

ANNUAL MEETING
APRIL 16, 2018

The Village Board of the Village of Sylvan Beach held their annual meeting on Monday, April 16, 2018 at 6:20pm immediately following the Public Hearing for the Tax Cap Local Law at the Village office located at 808 Marina Dr. Mayor Gregory R Horan presided over the meeting with the following in attendance

Roll Call

Mayor Gregory R Horan	Present
Trustee William Shaughnessy	Present
Trustee Maureen Campbell	Present
Trustee Joseph J Clements	Present
Trustee Richard Sullivan	Present

Others in Attendance

Appointments

BE IT RESOLVED by Trustee Campbell and seconded by Trustee Shaughnessy to approve Mayor Horan's appointments as follows:

<u>OFFICE</u>	<u>TERM</u>	<u>CURRENT</u>	<u>APPOINTMENT</u>	<u>NEW TERM</u>
Official Depository	1 yr.	Adirondack Bank	<i>Adirondack Bank</i>	1 year term
Official Justice				
Depository	1 yr	Adirondack Bank	<i>Adirondack Bank</i>	1 year term
Official Newspaper	1 yr.	Rome Sentinel	<i>Rome Sentinel</i>	1 year term
Law Enforcement	1 yr.	Oneida Co. Sheriff	<i>Oneida Co. Sheriff</i>	1 year term
Law Enforcement	1 yr	NYS Police	<i>NYS Police</i>	1 year term
Village Attorney	1 yr.	Rocco DePerno	<i>Rocco DePerno</i>	1 year term
Deputy Clerk	1 yr.	Elizabeth A Scholl	<i>Elizabeth A Scholl</i>	1 year term
Village Historian	1 yr.			1 year term
Reg. of Vital Stats	1 yr.	Donna Clark	<i>Donna Clark</i>	1 year term
Codes Enforcement	1 yr	John Porter	<i>John Porter</i>	1 year term
AVJ/Court Clerk	1 yr.	Kimberley Coon	<i>Kimberley Coon</i>	1 year term
Planning Board	7 yr	Duane Jackson	<i>Duane Jackson</i>	5 year term
ZBA Board	1 yr	Guy Berogan	<i>Guy Berogan</i>	5 year term

Village Administrator	1yr	Joseph Benedict	<i>Michael Sayles</i>	1 year term
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ASSIGNMENTS		CURRENT BOARD	APPOINTMENT	
Deputy Mayor	1yr	Joseph Clements	<i>Joseph Clements</i>	1 year term
Park Commissioner	1yr	Gregory R Horan	<i>Gregory R Horan</i>	1 year term

Sewer Dist.	1yr	Joseph Clements	<i>Joseph Clements</i>	1 year term
Street Comm	1yr	Gregory R Horan	<i>Gregory R Horan</i>	1 year term
Beachfront Pkg Lot	1yr	William Shaughnessy	<i>William Shaughnessy</i>	1 year term
Aerial Spray	1yr	Gregory Horan	<i>Gregory Horan</i>	1 year term
Bathing Beach	1yr	Joseph Clements	<i>Joseph Clements</i>	1 year term
Lighting District	1yr	Maureen Campbell	<i>Maureen Campbell</i>	1 year term
Parks & Recreation	1yr	Maureen Campbell	<i>Maureen Campbell</i>	1 year term
Insurance	1yr	Richard Sullivan	<i>Richard Sullivan</i>	1 year term
Memorial Pavers	1yr	William Shaughnessy	<i>William Shaughnessy</i>	1 year term

Planning/ZBA	1yr	Maureen Campbell	<i>Maureen Campbell</i>	1 year term
SVBRA Liaison & Special Events	1yr	Joseph Clements	<i>Joseph Clements</i>	1 year term

Carried as follows

Trustee Shaughnessy	Aye	Trustee Clements	Aye
Trustee Campbell	Aye	Trustee Sullivan	Aye

Meetings

BE IT RESOLVED by Trustee Clements and seconded by Trustee Shaughnessy to approve the following schedule for village meetings as follows:

Village Board Meeting - 1st Monday of each month at 4:00 p.m. with the exception of the September 3rd meeting the office is closed due to the Holiday
 Village Board Meeting - 3rd Monday of each month at 7:30 p.m.
 Village Planning Board Meetings - 2nd & 4th Mondays of each month at 5:30 pm

Carried as follows:

Trustee Shaughnessy	Aye	Trustee Clements	Aye
Trustee Campbell	Aye	Trustee Sullivan	Aye

Lawn Sales/Concerts

BE IT RESOLVED by Trustee Shaughnessy and seconded by Trustee Campbell to approve the schedule for the lawn sales, Village Band Concerts and to pay the bands the agreed upon amounts at the time of the concert as follows.

**RESIDENTS LAWN SALE WEEKENDS 2018
FRIDAY, SATURDAY & SUNDAY**

May 18th, 19th & 20th
June 8th, 9th & 10th
July 13th, 14th, & 15th
August 17th, 18th & 19th
August 31st, Sept 1st, 2nd, & 3rd
Sept 14th, 15th & 16th

No items are to be left out after 7:00 p.m. each evening. Off street parking is to be provided by the homeowner.

SUMMER CONCERTS 2018

July 4th Matt Chase and Thunder Canyon Band - \$500
July 11th Timeline Band - \$600
July 18th ½ Fast Eddy & the Rusty Nuts - \$550
July 24th Callabreese Quintet - \$500
August 1st Cato East Shore Allstars - \$500
August 8th Moss Back Mule Band - \$600
August 15th Swamp Drivers - \$600
August 22nd Fritz’s Polka Band - \$600
August 29th Nelson Brothers - \$500

Carried as follows:

Trustee Shaughnessy	Aye	Trustee Clements	Aye
Trustee Campbell	Aye	Trustee Sullivan	Aye

Fee Schedule

BE IT RESOLVED by Trustee Campbell and seconded by Trustee Clements to approve the fee schedule set for Village Permit fees and the Village Clerk fees for services provided and parking fee schedule for 2018 as follows.

**VILLAGE OF SYLVAN BEACH
PERMIT FEES
REVISED 04/17/17**

NEW STRUCTURE – CERTIFICATE OF OCCUPANCY INCLUDED IN ALL FEES

NEW SINGLE FAMILY	\$300.00	\$0.27 PER SQ FT OVER 1500 SQ FT
NEW TWO FAMILY	\$450.00	\$0.27 PER SQ FT OVER 1500 SQ FT
TEMPORARY C OF O	\$200.00	
MOBILE HOME	\$150.00	
RESIDENTIAL ADDITION OR REMODEL SQ FT	\$125.00	\$0.27 PER SQ FT OVER 1500 SQ FT
ALL OTHER BUILDING PERMITS	\$ 50.00	
FLOOD PLAIN DEVELOPMENT PERMIT REQUIRED		\$ 50.00/DEPOSIT UP TO \$1000.00 IF REQUIRED

ACCESSORY STRUCTURES

ROOF	\$25.00
GARAGE	\$50.00
DECK	\$25.00
SHED	\$25.00
FENCE	\$25.00
PORCH	\$50.00
POOL	\$25.00

SOLID FUEL OR GAS BURNING DEVICES OTHER THAN PRINCIPLE HEATING
DEVICE \$25.00

NEW MULTI – FAMILY 3 OR MORE \$200.00 PER UNIT

COMMERCIAL

NEW \$600.00 UP TO 1000 SQ FT ADD \$ 0.40 PER SQ. FT
OVER

ADDITIONS & REMODEL \$300.00

TEMPORARY C OF O \$200.00

SEWER PERMITS \$ 25.00

DEMOLITION PERMITS \$ 25.00

PERMIT RENEWAL

PERMITS VALID FOR 6 MOS. AND MUST BE RENEWED PRIOR TO EXPIRATION DATE FOR AN ADDITIONAL 6 MOS. AT NO CHARGE. 2ND RENEWAL SAME CHARGE AS THE FIRST PERMIT ISSUED.

ZONING

VARIANCE \$ 50.00
EACH ADDITIONAL VARIANCE \$ 50.00
APPEAL OF PERMIT OR ZONING DECISION \$ 50.00
AMENDING OF THE APPLICATION \$ 100.00
SPECIAL USE PERMIT \$ 100.00

VILLAGE CLERK FEE SCHEDULE

Copies – Village Information \$.25 per page
Copies – Personal \$.50 per page
Fax – In/Out \$ 3.00
Tax Searches \$ 25.00
Lawn Sale Permit \$ 25.00 / 3 days
Demographic Study \$ 40.00
Comprehensive Plan \$ 40.00
FOIL Requests \$.25 per page / plus postage

PARKING PERMITS

Residents 1 pass free per household
Additional Tags \$ 25.00

Non Resident Tags

\$ 25.00

ALL PARKING PERMITS EXPIRE EACH YEAR

GENERAL PARKING FEES

PAID PARKING HOURS

MONDAY THROUGH SUNDAY 9 AM – 9 PM

PAID PARKING COST

SUNSET PARKING LOT

25¢ = 20 MINUTES

\$1.00 = 1 HOUR

\$8.00 = ALL DAY (24 HRS) MONDAY – FRIDAY

\$10.00 = ALL DAY (24 HRS) SATURDAY – SUNDAY

PAID PARKING COST

CARELLO'S CORNER PARKING LOT

25¢ = 20 MINUTES

\$1.00 = 1 HOUR

\$8.00 = ALL DAY (24 HRS) MONDAY-FRIDAY

\$10.00 = ALL DAY (24HRS) SATURDAY - SUNDAY

PAID PARKING COST

16th AVE PARKING LOT

25¢ = 20 MINUTES

\$1.00 = 1 HOUR

\$8.00 = ALL DAY (24 HRS) MONDAY – FRIDAY

\$10.00 = ALL DAY (24 HRS) SATURDAY – SUNDAY

PAID PARKING COST

STREET PARKING

25¢ = 20 MINUTES

\$.75 = 1 HOUR

\$5.00 = ALL DAY (24 HRS)

PROPERTY MAINTENANCE VIOLATION REMEDIATION

High Grass, Brush, Junk or Garbage on Property

Mobilization fee flat fee assessed when the DPW crew prepare for and are mobilized

To do Property Maintenance Violation work	\$100.00
Each Man Hour	\$ 25/hour
Lawnmower	\$ 20/hour
Pickup Truck	\$ 25/hour
Wheel Loader	\$ 50/hour
Dump Truck	\$ 40/hour
Tire Disposal	\$ 10/per tire
Junk Vehicles/Boats/Campers	
Tow to Village Impound Lot	\$150.00
Storage fee	\$ 20/day

Note: The Village of Sylvan Beach must keep vehicle a minimum of 30 days before it can be junked unless the owner transfers ownership of the vehicle to the Village. Impounded vehicles will only be released on business days after payment of all fees by money order.

Property Owner Location (skip tracing) \$ 65/hour

Personal Service of Notices (if required) as billed by Legal Works

Administration fee: 10% of total remediation fees added for administrative and clerical costs.

Carried as follows

Trustee Shaughnessy	Aye	Trustee Clements	Aye
Trustee Daily	Aye	Trustee Sullivan	Aye

Payments made in advance of abstract

WHEREAS the board of trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight and express charges: and

WHEREAS all such claims must be presented at the next regular meeting for audit; and

WHEREAS the claimant and the officer incurring or approving the claim are jointly and

severally liable for any amount the board of trustees disallows.

NOW THEREFORE BE IT RESOLVED by Trustee Clements and seconded by Trustee Shaughnessy that the board of trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges. All such claims must be presented at the next regular meeting for audit and the claimant and the officer incurring or approving the claims are jointly and severally liable for any amount the board of trustees disallows. Carried as follows

Trustee Shaughnessy	Aye	Trustee Clements	Aye
Trustee Campbell	Aye	Trustee Sullivan	Aye

That this resolution is effective immediately

Mileage

WHEREAS the board of trustees has determined to pay a fixed rate for mileage as set by the Office of the State Comptrollers as reimbursement to Village officers and employees who use their personal automobiles while performing their official Village duties and this is to include any tolls paid by the Village officers and employees

NOW THEREFORE BE IT RESOLVED by Trustee Clements and seconded by Trustee Shaughnessy that the board of trustees will approve reimbursement to such officers and employees at the rate determined by the Office of the State Comptrollers and to pay all tolls incurred by such officers and employees. Carried as follows:

Trustee Shaughnessy	Aye	Trustee Clements	Aye
Trustee Campbell	Aye	Trustee Sullivan	Aye

That this resolution is effective immediately

Motion was made by Trustee Campbell and seconded by Trustee Shaughnessy to keep the current procurement policy for EOL and the Village of Sylvan Beach dated April 15, 2014. Carried as follows

Trustee Campbell	Aye	Trustee Clements	Aye
Trustee Shaughnessy	Aye	Trustee Sullivan	Aye

PARK SCHEDULES

WHEREAS the Village Board finds that events conducted in the Village Park have a historical basis and are in the best interests of the Village residents and visitors. The Village has a huge investment in the Park and wishes to encourage use of the park by the public so that as many people as possible can enjoy the Park and appreciate the amenities provided.

THEREFORE, the Sylvan-Verona Beach Resort Association have requested that the Village Board approve the following events during the times specified

Sunday, May 20: **43rd Annual Antique Car, Motorcycle and Tractor Show** Revised Event We have joined together our traditional Antique Car Show with the addition of antique motorcycles and tractors. The motorcycles were a separate show last year and the tractors appeared in the Pirates parade last year and had their own show two years ago. 10am -5pm, registration on the bandstand, dash plaques, DJ for music

Thursday, May 24 – September 20: **Classic Car Cruise Night**, every Thursday night, 4pm -dark same format as previous years

Friday, May 25-28: **Vendor Show**, same as last year, chaired by Christine Clements

Friday, May 25-28: **RV Show by Camping World**, Returning after being away for one year, 10am-7pm daily, camper, RV equipment

Tuesday, June 5-August 28: **Bike Night**, Same as last year, bikes, vendors, music along Main Street

Saturday, June 16: **Caribbean Festival** Re-named from last year's **Luau Weekend**, sand sculpture, music, movie in Park, magic show, activities for kids, evening entertainment at various local venues, much the same as last year

Saturday, June 23: **Empire State Wine and Food Festival at the Beach**, *New Event*, wine, craft beer tasting, samples of NY grown food products, in a secure tent, sales of products to go (not for consumption in tent), 11am-5pm. The Resort Association has added specific insurance for this event.

Tuesday, June 26- September 18: **Farmer's Market** Carello's Corner, same as last year, 11:00 am-7pm, sales of food products and other

Saturday, June 30: **Chalk the Walk** Rain date July 1, format same as last year

Saturday, June 30 – Sunday, July 1: **East Coast Watercross** *New Event* Jet Ski races, Set-up on Friday, June 29, 11am, Registration starting at 6:30am on Saturday & Sunday, Practice trials at 9am, racing begins at noon, ending at 5pm, awards at 6pm. Beachfront Park, water off of Beachfront Park & down to near Harpoon Eddie's, pit/launch area on the beach from Bath House to about first Sunset Cottage. This area was used many years ago for sailboat races and was a

great success. This event managed by a professional race group who appear up and down the East Coast.

Tuesday, July 3- Sunday, July 8: **Vendor Show**

Thursday, July 5: **Independence Day Fireworks** Lakefront, same as previous years

Saturday & Sunday, July 7-8: **Corning Glassbarge and the Schooner Lois McClure** Part of the 200 years of NY Canals, free glass blowing demonstrations on a covered barge with seating for 175 people. Presented by Corning Glass and the Lake Champlain Maritime Museum. Dockwall

Sunday, July 15: **Third Annual Summer Blues Picnic** Presented by Mohawk Valley Blues Society, same format as last year

Thursday, July 19-Sunday, July 22: **Fifth Annual Pirate's at the Beach** Vendor show, parade on Saturday, fireworks on Saturday, 5K Rum Runner Race on Sunday, sand castle competition, Treasure Hunt on Beach, much the same as last year. We may add another event on Sunday. I will update that in the future.

Saturday, July 28: **Summer Games** Games & events for kids in Village Park, movie at Bandstand after dark, inflate bounce houses, evening events at various local establishments. This event will not include Sylvan Beach Races from last year.

Sunday, July 29: **Twenty-Fifth Annual Vettes at the Beach** Corvettes, Vendor Show in Park North of Eddies, much the same as other years

Sunday, August 5: **Seventh Annual Jeeps at the Beach** Jeeps, Vendor Show North of Eddies Village Park with over flow going into Sunset Park

Friday, August 10-Sunday, August 12: **Canal Fest** Utica Zoomobile, Water Ski Show, outdoor movie, face painting, bounce houses, games for kids, Vendor Show, Scenic Helicopter Rides, fireworks on Saturday August 11th, US Army Band, possibly a circus-style act, music, walking entertainment, more to follow soon.

Friday, August 31-Monday, September 3: **Vendor Show**

Sylvan Beach Fire Department 9/11 Ceremony September 11th at 7 pm

WHEREAS, the components of these events may include vendors, concessionaires, performers, artists, bands, vehicles suitable for display, portable toilet facilities when necessary, tents, portable dance floors, appropriate amusements, appropriate competitions (i.e. dance or singing) and any displays of a historic or artistic nature.

WHEREAS, the Village Board reserves the right to cancel or terminate while in progress any event or any portion of any event that they feel does not comply substantially or in any part with

the conditions of use of the park or the best interests of the Village. The Village Board also reserves the right to deny access or continued use of the Park by any person, persons or entity whose activities or behaviors violate the conditions of use, creates a safety hazard or is not in keeping with the best interests of the Village.

The Village Board further authorizes that in the event that it is impractical or if the situation requires immediate action the Mayor, Park Commissioner and the Village Administrator may at their discretion have the right to deny access or continued use of the Park by any person, persons or entity whose activities or behaviors violate the conditions of use, creates a safety hazard or is not in keeping with the best interests of the Village.

THEREFORE, the conditions of use of the park shall be as follows:

All persons and activities must comply with all applicable Village, State, County and Federal laws and statutes.

Parking of vehicles other than ones suitable for display with approval from the village board and a permit will not be allowed on park turf or sidewalk areas. Other vehicles may enter the park at the minimum amount necessary to load or unload displays or other approved items.

All vendors, performers, concessionaires, etc., must take all of their own garbage out with them. Village waste containers may only be used by visitors or residents.

No shrubbery, trees, benches, waste containers or other park appurtenances shall be moved or disturbed.

No food or drinks are allowed for sale in the Park without specific authorization by the Village Board. Alcoholic beverages may not be consumed, possessed or offered for sale by anyone in the Park.

No gambling is allowed in the Park.

All vendor activities, musical performances, etc. are not allowed after 11:00 p.m.

Any fees collected from vendors may only be used for operation and marketing of the event. In the event that monies are raised in excess of direct expenses, that money shall be turned over to the Village for the Village Park Fund.

All vendors, concessionaires and paid performers must sign and file with the Village a vendor agreement or contract provided by the Village that stipulates the rules for Park use prior to entering the Park.

No less than 14 days prior to each event the SVBRA will submit to the Village documentation that lists all proposed vendors, entities, activities and appropriate details of anything that is proposed to occur in the Park that has not been specifically authorized in this resolution. Anything that has not been specifically authorized by the Village Board is prohibited.

BE IT RESOLVED by Trustee Campbell and seconded by Trustee Shaughnessy that the Sylvan-Verona Beach Resort Association may conduct the for mentioned events during the times specified and under the conditions stipulated, with the exception of the East Coast Watercross jet ski races more information is needed in order to approve. Carried as follows

Trustee Shaughnessy	Aye	Trustee Clements	Aye
Trustee Campbell	Aye	Trustee Sullivan	Aye

Need to set hours for work day for the Acting Village Justice Position

BE IT RESOLVED, by Trustee Clements and seconded by Trustee Shaughnessy that the Village of Sylvan Beach hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees Retirement System based on the time keeping system records or record of activities maintained and submitted by these officials to the clerk of this body:

Appointed Officials – Acting Village Justice standard work day 7 hours.

WHEREAS, the acting village justice needs to certify to the hours worked and activities it was also asked that the acting village justice to provide the clerk each day worked with a log of activities completed and work at home can be included. Carried as follows

Trustee Shaughnessy	Aye	Trustee Clements	Aye
Trustee Campbell	Aye	Trustee Sullivan	Aye

ADJOURNMENT:

Motion was made by Trustee Campbell and seconded by Trustee Clements to adjourn the annual meeting at 7:20 pm. Carried as follows

Trustee Shaughnessy	Aye	Trustee Clements	Aye
Trustee Campbell	Aye	Trustee Sullivan	Aye

Respectfully submitted by

Wanda E Durant
Village Clerk-Treasurer
DRAFT