

Minutes of the Virtual Village Board Meeting held on June 10, 2021 at 7:30PM

Present: Timothy Egan, Mayor
Tara Burek, Andrew Giacomazza, Jesus Gomez and Christopher Graziano, Trustees
Absent: None
Also Present: Robert Weyant, Village Streets Superintendent; Michael Phillips, Water/Wastewater Superintendent; John Hand, Assistant Building Inspector; Pat Prozzillo and Christopher Burke, Fire Chiefs; Brian Nugent, Special Counsel for the Village; Craig Brady, Zoning Board; Kelly Naughton, Attorney for the Village

I. Public Hearing:

a. Cablevision Franchise Agreement:

A public hearing was held to entertain public comments to consider a proposed non-exclusive cable television franchise agreement between the Village and Cablevision of Wappingers Falls, Inc., wholly owned subsidiary of Altice USA, Inc. The public notice was printed in the Times Herald Record on June 1, 2021 and the following comments were received:

Attorney Nugent stated approval will be needed from the NYDPSC as the Village is taking over the existing franchise from the Town. This is because the Village has the authority to approve rights-of-ways on Village roads and the Town does not. He received a response yesterday asking if a notice was sent to other potential franchises within a 25-mile radius and he explained that this is simply a transfer of an existing franchise, nothing new is being created. He noted the Board should solicit comments at this time but not close the hearing since a response has not been received from the NYSPSC. He added that a request has been made for them to expedite their decision as the current agreement expires soon.

Matt Higgins stated the service from Cablevision is lousy and he does not like it much. He would like them to be aware of that. Attorney Nugent asked for clarification – does he have an issue with the internet service or television. Mr. Higgins stated both services are of concern and he feels the public should be able to choose their own provider. Mayor Egan stated other providers can come into Woodbury if they want too but none wants to incur the cost of laying their own cables. He noted that Frontier has been installing fiberoptics for future service in Woodbury. Attorney Nugent agreed that this agreement does not prohibit another provider for coming into Woodbury. Trustee Graziano stated this agreement is just for television service as internet service is not yet regulated. Mr. Higgins stated both use the lines.

With no further comments received, a motion was offered by Trustee Giacomazza, seconded by Trustee Burek, to continue the public hearing to the June 24 meeting.

ADOPTED AYES 5 Egan, Burek, Giacomazza, Gomez, Graziano
 NOES 0

II. Public Comment on Agenda Items Only: *There were no comments received.*

II. Administrative Business:

a. FY2021/2022 Re-Organization Meeting:

Consultants for the Village:

Motion was offered by Trustee Burek, seconded by Trustee Graziano, to appoint the following consultants for the FY2021/2022:

Engineers for the Village: H2M Architects + Engineering
Attorney for the Village: Burke, Miele, Golden, Naughton

Feerick Nugent MacCartney
Kornfeld Rew Newman & Simeone
Nelson Pope & Voorhis
Burke, Miele, Golden, Naughton

Planner for the Village:
Attorney for the ZBA:

ADOPTED AYES 5 Egan, Burek, Giacomazza, Gomez, Graziano
NOES 0

Authorize to File – Engineer:

Motion was offered by Trustee Giacomazza, seconded by Trustee Gomez, to authorize H2M Architects + Engineering, as the Engineer for the Village, to file applications to all regulatory agencies, as required, on behalf of the Village of Woodbury in FY2021/2022 for those projects authorized by the Village Board.

ADOPTED AYES 5 Egan, Burek, Giacomazza, Gomez, Graziano
NOES 0

Deputy Mayor:

Mayor Egan stated he appoints Andrew Giacomazza as Deputy Mayor.

Membership in State Association:

Motion was offered by Trustee Graziano, seconded by Trustee Burek, to authorize the Village Clerk to enroll the Village as members with the New York State Conference of Mayors (NYCOM); the Orange County Association of Towns, Villages and Cities; the Orange County Municipal Planning Federation; Orange County Water Authority (Moodna) and the Woodbury Chamber of Commerce.

ADOPTED AYES 5 Egan, Burek, Giacomazza, Gomez, Graziano
NOES 0

Designation of Official Newspaper:

Motion was offered by Trustee Giacomazza, seconded by Trustee Burek, to designate the Times Herald Record as the official newspaper for the Village.

ADOPTED AYES 5 Egan, Burek, Giacomazza, Gomez, Graziano
NOES 0

Investment Policy/Designation of Depository/Audited of Abstract Vouchers:

Motion was offered by Trustee Burek, seconded by Trustee Gomez, to adopt the Investment Policy of the Village as follows:

“The objectives of the Investment Policy of the Village of Woodbury are to minimize risk, to ensure that investments mature when cash is required, and to insure a competitive rate of return. In accordance with this policy, the Mayor is authorized to invest Village funds which are in excess of current operating needs. Village investments are governed by applicable New York State Laws.

That the Mayor make the following types of investments, for the present, until other types of investments are submitted to the Village Board:

- a) Direct purchase of guaranteed obligations of the United States Government or obligations of the State of New York and its political subdivisions.
- b) Direct purchase of Certificates of Deposit from the designated depositories of the Village. Such Certificates of Deposit are to be collateralized by obligations enumerated in item “a” above.

- c) Direct purchase through Repurchase Agreements of guaranteed obligations of the United States Government. Such Repurchase Agreements should be executed either through the designated depositories of the Village or those brokerage firms which are primary United States Government dealers which report to the Federal Reserve Bank of New York.
- d) Time Deposit Accounts are designated depositories of the Village. Such accounts are to be collateralized by the Federal Deposit Insurance Corporation or by obligations enumerated in item "a" above.

The Mayor shall deposit all monies received and said monies shall be released together with the related sureties from any liabilities for loss of such monies by reason of the default or insolvency of any such depository.

The following bank is to be designated as the official bank for the Village:

Sterling National Bank, Monroe
Lakeland Bank, Highland Mills

The Mayor shall be authorized to invest funds of the Village in this bank during the 2021/2022 Fiscal Year under the following guidelines:

- a) All accounts shall be collateralized at 105% and said collateralization shall be held by a third party bank.
- b) Collateralization shall be in accordance with the Comptroller's guidelines.
- c) All designated banks will be contacted for competitive rates on an ongoing basis."

The Mayor shall be authorized to deposit any Village monies in this bank during the 2021/2022 fiscal year.

Prior to all invoices being paid, they must be attached to vouchers which must be signed by at least two members of the Board. An "abstract of audited vouchers" will be prepared by the Village Treasurer for action by the Board. After the Board votes to approve payment, a record of the check issued for payment must be attached to the voucher indicating who the check was written too, the date payment was made and the amount of the payment.

ADOPTED AYES 5 Egan, Burek, Giacomazza, Gomez, Graziano
 NOES 0

Mileage Reimbursement/Food Stipend:

Motion was offered by Trustee Giacomazza, seconded by Trustee Burek, to reimburse members of the Village Government and its employees, when on official business or duty for the Village, the rate established annually by the Internal Revenue Services for the use of their personal vehicle (includes gas and wear/tear). Vouchers are to be completed and filed with the Village Treasurer before reimbursement is made.

ADOPTED AYES 5 Egan, Burek, Giacomazza, Gomez, Graziano
 NOES 0

Motion was then offered by Trustee Graziano, seconded by Trustee Burek, to reimburse employees not more than \$50 per day for food purchased while attending a Board approved conference/ meeting that is held for an entire day and is for Village related issues, if not included in the registration cost. Alcohol will not be reimbursed. Complete receipts must be submitted with voucher.

ADOPTED AYES 5 Egan, Burek, Giacomazza, Gomez, Graziano
 NOES 0

Board Liaisons/Appointed Positions:

Motion was offered by Trustee Giacomazza, seconded by Trustee Burek, to establish the following liaisons of the Village Board:

Liaison to Town Board	Mayor Egan, Trustee Giacomazza
Liaison to Planning Board	Trustee Graziano, Trustee Gomez
Liaison to Zoning Board	Trustee Giacomazza, Trustee Burek
Liaison to Fire Department	Mayor Egan, Trustee Gomez
Liaison to Water/Sewer Department	Mayor Egan, Trustee Graziano
Liaison to Building Department	Mayor Egan, Trustee Burek
Liaison to Highway Department	Mayor Egan, Trustee Giacomazza
Employee Liaisons	Mayor Egan, Trustee Giacomazza
Insurance Liaisons	Trustee Burek, Trustee Gomez

ADOPTED AYES 5 Egan, Burek, Giacomazza, Gomez, Graziano
 NOES 0

Motion was then offered by Trustee Gomez, seconded by Trustee Graziano, to appoint the following individuals to the following positions:

Appeals Officer for FOIL's	Timothy Egan
Procurement Officer	Timothy Egan
Fire Police	George Sewitt, Dennis Tenney, Christopher Salvo, Charles Knuth
Planning Board Chairperson	Christopher Gerver
Zoning Board of Appeals Chairperson	Karen Ungerer

ADOPTED AYES 4 Egan, Giacomazza, Gomez, Graziano
 ABSTAIN 1

Meeting Dates and Meeting/Public Comment Procedures:

Motion was offered by Trustee Burek, seconded by Trustee Giacomazza, to adopt the following meeting procedures:

“That the Village Board hold regular meetings on the second and fourth Thursday of each and every month at 7:30PM, at Village Hall, 455 Route 32, Highland Mills, New York. If cancelled, notification will be given to the media and posted on the official signboard of the Village Clerk. Special meetings are to be called by the Mayor and all Trustees will be notified by telephone, electronic mail, in person or by postal service by the Village Clerk at least twenty-four hours in advance of the meeting unless in the opinion of the Mayor emergency conditions dictate the necessity of shorter notice. Agendas will be prepared by the Village Mayor and Clerk no later than twenty-four hours prior to all meetings. Items can be added and deleted when needed. Minutes of the meetings will be prepared by the Village Clerk in accordance with the Open Meetings Law. When action is required, a motion, followed by a second, will be asked for by the Mayor. A discussion can then be held and then each member will vote verbally on the issue (one vote per member). When required, the Board will be polled by the Village Clerk. If there is a dispute as to the form or priority of motions or other meeting procedural issues not set forth herein Roberts Rules of Order shall prevail, consistent with New York municipal law, with the Attorney for the Village acting as Parliamentarian. When all business is finalized, the meeting will be adjourned. Any deviation from these procedures must be determined by the Village Board.”

ADOPTED AYES 5 Egan, Burek, Giacomazza, Gomez, Graziano
 NOES 0

Motion was then offered by Trustee Graziano, seconded by Trustee Gomez, to adopt the following procedure to be followed during all public comment segments of the meetings:

- a) The public may speak only during public comment or at any time the Village Board permits, for a period of five minutes. Time cannot be yielded to other members of the public.
- b) Comments are to be made to the Village Board only, not other members of the public or individual Board members.
- c) Speakers will observe commonly accepted rules of courtesy, decorum, dignity and good taste when addressing the Board and making comments.
- d) Written communication will be accepted/presented to the Village Clerk.

Any deviation from these procedures must be determined by the Village Board.

ADOPTED AYES 5 Egan, Burek, Giacomazza, Gomez, Graziano
 NOES 0

Procurement Policy:

Motion was offered by Trustee Burek, seconded by Trustee Gomez, to adopt a procurement policy as follows:

WHEREAS, General Municipal Law (GML) 104-b requires every municipality to adopt internal policies and procedures governing all procurements of goods and services not subject to the bidding requirements of GML 103 or any other law; and,

NOW, THEREFORE, BE IT

RESOLVED that the Village of Woodbury does hereby adopt the following procurement policies and procedures:

Guideline 1. Every prospective purchase of goods or services shall be evaluated to determine the applicability of GML 103. "Purchaser" is defined as a Village official, board member, department head or individual assigned by the department head to have purchasing authority. Pursuant to GML 104-b, they are listed as follows:

Building Department	Gary Thomasberger, Maria Rubio, Marian Tiplado,
Fire Department	Pasquale Prozzillo, Christopher Burke, Scott McClennan
Water/Sewer Department	Michael Phillips, Jason Braghirol, Jean Mundy
Mayor/Trustees	Timothy Egan, Desiree Potvin, Jessica McClennan
Clerk/Treasurer	Desiree Potvin, Jessica McClennan, Claudia Valoy-Romanisin
Highway Department	Robert Weyant, Sheila Beadle

Guideline 2. All purchases of (a) supplies or equipment which will exceed \$20,000 or (b) public works contracts over \$35,000 shall be formally bid pursuant to GML 103. In 2013 this amendment to GML 103 will sunset and the limits will return to \$10,000 for all purchases of supplies or equipment and \$20,000 for all public works contracts. When/If this occurs, then the limits listed in Guideline 3 exceeding the current limits will be null and void.

Guideline 3. Purchases of supplies or equipment shall require the following:

Less than \$20,000 but greater than \$10,000	Three written quotes with documentation
Less than \$10,000 but greater than \$5,000	Two written quotes with documentation
Less than \$5,000	Left to discretion of Purchaser

Pursuant to GML 103(1) purchases of "commodities, service or technology" may not be "artificially divided" for the purposes of satisfying the "discretionary buying thresholds". "The reasonably expected aggregated amount of all purchases of the same commodities, services or technology to be made within the twelve-month period commencing on the date of the purchase" must be considered.

Purchases of public works/service contracts shall require the following:

Less than \$35,000 but greater than \$20,000	Three written quotes with documentation
Less than \$20,000 but greater than \$5,000	Two written quotes with documentation
Less than \$5,000	Left to the discretion of the Purchaser

Any written request for proposals (RFP) shall describe the desired goods, quantity and the particulars of delivery. The Purchaser shall compile a list of all vendors for which quotes have been received by using the form provided by the Village Clerk. All information gathered in complying with the procedures of this policy shall be preserved and attached to the voucher that is submitted for processing of payment to the successful vendor.

In the event that a diagnostic examination results in charges that will fall under a procurement threshold requiring a form of documentation other than initially anticipated, management will determine if the work can proceed without fulfilling the standard requirements of the applicable threshold.

Guideline 4. The lowest responsible proposal/quote shall be awarded unless the Purchaser prepares a written justification providing reasons why it is in the best interested of the Village and its taxpayers to make an award to other than the low bidder. If a bidder is not deemed responsible, facts supporting that judgments shall also be documented.

Guideline 5. A good-faith effort shall be made to obtain the required number of proposals/quotes. If the Purchaser is unable to obtain the required number of proposals/quotes, the Purchaser shall document the attempt(s) made. In no event shall the inability to obtain the proposals/quotes be a bar to the procurement.

Guideline 6. Except when directed by the Village Mayor, no solicitation of proposals/quotes shall be required under the following circumstances:

- a) Acquisition of professional services;
- b) Emergencies;
- c) All purchases made under the emergency exception must meet the following criteria: 1) need arises from an accident or unforeseen occurrence or condition; 2) need affects public buildings/property or life, health and safety; 3) immediate action is needed and cannot await competitive bidding or competitive offering.
- d) Sole-Source situations;
- e) Goods purchased from agencies for the blind or severely handicapped;
- f) Goods purchased from correctional facilities;
- g) Goods purchased from another governmental agency;
- h) Goods purchased at auction;

Guideline 7 This policy shall be reviewed annually by the Village Board of Trustees at its organizational meeting or as soon thereafter as is reasonably practicable.

ADOPTED AYES 5 Egan, Burek, Giacomazza, Gomez, Graziano
 NOES 0

Fee Schedule:

Motion was offered by Trustee Giacomazza, seconded by Trustee Graziano, to adopt the 2021/2022 fee schedule (*printed at the end of these minutes*).

ADOPTED AYES 5 Egan, Burek, Giacomazza, Gomez, Graziano
 NOES 0

b. Acceptance of Minutes:

Motion was offered by Trustee Burek, seconded by Trustee Giacomazza, to accept receipt of the minutes of the meeting held May 27, 2021.

ADOPTED AYES 5 Egan, Burek, Giacomazza, Gomez, Graziano
 NOES 0

c. Approval of Abstract:

Motion was offered by Trustee Gomez, seconded by Trustee Graziano, to approve Abstract 1 containing vouchers 210001 – 210072 and totaling \$1,068,106.88.

ADOPTED AYES 5 Egan, Burek, Giacomazza, Gomez, Graziano
 NOES 0

d. Appointment of Building Inspector:

Mayor Egan stated this item is tabled.

EXTRA ITEM – Fire Department Membership:

Motion was offered by Trustee Graziano, seconded by Trustee Burek, to approve the following individuals as members of the Highland Mills Fire Company: Francis Corsello, Faton Aliji (pending physical) and Scott Sheehan.

ADOPTED AYES 5 Egan, Burek, Giacomazza, Gomez, Graziano
 NOES 0

EXTRA ITEM - Resignation from Land Preservation Committee:

Motion was offered by Trustee Gomez, seconded by Trustee Giacomazza, to accept the resignation of Sandra Capriglione from the Land Preservation Committee effective immediately, with regrets.

ADOPTED AYES 5 Egan, Burek, Giacomazza, Gomez, Graziano
 NOES 0

III. Old Business: *There was no old business to discuss.*

IV. New Business:

a. Introductory Local Law 9 – Cannabis Opt-Out:

Motion was offered by Trustee Graziano, seconded by Trustee Burek, to introduce Introductory Local Law 9 of 2021 which, pursuant to Cannabis Law Section 131, will cause the Village of Woodbury to opt out of licensing and establishing retail cannabis dispensaries and on-site cannabis consumption establishments within the Village of Woodbury.

ADOPTED AYES 5 Egan, Burek, Giacomazza, Gomez, Graziano
 NOES 0

Motion was then offered by Trustee Giacomazza, seconded by Trustee Gomez, to declare the Village of Woodbury Board of Trustees as Lead Agency under SEQRA for this issue.

ADOPTED AYES 5 Egan, Burek, Giacomazza, Gomez, Graziano

NOES 0

Motion was then offered by Trustee Graziano, seconded by Trustee Burek, to type this action as a Type II under SEQRA.

ADOPTED AYES 5 Egan, Burek, Giacomazza, Gomez, Graziano
NOES 0

Motion was then offered by Trustee Giacomazza, seconded by Trustee Burek, to schedule a public hearing to be held at 7:30PM on June 24, 2021 to entertain public comments on Introductory Local Law 9 of 2021.

ADOPTED AYES 5 Egan, Burek, Giacomazza, Gomez, Graziano
NOES 0

EXTRA ITEM – Hiring of Hydrogeologist:

Motion was offered by Trustee Gomez, seconded by Trustee Graziano, to hire HydroEnvironmental Solutions, Inc., at a cost of \$31,110 to assess the Village water system.

ADOPTED AYES 5 Egan, Burek, Giacomazza, Gomez, Graziano
NOES 0

V. Public Comment:

Rachael Bruce stated, regarding Introductory Local Law 9 (Cannabis Opt-Out), that she understands some of the sentiments against this measure. She does feel that it would have been a profound opportunity for real economic development and sales tax revenue within the Village. She hopes the Board reconsiders its stance at some point in the future. Mayor Egan stated at this point no decision has been made on the issue and the Board this evening scheduled a public hearing to be held to entertain public comments on it. He invited Ms. Bruce to bring her comments to the hearing at the next meeting for the Board to consider.

Matt Higgins stated he thought the Board would be speaking about the water issues and he has things to say about it. He highly recommends all Board members and Water Department employees read Paul Isaac 817 2014, which is the most comprehensive Woodbury Creek Fill Aquifer System Report. He noted it is about the aquifer and should be looked at, notably the first sentence of the abstract. He feels transparency and citizen participation is very important as we are all stakeholders involved in any decisions the Board is considering. He asked if the Board has thought about filing jointly with other municipalities for sole source designation from the current primary source designation that would help to bring some light to the shortage we are having. Mayor Egan stated the Village is working with its consultants and it has been a work in progress for many years. Mr. Higgins stated the idea of filing for a sole source application is sound and it will bring attention to this. The Village needs to start drumming up support for protecting our resources. He then stated both Trout Brook wells failed due to sediment encroachment. Mayor Egan clarified that no wells failed and the one that had the issue was Well #2 which is located by the shop, not on Trout Brook. The well was having preventive maintenance done to it and it needed to be shut down to do repairs that were determined. Mr. Higgins stated in April a letter of support went out for an application for critical environmental area but there was no information on it. He feels the citizens should be fully involved with any application to decide what is best to protect the aquifer to the north. Mayor Egan offered it sit down with Mr. Higgins with representatives from the Water Department to discuss the issue. Mr. Higgins then stated two years ago he sent the Board a water withdrawal report for 2018-2019 that showed a combined 1.2 million gallons of water withdrawn out of the village. Mayor Egan asked if Mr. Higgins was referring to the quarry and he stated he was. He then noted recently a 100' lift was proposed and he asked if any Board member was aware if it was

approved, believing it was only 50' that they were able to do but he was not sure. Mayor Egan stated the Village consultants have been corresponding with the NYSDEC regarding this issue and some deficiencies that were in their application. Mr. Higgins noted that entity recently advertised having a UCC Chapter 9 auction in late May.

Brandon Calore reminded all about First Responder Day on June 12 at the Reservoir.

VI. Board Member/Department Comment:

Mayor Egan congratulated former Woodbury resident Marty Reilly on being promoted to Chief of Police of the Town of Ramapo last night. Chief Reilly grew up in Woodbury and began his police career with the Town of Woodbury Police Department in January of 1985. He has known Marty personally for over 30 years, since he was a Patrol Sergeant, and Ramapo could not have selected a better police officer to lead their department. Regarding the water supply situation, it is much improved since the last meeting. All wells are functioning normally and the tanks are staying filled with the current outside watering restrictions. As a reminder, outdoor water use is only permitted between 7PM and 9PM. The Department is getting ready to pull another low performing well offline for a scheduled rehabilitation in a couple of weeks. The goal of these rehabilitations is to increase performance and get more water out of existing well supplies. He then noted we are also moving along nicely with the new well and we are waiting for some final components to arrive before continuing the project. The new well should be online by the end of the year. With the well rehabs and the new well the Village should have several hundred GPM added to our supply by the end of the year. For many years, the Village Board has planned new infrastructure, including roads, wells and sewer. The current well project has been in the works for quite a while, and we were able to accelerate this project by re-designating money formerly in an escrow account from the Woodbury Common. In cooperation with the General Manager Dave Mistretta, we were able to move \$250,000 from that escrow account to help pay for the new well. We also received \$736,701.50 on May 20 from the American Rescue Plan. This federal money will cover the balance of the current well project, and with the second equal payment next year on the same date, we will have the vast majority of the money needed for yet another well. This federal money will allow us to continue improving our water system without raising taxes.

Trustee Graziano stated he is looking forward to having in person meetings at Village Hall and he hopes with the release of restrictions that can be done soon. Mayor Egan stated he believes that may be possible for our next meeting. Trustee Graziano stated water infrastructure is protected for security reasons so some data cannot be made public to anyone. Regarding the status of our water supply – he noted we need more. The Village does not have the supply to meet needs and the Board understands the public does not want water restrictions. He stressed the Village does not own water and no one is stealing water from Woodbury – all water is owned by the State of New York. Since taking office the Board has begun a master plan study of the water system to tell us what we need to do to move forward with improvements. A hydrogeologist was hired to assess the health of the aquifer to tell us what we can or cannot do with the supply. Some of these things should have been done decades ago but it is being done now as quickly as possible. He wants to provide the Water Department with the tools they need to operate efficiently and responsibly. All the employees are doing a wonderful job with what they have. In the budget the Village created a rehabilitation program for wells and a few will be done each year so they remain in good shape. The Village is operating at the edge of our supply during peak times and it needs to take into account other things besides if there is water to water lawns, specifically fire protection. Some grants/funding have been received and we are trying to get more to keep costs low but what is being done is not cheap and water rates will need to be increased. Village

water rates are the lowest in the region and he feels they are too low, noting Trustee Gomez is currently paying \$2000/year for his water while Village water residents pay about \$40 a billing cycle. To cover the necessary maintenance/improvements, while also maintaining a good reserve, water rates will need to increase. He noted regulations are changing which causes increased costs for lab testing. This industry is getting more regulated and funds will be needed to remain in compliance. After the hydrogeologist report is completed the next step will be to conduct a rate study. He feels a building moratorium needs to be put into effect immediately for up to twelve months to help stabilize the water supply and he asked the Board to support him on this idea. He added the Village needs to leave the children with a water supply to be proud of in the future. The Planning Board has changed their process of how they do things and the Village Board needs to do the same. He also feels this will be a way to plan infrastructure for smart and sustainable growth. He asked all to bear with the Board, adding they are fully engaged and moving forward responsibly.

Trustee Gomez thanked all for attending the meeting this evening. He asked all to look after elderly neighbors without air condition during this extremely hot and humid days. He stressed that heatwaves and droughts can be very dangerous. He urged all to remain patient and held out wherever you can.

Trustee Burek thanked everyone for watching the meeting this evening. She provided an updated on the combined Land Preservation and Comprehensive Plan committees. They have dissected the Comprehensive Plan and used a ranking system to determine which areas of the plan should be tackled first. She felt it was no surprise that the adoption of an open space and natural resource plan was ranked as the first priority. She noted the plan of the Village Board, she hopes, is to use the draft open space and natural resource plan from 2008 (which was never adopted) as the starting point and to have it adopted as soon as possible. Doing so will enable the Board to finally begin making all of the environmental and conservation initiatives even more of a cornerstone of everything that it does going forward. One of the suggestions from the committee is to run an educational campaign highlighting what is learned so that the entirety of the Village's residents will know and understand what is trying to be accomplished. There are so many moving parts that the committee has an obligation and the responsibility to educate the residents. The thought is to release short pieces, either in video or written, raising awareness to certain areas of conservation and preservation. In light of the report provided by Trustee Graziano, she feels the work by this committee is that much more critical. She noted the Village's open space and its natural resources, such as aquifers, have become increasingly threatened due to development, amongst other factors, and as a result public awareness of the importance of open space and natural resource preservation needs to continue to increase. This protection plan is designed to establish and continue to secure critical masses of open space and protecting stream corridors, wetlands, water bodies, scenic vistas and other open spaces while determining how to protect the quality of life for the rest of the Village's residents. The draft plan was written thirteen years ago and she believes we cannot afford to put this off any longer. She believes that much of the reason we are in need of water today is because this effort was not given the attention and importance it deserved over the years.

Trustee Giacomazza thanked all for being at the meeting this evening. He noted June 20 is Father's Day and it will be 29th year that he will be celebrating it as a father. While preparing his speech for this evening he reflected on how his own father influenced his life. He noted a fathers love for his children is never ending and gave examples of what a good father is and does.

Superintendent Weyant thanked all that participated in and sponsored the annual Clean-Up Day.

Assistant Building Inspector Hand stated all are going to miss Gary Thomasberger when he retires next week. He has been invaluable to the community and he has passed on a lot of knowledge to him and the staff in the office. Mayor Egan also congratulated Gary for all of his years of service and thanked him for everything he has done for Woodbury.

VII. Adjournment:

With no further business to discuss or comments received, a motion was offered by Trustee Gomez, seconded by Trustee Giacomazza, to adjourn the meeting at 8:30PM.

ADOPTED AYES 5 Egan, Burek, Giacomazza, Gomez, Graziano
 NOES 0

Desiree Potvin, Village Clerk

Attorney/Client Session with Village Attorney

2021/2022 Fee Schedule
Adopted June 10, 2022

Zoning Board of Appeals:

Special Permit	\$200
Residential Area Variance	\$250
Residential Use Variance	\$300
Commercial Area Variance	\$500
Commercial Use Variance	\$750
ZBA Interpretation of Code	
Residential	\$250
Commercial	\$500
Review of Ruling by Code Enforcement Officer	\$250

In addition to the fees listed above all residential subdivisions consisting of three or more lots and all commercial applications require the posting of an escrow in the amount of \$2,500.00 prior to an appearance before the Zoning Board to cover the cost of all consulting fees for the application. If the escrow account falls below \$1,000.00 additional funds must be posted to continue the application process. Applicant is responsible for final payment of all consultant fees prior to final decision rendered by the Zoning Board of Appeals. Please contact the Building Department for more information.

Planning Board:

Special Permit, new and renewal	\$75
Site Plan	\$75
Subdivision	\$75

Subdivisions, minor and major, excluding planned unit development:

Minor	\$100
Major	
Sketch Plan Approval	\$25 per lot
Preliminary Approval	\$50 per lot
Final Approval	\$25 per lot

This sum shall be refunded by the Village if the Planning Board determines that such amount is not required.

Site Plan Approval:

Existing structures or additions to existing structures	\$100
New development, business or industrial structures	\$500
Mobile home court	\$75

per mobile home, per application and/or renewal of special permit

Site plan and subdivision inspection escrow fee:
not less than 4% nor greater than 6% of the amount of the value of construction, which amount is to be estimated by the Village Engineer, to help defray costs of observing the work to provide better assurance to the Village that it is in accordance with approved plans for the construction of roads, water systems, sewer systems and other utilities in the development

Building Department:

Municipal Search:	
Residential	\$200.00
Commercial	\$250.00
Blasting Permit	\$300.00
Fireworks Permit	\$400.00
Operating Permit	\$200.00
Amendment to Building Permit	\$250.00
Floodplain Letter	\$100.00
Bungalow Permit	\$25.00/unit
Extension of Building Permit	
Residential	\$15.00/month (minimum 3 months)
Commercial	\$25.00/month (minimum 3 months)
Fire Permit	\$150.00
Public Assembly Permit	\$100.00 + \$50/day
Donation Bin Permit	\$50.00
Block Party Permit	\$100.00
Wireless Communication Recertification	\$250
Building Permits:	
Residential	\$12.00 per thousand + \$50/CO
Commercial	\$15.00 per thousand + \$100/CO

Board of Trustees:

Towing Permit	\$1500 per year
Special Permit	\$75

In addition, pursuant to Chapter 65 of the Village Code entitled "Taxpayer Protection" Act, escrow accounts will be required to be posted to cover all consultant costs incurred for an application. Please contact the Village Clerk for more information.

Highway Department:

Road Opening Permit	\$250
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Water/Sewer Department:

Water Meter:	
5/8"	\$300
1"	\$450
1½"	\$800
2"	\$1100
Water Inspection	
Single Family Residence	\$300
Construction Uses	\$400
	<i>(not within shopping mall or business park)</i>
Sewer Inspection	
Single Family Residence	\$300
Construction Uses	\$400
	<i>(not within shopping mall or business park)</i>

Consolidated Sewer Area - Outside User Fee:

Equal to current tax rate is for existing users plus a 10% administration fee. The Village Clerk's office will invoice the property owner of the outside user parcel by June 1 of each year. If the amount is not paid by June 30, a 5% late fee will be added in July. If not paid by July 31, a 6% late fee will be added in August. If not paid by August 31, a 7% late fee will be added in September. If not paid by September 30, an 8% late fee will be added in October. Any payment not received by October 31 will be re-levied onto the Town/County tax bill.

For all other fees please see Chapter 143 of the Village Code. NOTE - the fees listed in this schedule supersede what is printed in the Village Code pursuant to Section 143-4 of the Village Code which states the following:

§143-4 Changing of fees

The Village Board, by resolution, may from time to time modify the fees imposed under § 143-3 of this Code, and the resolution shall be on file in the office of the Village Clerk and the Building Department.