

AGENDA- PUBLIC HEARING – JUNE 13, 2016

Mayor Guerin called the Public Hearing to order at _____ pm.

Salute to the flag.

The purpose of this Public Hearing is to provide the public with the opportunity to make comments and/or ask questions with regard to the Village of Port Henry Comprehensive Plan, before its adoption.

Nan Stolzenburg of Community Planning and Environmental Associates is present this evening and has helped in preparing the plan as well as the future zoning law for the Village. Ms. Stolzenburg will provide a brief overview of the Comprehensive Plan.

Over view of Comprehensive Plan with proposed changes recommended by John Viestenz as submitted via e-mail and distributed to the Mayor, Board and Ms. Stolzenburg on May 23, 2016.

Public Comment Period

If time permits before the 7:00 pm Board meeting, Ms. Stolzenburg will review the draft Zoning Law with the Village Board. If time does not permit, this may be done at the beginning of the 7:00 pm regularly scheduled Board meeting.

A motion is needed to adjourn the Public Hearing at _____ pm. Motion made by _____, seconded by _____, all in favor?

ADJOURNED

AGENDA – JUNE 13, 2016 BOARD MEETING

Mayor Guerin called the meeting to order at _____ pm.

Continue review of draft Zoning Law, if necessary

Department Head Reports

- Resolution to approve the 2016-2017 Officers elected to the Port Henry Fire Department. Motion made by Trustee _____, seconded by Trustee _____, all in favor?

Public Comment Period

Board Discussion/Reports

- Discuss old sign in front of Mac’s Market per Trustee Smyth’s request.

Recurring Old Business:

After review and via formal Resolution, the Village Board issues a negative declaration with regard to the SEQR Full Environmental Assessment Form (FEAF) Type I Action, upon adoption of the Comprehensive Plan, and as rationale that there will be no adverse impacts. Motion to adopt said resolution made by; Trustee _____, seconded by Trustee _____. Vote:

Aye: _____

Nay: _____

By a vote of _____ to _____, the above listed Resolution was duly adopted by the Village of Port Henry Board of Trustees on this 13th day of June, 2016.

At this time, the Board adopts the proposed Comprehensive Plan via formal resolution and with the incorporated changes as discussed in the Public Hearing. Motion to adopt said resolution made by; Trustee _____, seconded by Trustee _____. Vote:

Aye: _____

Nay: _____

By a vote of _____ to _____, the above listed resolution was duly adopted by the Village of Port Henry Board of Trustees on this 13th day of June, 2016.

Update on Manhole 13 Project

Discuss Old Chimney (Van Slooten) issues with obtaining easement:

- Discuss and approve contacting Village attorney to have legal agreement crafted between the Village and Old Chimney with regard to the Village being responsible for the maintenance of the solids tank being placed on his property that services the existing sewer connections.
- Discuss and approve forgiving the sewer rent for the existing residential connection.
- Review, discuss and approve Water & Sewer billing structure.

Update on Rice Lane Project

The Village declared the 1999 Ford Ranger surplus and put it out for bid in January of this year. The award to the higher bidder of \$301 fell through therefore Board approval is required to offer the surplus item to the next highest (and only other) bidder in the original bid amount of \$200. Motion made by Trustee _____, seconded by Trustee _____ to approve such. All in favor?

On May 18, 2016 a Petition for Referendum on the Village of Port Henry Dissolution Plan was received by the Village Clerk containing 242 signatures. In accordance with New York State General Municipal Law, Article 17-A, Section §785, on May 23, 2016 within ten days of the date of filing, the Clerk made a final determination that the Petition contained 221 valid signatures of registered voters of the Village of Port Henry, exceeding the required 25%, therefore the Petition was certified. The Mayor, Board of Trustees, Contact Person named on the Petition and the Laberge Group consultants were notified.

The Village Board is now required within thirty (30) days of the date of certification to enact a resolution setting forth a date to hold a referendum by the electors, on the question of whether the Dissolution Plan shall take effect; the referendum must be held not less than sixty (60) or more than ninety (90) days after enactment of the resolution. The suggested date to hold the referendum is: Tuesday August 16, 2016.

Upon motion by Trustee _____, seconded by Trustee _____, the Village of Port Henry Board of Trustees hereby enacts a resolution to hold the Referendum on the Dissolution Plan on: _____, 2016. Vote:

Aye: _____
Nay: _____

By a vote of _____ to _____, the above listed resolution was duly adopted by the Village of Port Henry Board of Trustees on this 13th day of June, 2016.

The Referendum, in accordance with General Municipal Law shall read as follows:

“The voters of the Village of Port Henry having previously voted to dissolve, shall the elector initiated dissolution plan take effect? YES _____ NO _____.”

The Board further determined that the Referendum will be held at the Port Henry Fire house located at 14 Church Street and the polls will be open from 12:00 pm (noon) to 9:00 pm.

Old Business: A motion is needed to approve the May 9, 2016 Board minutes. Motion made by Trustee _____, seconded by Trustee _____, all in favor?

The 2015 Annual Water Quality Report for the Village of Port Henry was published in The Times of Ti Sun on May 21, 2016. The New York State Department of Health was notified of such and the required documentation was filed. A copy thereof will remain on file in the Village Office and is posted in the Village Hall for public inspection during normal business hours. The report is also posted on the Village website.

New Business: The May 2016 Accounts Receivable and Trial Balance Reports were presented to the Board for review. There is no monthly Water Adjustment Report, as no adjustments were made.

Review, discuss and approve a refund of \$30.85 to Jane Raynor for the Water/Sewer billing difference at 48 Elizabeth Street; Account No. 189. This property used to be billed the flat rate and is now metered as a result of the Elizabeth Street Project. The refund amount reflects the billing difference.

Information and documentation with regard to the September 2016 Annual Ragnar Relay Event was distributed to the Board for review on June 8, 2016. Ragnar Events is requesting permission to hold a relay run again this year through Port Henry on the weekend of September 23-24, 2016 during the hours of 10:00 pm on Friday, through 7:00 am on Saturday. A signed permission letter included in the information packet is requested. A motion to approve this event made by: Trustee

_____, seconded by Trustee _____,
all in favor?

The Village liability insurance proposal from TD Insurance Company has been presented to the Board for review. A motion is needed to approve and accept the proposal as presented. Motion made by _____, seconded by _____, all in favor?

Review, discuss and make decisions on Water/Sewer Bill Requests for Adjustments:

- 1.) Account No. 51 – 15 Meacham Street: _____
- 2.) Account No. 313 – 18 Spring Street: _____

A completed Vendor Permit Application, the fee of \$25.00 and the required insurance and documentation was received on May 30, 2016 from Keystone Fireworks, for the purpose of selling NY legal sparkler devices and July 4th novelties at 4242 Main Street (The old Wheelock garage) from June 27th through July 5, 2016. Board approval is required with regard to this request. Motion to approve issuing Vendor permit made by: Trustee

_____, seconded by Trustee _____, all in favor?

A second Public Hearing is required for the Rice Lane Community Development Block Grant per Anna Reynolds of the Essex County Planning Office. The recommended date is Monday July 11, 2016 at 6:45 pm (before the regularly scheduled Board meeting). A motion to schedule the Public Hearing for the above listed date and time made by Trustee _____, seconded by Trustee _____, all in favor?

The next regularly scheduled Meeting of the Village of Port Henry Board of Trustees will be held on Monday July 11, 2016, at 7:00 pm.

A motion is needed to approve the June 13, 2016 bills for payment. Motion made by Trustee _____, seconded by Trustee _____, all in favor?

Second Public Comment Period

A motion is needed to adjourn the meeting at _____pm. Motion made by Trustee _____, seconded by Trustee _____, all in favor?

ADJOURNED