedule from the applicant.
2. That the application and permit shall remain subject to the continued jurisdiction of the Board of Trustees.
3. At no time may construction commence without strictly adhering to the construction timeline. Noncompliance will be considered a violation of the Planning Board approval;
4. All construction activity must comply with the Village Noise Ordinance and all construction activity must only take place on the days and times as per the Village Noise Ordinance.
5. Any other actions deemed necessary by the Mayor, Village Administrator, Building Inspector, and other officials of the Village of Pelham.

6. That the application and permit shall remain subject to the continued jurisdiction of the Board of Trustees.
7. At no time may construction commence without strictly adhering to the construction timeline. Noncompliance will be considered a violation of the Planning Board approval;
8. G & G Architects will certify compliance with all specifications on the plan and provide a written and stamped sign off of all certifications in order to obtain certificate of compliance;

**AND, BE IT FURTHER RESOLVED**, that this application for a site plan by Destefano for 446 5<sup>th</sup> Avenue, is subject to the procedures, regulations and requirements of the Pelham Village Code and Pelham Building Department; and

**BE IT FURTHER RESOLVED**, that the Mayor, Village Administrator, Building Inspector and officials of the Village of Pelham are authorized to take the necessary and appropriate actions to effect this site plan approval.

## MEMO

Date: April 17, 2008

To: Village of Pelham Board of Trustees

From: Village of Pelham Planning Board

Re: 446 Fifth Avenue  
Application for renovation of office space to residential studio apartment  
Applicant: Tony and Lucy DeStefano

The Village of Pelham Planning Board (PB) recommends that the Village of Pelham Board of Trustees (BOT) approve the application for the renovation of the office space on the second floor of the existing commercial building at 446 Fifth Avenue to convert the office space to a residential studio apartment. The Planning Board approved the application subject to receipt of a construction schedule from the Applicant

Work shall be performed as shown on Project Drawings Sheets 1, 2 and 3 (dated September 12, 2006), prepared by G & G Architects.

Item #15 – Authorizing the Annual Chamber of Commerce Street Fair to take place on Saturday, June 7, 2008:

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

\* Request is being made to Westchester County Dept. of Parks to borrow garbage cans to use during the day for the Fair. Waiting call back from the Commissioner's Office. If not, we'll make other arrangements.

RESOLUTION

AUTHORIZING THE ANNUAL STREET FAIR  
OPERATED BY THE CHAMBER OF COMMERCE  
TO BE HELD ON SATURDAY JUNE 7, 2008

BE IT RESOLVED, that the Board of Trustees of the Village of Pelham authorizes the annual Chamber of Commerce Pelham Street Fair to take place on Saturday, June 7, 2008, and authorizes the closure of the following streets:

- 5<sup>th</sup> Avenue from First Street to the middle of the block of Fifth Avenue above Lincoln Avenue,
- the one-way part of 2<sup>nd</sup> Street, from 5<sup>th</sup> Avenue to 4<sup>th</sup> Avenue,
- the one-block portion on the one-way section of Harmon Avenue, east of 5<sup>th</sup> Avenue,
- the north side, westbound portion of Pelhamwood Avenue, for the staging of a classic car show (weather permitting).

AND BE IT FURTHER RESOLVED, that Mayor and Board authorize the appropriate Village officials and staff to take the necessary and appropriate actions to allow the Fair to take place, with the requirement that the Village of Pelham be provided with the insurance satisfactory to the Village's insurance carrier by the Pelham Chamber of Commerce.

Item #16 – Authorizing the Village to declare certain vehicles and equipment as surplus, and available for public sale:

Trustee Breskin suggested that the village look into putting the 1925 American LaFrance fire pumper truck up for specialized auction to collectors, not necessarily on ebay. The Village Administrator advised Trustee Breskin that it is the Village's standard approach to seek out the best deal and maximize the return to the Village for all such sales, and he would be happy to work with him to do the same regarding the sale of the 1925 truck as well.

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

RESOLUTION

DESIGNATING CERTAIN VEHICLES SURPLUS  
AND AVAILABLE FOR PUBLIC SALE  
1925 AMERICAN LAFRANCE PUMPER TRUCK  
1978 SEAGRAVE PUMPER TRUCK

WHEREAS, certain vehicles and equipment of the Village of Pelham are approaching, or have exceeded, their useful life and purpose, and are hereby declared surplus so that they may be advertised and sold to the benefit of the Village of Pelham.

BE IT RESOLVED, that the Board of Trustees of the Village of Pelham hereby declares the following vehicles as surplus and authorizes their disposal at public sale, as follows:

Year	Vehicle	VIN	Description	Mileage
1925	American LaFrance	Model 5037	Eagle 6	No Odometer
1978	Seagrave Pumper	Model PB25068 Serial Number H73677	Engine 5	24,300 (certified and in-use)
1983	International	Model 1900-S; 6 Wheel	Truck #5 w/8' dump	57,931
1986	International	Model 1900-S; 6 Wheel	Truck #4 w/10' bed	42,046
1987	Gledhill Leaf Loader	Model LL-H-R&L Serial Number 58403	2-Wheel Leaf Loader	

BE IT FURTHER RESOLVED, that the disposal of these vehicles is authorized in compliance with the requirements of law, and the Mayor and the Village Administrator and all other necessary are authorized to take the necessary and appropriate actions to dispose of these vehicles.

Item #17 – Authorizing the Accounts Payable:

Trustee Breskin had performed the accounts payable review, and all of his questions were answered during his review. He advised that he was familiar with the process, and the bill review was very simple and straight forward.

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

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	\$ 156,663.01
Water Fund	\$ 2,481.97
Capital Projects Fund	\$ 442.50
Trust and Agency Fund	\$ 787.50
H3 Fund	\$ 0.00
Expendable Trust Fund	\$ 0.00
Grand Total	\$ 160,374.98

**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:

Trustee Homan mentioned that the plants for the hanging baskets are expected to arrive soon.

Mayor Hotchkiss swore in Mia Homan to the position of Village Trustee.

Item #19 – Minutes: March 11 and 25; and April 8, 2008:

\*This minutes were tabled until the next scheduled board of trustees meeting on Tuesday, May 6, 2008, including the minutes of March 11<sup>th</sup>, March 25<sup>th</sup> and April 8<sup>th</sup>.

Item #20 – Executive Session:

The Mayor asked for a motion to go into Executive Session to discuss personnel and real estate negotiation matters. On the motion of Trustee Homan, seconded by Trustee Lewis, the Board voted to go into Executive Session. The motion was approved unanimously by vote of six in favor, none opposed. Trustee Weinstein was absent.

Item #21 – Adjournment:

On the motion of Trustee Homan, seconded by Trustee Lewis, the Board voted to adjourn the public portion of the board meeting and go into Executive Session at 9:15 p.m., after which it would adjourn, to discuss personnel matters. The motion was approved unanimously by vote of six in favor, none opposed. Trustee Weinstein was absent.

Respectfully submitted,  
Devron Wilson, Administrative Aide  
Richard Slingerland, Administrator/Deputy Clerk