

ANNUAL MEETING

April 15, 2024

The Village Board of the Village of Sylvan Beach held their annual meeting on Monday, April 15, 2024 immediately following the Budget Public Hearing at the Village office located at 808 Marina Dr. Mayor Richard Sullivan presided over the meeting with the following in attendance and the public viewed via zoom

Roll Call

Mayor Richard Sullivan	Present
Trustee Mark Daily	Present (via zoom out of town work)
Trustee Mark Ferriter	Present
Trustee Sue Mackay	Present
Trustee Thaddeus Lawrence	Present (via zoom having technical issues)

Others in Attendance

Michael Sayles, Village Administrator
Pat Goodenow, SVBRA

Appointments

<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.	Willard Pratt	<i>Long Law Firm</i>	1 year term
Deputy Clerk-				
Treasurer	1 yr.	Elizabeth A Scholl	<i>Elizabeth A Scholl</i>	1 year term
Village Court Clerk	1 yr	Kimberley A Coon	<i>Kimberley A Coon</i>	1 year term
Village				
Administrator	1 yr	Michael Sayles	<i>Michael Sayles</i>	1 year term
Village Historian	1 yr.	Jean Tabarrini	<i>Jean Tabarrini</i>	1 year term
Registrar of Vital				
Statistics	1 yr.	Wanda E Durant	<i>Wanda E Durant</i>	1 year term
Deputy Registrar of				
Vital Statistics	1 yer	Elizabeth Scholl	<i>Elizabeth Scholl</i>	
Codes Enforcement	1 yr	John Porter	<i>John Porter</i>	1 year term
Associate Judge	1 yr.	Terry Deeley Coady	<i>Terry Deeley Cody</i>	1 year term
ZBA Board	5 yr	VACANT	<i>vacant</i>	5 year term

ASSIGNMENTS		CURRENT BOARD	APPOINTMENT	
Deputy Mayor	1yr	Mark Daily	<i>Mark Daily</i>	1 year term
Park Commissioner	1yr	Richard Sullivan	<i>Richard Sullivan</i>	1 year term
Sewer Dist.	1yr	Mark Daily	<i>Mark Daily</i>	1 year term
Street Comm	1yr	Richard Sullivan	<i>Richard Sullivan</i>	1 year term
Aerial Spray	1yr	Richard Sullivan	<i>Richard Sullivan</i>	1 year term
Parks & Recreation	1yr	David DeSantis	<i>Sue Mackay</i>	1 year term
Insurance	1yr	Sue Mackay	<i>Sue Mackay</i>	1 year term
Memorial				
Pavers/Benches	1yr	Thaddeus Lawrence	<i>Thaddeus Lawrence</i>	1 year term
Planning/ZBA	1yr	David DeSantis	<i>Mark Ferriter</i>	1 year term
SVBRA Liaison				
&Special Events	1yr	Thaddeus Lawrence	<i>Thaddeus Lawrence</i> <i>Thaddeus Lawrence/Sue</i>	1 year term
Canal	1 yr		<i>Mackay jointly</i>	1 year term

BE IT RESOLVED by Trustee Ferriter and seconded by Trustee Daily to approve Mayor Sullivans appointments as given for 2024. Carried as follows

Trustee Daily	Aye	Trustee Ferriter	Aye
Trustee Mackay	Aye	Trustee Lawrence	Unavailable TD

Meetings

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

Village Board Meeting - 1st Monday and 3rd Monday of each month at 6:30 p.m.
 Village Planning Board Meetings - 2nd & 4th Mondays of each month at 5:30 pm
 Holidays will be scheduled accordingly. Carried as follows:

Trustee Daily	Aye	Trustee Ferriter	Aye
Trustee Mackay	Aye	Trustee Lawrence	Unavailable TD

Lawn Sales/Concerts/Swim Area

RESIDENTS LAWN SALE WEEKENDS 2023

FRIDAY, SATURDAY & SUNDAY

May 17th, 18th & 19th

June 14th, 15th & 16th

July 12th, 13th & 14th

August 9th, 10th & 11th

August 30th, 31st, Sept 1st & 2nd

Sept 13th, 14th & 15th

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 2024
Wednesday Evenings 6:00 – 8:00pm

June 26th New Hartford Citizen Band - \$500
July 3rd Loose Gravel - \$450
July 10th The Dove tones - \$600
July 17th Easy Money Big Band \$599
July 24th The Nelson Brothers-\$550
July 31st East Shore Allstars -\$575
August 7th Gary Johnson - \$500
August 14th Mood swing - \$550
August 21st Floyd Community Band- \$600
August 28th Fab Cats - \$600

Supervised Swim Area Schedule

Supervised Swim Area will open June 27th through August 24th 2024 during the hours of 11am – 7 pm, the Lifeguards will be available Sunday through Saturday. The Supervised Swim Area will be closed effective August 24th , 2024. Schedule is depending on construction of new Welcome Center and the hiring of Life Guards.

BE IT RESOLVED by Trustee Mackay and seconded by Trustee Daily to approve the schedule for the Village Lawn sales, Village Band Concerts and Supervised Swim Area. Carried as follows:

Trustee Daily	Aye	Trustee Ferriter	Aye
Trustee Mackay	Aye	Trustee Lawrence	Unavailable TD

Fee Schedule

VILLAGE OF SYLVAN BEACH PERMIT FEES REVISED 04/19/21

NEW STRUCTURE – CERTIFICATE OF OCCUPANCY INCLUDED IN ALL FEES

NEW SINGLE FAMILY	\$300.00	\$0.30 PER SQ FT OVER 1500 SQ FT
NEW TWO FAMILY	\$450.00	\$0.30 PER SQ FT OVER 1500 SQ FT
TEMPORARY C OF O	\$200.00	
MOBILE HOME	\$150.00	
RESIDENTIAL ADDITION OR REMODEL	\$125.00	\$0.30 PER SQ FT OVER 1500 SQ FT
ALL OTHER BUILDING PERMITS	\$ 50.00	
FLOOD PLAIN DEVELOPMENT PERMIT	\$ 75.00	

ACCESSORY STRUCTURES

ROOF	\$ 25.00	
GARAGE	\$100.00	
DECK	\$ 25.00	
SHED	\$ 25.00	
FENCE	\$ 25.00	
PORCH	\$ 50.00	
POOL	\$ 25.00	
SOLID FUEL OR GAS BURNING DEVICES OTHER THAN PRINCIPAL HEATING DEVICE	\$25.00	
SIGN PERMIT	\$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 UP TO 1000 SQ FT	ADD \$0.40 PER SQ FT OVER

TEMPORARY C OF O	\$200.00
SEWER PERMITS	\$ 25.00 / \$500 deposit for road cuts
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
Deomographic Study	\$ 40.00
Comprehensive Plan	\$ 40.00
FOIL Requests	\$.25 per page/plus postage

PARKING PERMITS

Residents With proof of residency	1 pass free per household
Additional Tags	\$ 30.00
Non Resident Tags	\$ 30.00

ALL PARKING PERMITS EXPIRE EACH YEAR

GENERAL PARKING FEES
Monday through Sunday 9:00am to 9:00pm
Season May 15th – September 30th

PAID PARKING LOT FEES

SUNSET PARKING LOT

\$2.00 MINIMUM FOR 2 HOURS
\$2.00 PER HOUR GREATER THAN 2 HOURS
\$10.00 ALL DAY MONDAY TO FRIDAY
\$12.00 ALL DAY SATURDAY AND SUNDAY

CARELLO'S CORENER PARKING LOT

\$2.00 MINIMUM FOR 2 HOURS
\$2.00 PER HOUR GREATER THAN 2 HOURS
\$10.00 ALL DAY MONDAY TO FRIDAY
\$12.00 ALL DAY SATURDAY AND SUNDAY

17TH AVENUE PARKING LOT

\$2.00 MINIMUM FOR 2 HOURS
\$1.00 PER HOUR GREATER THAN 2 HOURS
\$8.00 ALL DAY MONDAY TO FRIDAY
\$8.00 ALL DAY SATURDAY AND SUNDAY

PAID STREET PARKING FEES

SPENCER AVENUE PARKING

\$2.00 MINIMUM FOR 2 HOURS
\$2.00 PER HOUR GREATER THAN 2 HOURS
\$10.00 ALL DAY MONDAY TO FRIDAY
\$12.00 ALL DAY SATURDAY AND SUNDAY

CANAL STREET PARKING

\$2.00 MINIMUM FOR 2 HOURS
\$2.00 PER HOUR GREATER THAN 2 HOURS
\$10.00 ALL DAY MONDAY TO FRIDAY
\$12.00 ALL DAY SATURDAY AND SUNDAY

PARK AVENUE PARKING

\$2.00 MINIMUM FOR 2 HOURS
\$2.00 PER HOUR GREATER THAN 2 HOURS
\$10.00 ALL DAY MONDAY TO FRIDAY
\$12.00 ALL DAY SATURDAY AND SUNDAY

MAIN SREET PARKING

\$2.00 MINIMUM/MAXIMUM FOR 2 HOURS

NO OPTIONS FOR MORE THAN 2 HOURS

AKEHURST AVENUE PARKING

\$2.00 MINIMUM FOR 2 HOURS

\$2.00 PER HOUR GREATER THAN 2 HOURS

\$10.00 ALL DAY MONDAY TO FRIDAY

\$12.00 ALL DAY SATURDAY AND SUNDAY

Electric Charging Stations \$4.00 per hour and includes parking

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 \$ 30/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.

BE IT RESOLVED by Trustee Mackay and seconded by Trustee Ferriter to approve the fee schedule set for Village Zoning Permit fees, Property Maintenance fees, the Village Clerk fees for services provided and Parking fee schedule for 2024. Carried as follows

Trustee Daily	Aye	Trustee Ferriter	Aye
Trustee Mackay	Aye	Trustee Lawrence	Aye

(back online at 6:27pm)

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 Ferriter and seconded by Trustee Mackay 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 Daily	Aye	Trustee Ferriter	Aye
Trustee Mackay	Aye	Trustee Lawrence	Aye

Procurement Policy

Motion was made by Trustee Daily and seconded by Trustee Lawrence to keep the current procurement policy for EOL and the Village of Sylvan Beach dated September 18, 2023. Carried as follows

Trustee Daily	Aye	Trustee Ferriter	Aye
Trustee Mackay	Aye	Trustee Lawrence	Aye

Need to set hours for work day for the Village Court Clerk Position

BE IT RESOLVED, by Trustee Ferriter and seconded by Trustee Mackay 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 Employee's 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 – Village Court Clerk standard work day 7 hours.

WHEREAS, the Village Court Clerk needs to certify to the hours worked and activities performed and that the Village Court Clerk provide to the Village Clerk each day worked with a log of activities completed and work at home can be included. Carried as follows

Trustee Daily	Aye	Trustee Ferriter	Aye
Trustee Mackay	Aye	Trustee Lawrence	Aye

ADJOURNMENT:

Motion was made by Trustee Mackay and seconded by Trustee Daily to adjourn the annual meeting at 6:30 pm and to enter into the regular meeting. Carried as follows

Trustee Daily	Aye	Trustee Ferriter	Aye
Trustee Mackay	Aye	Trustee Lawrence	Aye

Respectfully submitted by

Wanda E Durant
Village Clerk-Treasurer
DRAFT