

VILLAGE OF PELHAM BOARD OF TRUSTEES  
 REGULAR MEETING  
 TUESDAY, JANUARY 20, 2015, 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
6. Public Comment

# Agenda Items:

<b>Non-Recurring Items</b>		
7.	Site Plan Application by Buehrer for 406 Sixth Avenue for a Proposed Single-Family Dwelling	<b>Approved</b>
8.	Site Plan Application by Buehrer for 410 Sixth Avenue for a Proposed Single-Family Dwelling	<b>Approved</b>
9.	Authorizing the Use of Village Streets and Assistance for Traffic Control for the Annual Little League Parade	<b>Approved</b>
10.	Other Business- Presentation by CivicPlus Website Design	<b>Discussed</b>
<b>Recurring Items</b>		
11.	Authorizing Accounts Payable	<b>Approved</b>
12.	Authorizing Minutes of: December 22, 2014, January 6, 2015	<b>Approved</b>
13.	Adjournment	<b>Approved</b>

Next Regularly Scheduled BOT Meetings:

Tuesday, February 3, 2015  
 Tuesday, February 17, 2015  
 All meetings start at 7:30 p.m. unless otherwise noted.

Item #1 – Meeting called to order: The meeting of the Board of Trustees was called to order by Deputy Mayor Volpe at 7:30 p.m.

The following members of the Board of Trustees were present:

Deputy Mayor Volpe, Trustees Senerchia, Mutti, Reim, and Kagan, and Marty

The following members of the Board of Trustees were absent:

Mayor Cassidy

Village staff in attendance:

Secretary to the Village Administrator Peter Bonington

Item #2 – Pledge of Allegiance:

The Pledge of Allegiance was led by Deputy Mayor Volpe.

Reports:

Mayor Cassidy Report

Absent

Trustees Reports:

Trustee Kagan

Trustee Kagan reported that the application by United Water to transfer the Pelham water system to them is currently being reviewed by the Public Service Commission.

He said he had received some inquiries from residents regarding water pooling and subsequently freezing in front of residential driveways. He recommended the Board speak with the DPW to see if additional salting is required.

Trustee Marty

None

Trustee Mutti

Trustee Mutti commented that she noticed similar park design concepts in neighboring communities including bacci courts.

Trustee Reim

Trustee Reim welcomed some new businesses into Pelham.

Trustee Senerchia

Trustee Senerchia stated he would research the parking meter app, PANGO further.

He said the Police Department has been conducting some training in and around the Pelham Schools. He said it is good that they are keeping themselves as ready as possible to respond to an emergency.

Trustee Volpe

Deputy Mayor Volpe said the Board should be aware there is a new President to the Chamber of Commerce, Joe Solimine Jr.

Village Administrator's Report

Absent

Item #6– Public Comment

None

Item #7–Site Plan Application by Buehrer for 406 Sixth Avenue for a Proposed Single-Family Dwelling

The Board reviewed the plans submitted for 406 Sixth Avenue presented by John Volani, architect.

Trustee Senerchia stated that the memo's submitted by Planning Board and Architectural Review Board state that all comments and suggestions were incorporated into the proposed plans.

After some discussion about the dates on the sets of plans, Deputy Mayor Volpe stated he wanted the resolution to reflect that the date on the set of plans they are approving is January 14, 2015.

A motion was made by Trustee Mutti and seconded by Trustee Senerchia to approve the resolution. The vote was approved by a vote of six in favor, none opposed. Mayor Cassidy was absent.

RESOLVED, that the application for a Site Plan by Buehrer is approved, based on the review and recommendations by the Planning Board (hereinafter "Planning"), Architectural Review Board (hereinafter "the ARB") which the Planning and ARB approval memos are attached to and made a part of this approval; and

BE IT FURTHER RESOLVED, that the conditions applied by Planning and ARB are as follows:

1. All work shall be performed in compliance with Planning approval, NY State Building Code and Village of Pelham Zoning Code, as noted on plan drawings, dated January 14, 2015 as prepared by John Annunziata, P.E., P.C.
2. All plantings for the one family house be as per approved plans;
3. The house will be built in accordance with the plans which are approved by the Planning Board and/or the Architectural Review Board of the Village Of Pelham ; and

BE IT FURTHER RESOLVED, that this application for a site plan to include a single family dwelling and landscaping at 406 Sixth 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 other appropriate Village officials are authorized to take the necessary and appropriate actions to effect this approval, including the imposition of additional conditions and requirements as may be necessary. No deviations from the site plan without prior approvals from applicable board or agency.

## MEMO

Date: January 14, 2015

To: Village of Pelham Board of Trustees

From: Village of Pelham Architectural Review Board

Re: Application for proposed house at 406 Sixth Avenue

The Architectural Review Board (ARB) recommends that the Village of Pelham Board of Trustees (BOT) approve the application submitted by Buehrer for a one family dwelling at 406 Sixth Avenue.

Work shall be performed as shown on drawings A-001, A-003, A-004, A-007, A-008, A-009 ( see note Drawing A Proposed Front Elevation "If possible use timber tech express rail instead of PVC on the south side of the garage to match the exterior stair rail. Refer to sheet 009.") and A-010. Plans

prepared for ARB by John Annunziata, P.E., P.C. are dated 9/14/2014, with revisions on 11 /4/2014, 12/4/ 2014 and 1/5/2015 as per ARB comments

Item #8– Site Plan Application by Buehrer for 410 Sixth Avenue for a Proposed Single-Family Dwelling

A motion was made by Trustee Marty and seconded by Trustee Senerchia to approve the resolution, subject to builder and building inspector resolving the discrepancy between the square footage as measured in the plans (which was not compliant with the FAR) and the square footage measured on the cover page (which stated compliance with the FAR) . The vote was approved by a vote of six in favor, none opposed. Mayor Cassidy was absent.

RESOLVED, that the application for a Site Plan by Buehrer is approved, based on the review and recommendations by the Planning Board (hereinafter “Planning”), Architectural Review Board (hereinafter “the ARB”) which the Planning and ARB approval memos are attached to and made a part of this approval; and

BE IT FURTHER RESOLVED, that the conditions applied by Planning and ARB are as follows:

4. All work shall be performed in compliance with Planning approval, NY State Building Code and Village of Pelham Zoning Code, as noted on plan drawings, dated January 14, 2015 as prepared by John Annunziata, P.E., P.C.;
5. All plantings for the one family house be as per approved plans;
6. The house will be built in accordance with the plans which are approved by the Planning Board and/or the Architectural Review Board of the Village Of Pelham ; and

BE IT FURTHER RESOLVED, that this application for a site plan to include a single family dwelling and landscaping at 410 Sixth 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 other appropriate Village officials are authorized to take the necessary and appropriate actions to effect this approval, including the imposition of additional conditions and requirements as may be necessary. No deviations from the site plan without prior approvals from applicable board or agency.

**MEMO**

Date: January 14, 2015

To: Village of Pelham Board of Trustees

From: Village of Pelham Architectural Review Board

Re: Application for proposed house at 410 Sixth Avenue

The Architectural Review Board (ARB) recommends that the Village of Pelham Board of Trustees (BOT) approve the application submitted by Buehrer for a one family dwelling at 410 Sixth Avenue.

Work shall be performed as shown on drawings A-001, A-003, A-004, A-007, A-008,A-009 ( see note Drawing A Proposed Front Elevation “If possible use timber tech express rail instead of PVC on the south side of the garage to match the exterior stair rail. Refer to sheet 009”) and A-010. Plans prepared for ARB by John Annunziata, P.E., P.C. are dated 9/14/2014, with revisions on 11 /4/2014, 12/4/ 2014 and 1/5/2015 as per ARB comments.

Item #9– Authorizing the Use of Village Streets and Assistance for Traffic Control for the Annual Little League Parade

Deputy Mayor Volpe stated this resolution is for an annual parade and is scheduled for Saturday, April 11<sup>th</sup> from 8 a.m. to 11 a.m.

Trustee Marty stated that the resolution reads that the Little League will be responsible for all overtime, other direct costs, and subject to all insurance requirements.

A motion was made by Trustee Reim and seconded by Trustee Senerchia to approve the resolution. The vote was approved by a vote of six in favor, none opposed. Mayor Cassidy was absent.

BE IT RESOLVED, that the Board of Trustees of the Village of Pelham authorizes use of Village streets and assistance for traffic control for the Annual Pelham Little League Parade on Saturday, April 11, 2015, with streets closed from 8 a.m. to 11 a.m., for the parade to take place from 8:30 a.m. until 10:30 a.m. on 5<sup>th</sup> Avenue from Lincoln Avenue through Wolfs Lane to the High School, with a staging area on 3<sup>rd</sup> Street between 4<sup>th</sup> Avenue and 7<sup>th</sup> Avenue; and

BE IT FURTHER RESOLVED, that the Little League Organization will be responsible for all Village Of Pelham overtime costs and all other direct costs that are incurred by this event including appropriate insurance requirements; and

BE IT RESOLVED, that the Village Administrator, Police Chief, Fire Chief and General Foreman are authorized to take the necessary and appropriate actions to implement the plan and make arrangements for this parade.

Item #10– Other Business- Presentation by CivicPlus Website Design

Deputy Mayor Volpe stated that the website design firm happened to be available this evening after some initial consultations with staff members of the Village. He said he asked them to make a brief presentation to the Board regarding their product and services.

Jenny Martin and Harlan Ryan of CivicPlus gave a brief presentation to the Board; highlighting aspects of the site such as the “How Do I” navigation feature, mobile view, and email/text outreach capability at the suggestion of the Board and Secretary Bonington.

Trustee Kagan reminded the Board that some functions such as parking ticket payment, building permit payments, and video-streaming capabilities are third party services with separate costs.

John Cassone asked about a sunset provision on outdated information. Mr. Ryan responded that CivicPlus does offer that capability to keep the website current. Mr. Cassone also asked about fees charged and asked that the board look into fee-free services for seniors as similar services are provided by the State and County website.

Deputy Mayor Volpe stated the next steps in this process are that CivicPlus and other vendors will provide a proposal for their services and the Village will continue to research and review its options. He thanked the members of CivicPlus for their presentation.

Item #11– Authorizing the Accounts Payable

Trustee Kagan audited the Accounts Payable.

A motion was made by Trustee Senerchia and seconded by Trustee Marty to approve the resolution adopting the Accounts Payable. The vote was approved by a vote of six in favor, none opposed. Mayor Cassidy 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	\$248,562.56
Water Fund	\$38,282.02
Capital Projects Fund	\$34,922.00
Trust and Agency Fund	\$0.00
CD NYS Main Street Fund	\$0.00
H3 Fund	\$0.00
TE Expand Trust Fund	\$0.00
Grand Total	\$321,766.58

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

Item #12– Authorizing Minutes of: December 22, 2014, January 6, 2015

A motion was made by Trustee Mutti and seconded by Trustee Reim to approve the resolution adopting the minutes of December 22, 2014. The vote was approved by a vote of six in favor, none opposed. Mayor Cassidy was absent.

December 22, 2014- Approved

A motion was made by Trustee Kagan and seconded by Trustee Mutti to approve the resolution adopting the minutes of January 6, 2015. The vote was approved by a vote of five in favor, none opposed. Trustee Reim abstained. Mayor Cassidy was absent.

January 6, 2015- Approved

Item #13– Adjournment

A motion was made by Trustee Mutti with a second by Trustee Marty to adjourn the Board meeting at 9:00 pm. The motion was approved by vote of six in favor, none opposed. Mayor Cassidy was absent.

Respectfully submitted,  
Peter Bonington, Secretary to the Village Administrator