

**VILLAGE OF PORT CHESTER  
BOARD OF TRUSTEES  
Meeting, Monday, December 16, 2013  
Regular Meeting: 7:00 P.M.  
VILLAGE JUSTICE COURTROOM  
350 North Main Street  
Port Chester, New York  
**AGENDA****

**TIME: 7:00 P.M.**

<b>I</b>	<b>AWARD PRESENTATION</b>	<b>ACTION</b>
	Gene Ceccarelli – Westchester County Senior Citizens Hall of Fame Honoree.	
<b>II</b>	<b>AFFIDAVIT OF PUBLICATION AND NOTICE OF PUBLICATION RE:</b>	<b>ACTION</b>
1	Public Hearing for Local Law change to Parking Regulations.	
2	Public Hearing to authorize petition to New York Public Service Commission to distribute public safety infrastructure costs across the water rate base in the Village of Port Chester. <u>Resolution</u>	
<b>III</b>	<b>PUBLIC COMMENTS</b>	<b>ACTION</b>
<b>IV</b>	<b>RESOLUTIONS</b>	<b>ACTION</b>
	<b>Administration</b>	
1	Adjustment to Clerk Department fees.	
<b>V</b>	<b>REPORT OF THE VILLAGE MANAGER</b>	<b>ACTION</b>
<b>VI</b>	<b>UPDATE FROM THE BUILDING INSPECTOR</b>	<b>ACTION</b>
<b>VII</b>	<b>CORRESPONDENCE</b>	<b>ACTION</b>
1	From Reliance Engine & Hose Co. No. 1 on the election of Michael Beadle to active membership.	
2	From Reliance Engine & Hose Co. No. 1 on the election of Paul John Romanchuk to active membership.	
<b>VIII</b>	<b>PUBLIC COMMENTS AND BOARD COMMENTS</b>	<b>ACTION</b>

# **AWARD PRESENTATION**

AFFIDAVIT OF PUBLICATION  
AND  
NOTICE OF PUBLICATION RE

A LOCAL LAW AMENDING CHAPTER 319  
 OF THE CODE OF THE VILLAGE OF PORT CHESTER, "VEHICLES AND TRAFFIC", TO CONFIRM THE HOURS  
 OF ENFORCEMENT FOR THE THREE-HOUR LIMIT PARKING METER ZONE AND IMPOSE NEW PARKING  
 REGULATIONS ON HORTON AVENUE AND MIDLAND AVENUE

SECTION 1: The Code of the Village of Port Chester, Schedule XII, Section 319-74, pursuant to the provisions of Section 319-20, "No Parking or Standing at any Time" is hereby amended as follows:

Name of Street	Side	Location
...		
Horton Avenue	South	From Locust Avenue east for a distance of 22 feet
Horton Avenue	North	From Locust Avenue east for a distance of 66 feet
Horton Avenue	North	Beginning 195 feet east of Locust Avenue and continuing east for a distance of 55 feet
Midland Avenue	West	From a point 625 feet south of Slater Street and continuing north for a distance of 45 feet
Midland Avenue	East	From Grace Church Street South for a distance of 300 feet.

SECTION 2: The Code of the Village of Port Chester, Schedule XV, Section 319-76, pursuant to Section 319-22, "Parking Prohibited Certain Times" is hereby amended as follows:

Name of Street	Side	Time	Location
...			
Midland Avenue	East	Wednesdays and Fridays 8:30 a.m. to 11:30 a.m.	Slater Street to Rye [Town] <u>City</u> line
Midland Avenue	West	Tuesdays and Thursdays 8:30 a.m. to 11:30 a.m.	Slater Street to Rye [Town] <u>City</u> line

SECTION 3: The Code of the Village of Port Chester, Schedule XVI, Section 319-77, "Limited Time Parking" is hereby amended as follows:

Name of Street	Side	Time	Location
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...

Midland Avenue	Both	[2]3 hrs	From Grace Church Street to Rye City line
----------------	------	----------	--

...

SECTION 4: The Code of the Village of Port Chester, Section 319-81, Schedule XX, "Loading Zones" is hereby amended as follows:

Name of Street	Side	Location
...		
Midland Avenue	East	From a point measured at the Northeast curbline of Leonard Street to the west curbline of Midland Avenue extending in a southerly direction for 49 feet

...

SECTION 5: The Code of the Village of Port Chester, Section 319-87, Schedule XXVI, "Parking Meter Zones" is hereby amended as follows:

A. Three-Hour Limit. Parking meter zones are hereby established pursuant to Section 319-33A on the following streets for the parking of vehicles for not more than three hours. No vehicle shall be parked on Monday through Saturday, both inclusive, between the hours of 9:00 a.m. and 9:00 p.m. for more than three hours, except Sundays and holidays, at a rate set forth in Chapter 175, Fees.

Name of Street	Side	Location
...		
Horton Avenue	[South] Both	From Locust Avenue to North Main Street

...

G. Three-Hour Limit. Parking meter zones are hereby established pursuant to Section 319-33A on the following streets for the parking of vehicles for not more than three hours. No vehicle shall be parked on Monday through Saturday, both inclusive, between the hours of 9:00 a.m. and 6:00 p.m. for more than three hours, except Sundays and holidays, at a rate set forth in Chapter 175, Fees.

Name of Street	Side	Location
Midland Avenue	Both	From Rye City border to Slater Street

SECTION 6: This local law shall take effect immediately on filing with the Secretary of State.

## S T A T E   O F   N E W   Y O R K

4086--A

2013-2014 Regular Sessions

I N   A S S E M B L Y

January 30, 2013

Introduced by M. of A. PAULIN, OTIS, ABINANTI -- read once and referred to the Committee on Corporations, Authorities and Commissions -- reported and referred to the Committee on Ways and Means -- committee discharged, bill amended, ordered reprinted as amended and recommitted to said committee

AN ACT in relation to authorizing the public service commission, upon application by a municipality, to order costs for infrastructure maintenance and access to be charged to all customer classes located in such municipality

THE PEOPLE OF THE STATE OF NEW YORK, REPRESENTED IN SENATE AND ASSEMBLY, DO ENACT AS FOLLOWS:

1     Section 1. 1. Notwithstanding any law to the contrary, a municipality  
 2     may apply to the public service commission to have any costs for infras-  
 3     tructure maintenance and access it is charged by a water-works corpo-  
 4     ration to instead be charged to all customers across all customer class-  
 5     es located in the municipality provided the municipality has held a  
 6     public hearing with notice on the matter and has adopted a resolution  
 7     and determined by a majority vote of the total voting strength of its  
 8     governing body that it is in the overall public interest to have such  
 9     costs charged to all customers across all customer classes. Any savings  
 10    achieved as a result of this action shall be applied to the property tax  
 11    levy of the municipality which has adopted such a resolution in an  
 12    amount equal to such savings in the following fiscal year. Within 120  
 13    days after receiving an application pursuant to this act, the public  
 14    service commission is empowered and directed to issue an order requiring  
 15    that costs for infrastructure maintenance and access be included in the  
 16    rates charged to all customer classes and apportioned among all custom-  
 17    ers located in the municipality and that such municipality shall not be  
 18    charged separately or additionally for costs for infrastructure mainte-  
 19    nance and access. The public service commission shall have the power to  
 20    request any information that it may deem necessary from the water-works

EXPLANATION--Matter in ITALICS (underscored) is new; matter in brackets  
 [ ] is old law to be omitted.

LBD05066-03-3

A. 4086--A

2

1     corporation or municipality so that it may issue an order as required by  
 2     this section and may require that such information or application be in  
 3     the form and manner as the commission may request.

4     2. Definitions. For purposes of this act:

5     a. "costs for infrastructure maintenance and access" means all costs  
 6     associated with maintenance and operation of infrastructure and equip-  
 7     ment used in connection with the sale, furnishing, transmission and  
 8     distribution of water for domestic, commercial, public and emergency

9 purposes and shall also mean costs or charges associated with municipal  
10 access to infrastructure or equipment.

11 b. "municipality" shall mean a city, town or village located in the  
12 county of Westchester.

13 c. "water-works corporation" shall have the same meaning as that term  
14 is defined in section 2 of the public service law.

15 S 2. This act shall take effect immediately.



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Bill No.:  
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**A04086 Summary:**

BILL NO      A04086A

SAME AS      SAME AS [S05278-A](#)

SPONSOR      Paulin (MS)

COSPNSR      Otis, Abinanti

MLTSPNSR

Authorizes the public service commission, upon application by a municipality, to order costs for infrastructure maintenance and access to be charged to all customer classes located in such municipality; provides that all costs allocated to the infrastructure maintenance and access function of a water-works corporation including equipment used in connection with the sale, furnishing, transmission and distribution of water for domestic, commercial, public and emergency purposes are eligible to be apportioned to customers in a municipality.

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**A04086 Actions:**

BILL NO      A04086A

01/30/2013 referred to corporations, authorities and commissions

06/04/2013 reported referred to ways and means

06/04/2013 amend and recommit to ways and means

06/04/2013 print number 4086a

06/11/2013 reported referred to rules

06/12/2013 reported

06/12/2013 rules report cal.214

06/12/2013 ordered to third reading rules cal.214

06/17/2013 passed assembly

06/17/2013 delivered to senate

06/17/2013 REFERRED TO RULES

06/20/2013 SUBSTITUTED FOR S5278A

06/20/2013 3RD READING CAL.1533

06/20/2013 PASSED SENATE

06/20/2013 RETURNED TO ASSEMBLY

10/11/2013 delivered to governor

10/23/2013 signed chap.433

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**A04086 Votes:**

BILL: A04086A DATE: 06/17/2013 MOTION:      YEA/NAY: 129/10

Abbate	Y	Colton	Y	Garbari	Y	Kearns	Y	Millman	Y	Rivera	Y	Stevens	AB
Abinant	Y	Cook	Y	Gibson	Y	Kellner	Y	Montesa	Y	Roberts	Y	Stirpe	Y
Arroyo	Y	Corwin	Y	Giglio	Y	Kim	Y	Morelle	Y	Robinso	ER	Sweeney	Y
Aubry	Y	Crespo	Y	Gjonaj	ER	Kolb	Y	Mosley	Y	Rodrigu	Y	Tedisco	Y
Barclay	Y	Crouch	Y	Glick	Y	Lalor	NO	Moya	Y	Rosa	Y	Tenney	NO

Barrett	Y	Curran	Y	Goldfed	Y	Lavine	Y	Nojay	NO	Rosenth	Y	Thiele	Y
Barron	Y	Cusick	Y	Goodell	Y	Lentol	Y	Nolan	Y	Rozic	Y	Titone	Y
Benedet	Y	Cymbrow	Y	Gottfri	Y	Lifton	Y	Oaks	Y	Russell	Y	Titus	Y
Blanken	Y	DenDekk	Y	Graf	Y	Lopez	Y	O'Donne	Y	Ryan	Y	Walter	Y
Borelli	NO	Dinowit	Y	Gunther	Y	Lupardo	Y	Ortiz	Y	Saladin	ER	Weinste	Y
Boyland	ER	DiPietr	NO	Hawley	NO	Lupinac	Y	Otis	Y	Santaba	Y	Weisenb	Y
Braunst	Y	Duprey	Y	Heastie	Y	Magee	Y	Palmesa	Y	Scarbor	Y	Weprin	ER
Brennan	Y	Englebr	Y	Henness	Y	Magnare	Y	Paulin	Y	Schimel	Y	Wright	Y
Brindis	Y	Espinal	Y	Hevesi	Y	Maisel	Y	Peoples	Y	Schimmi	Y	Zebrows	Y
Bronson	Y	Fahy	Y	Hikind	ER	Malliot	NO	Perry	Y	Sepulve	Y	Mr Spkr	Y
Brook-K	Y	Farrell	Y	Hooper	Y	Markey	Y	Pretlow	Y	Simanow	Y		
Buchwal	Y	Finch	Y	Jacobs	Y	Mayer	Y	Quart	Y	Simotas	Y		
Butler	Y	Fitzpat	NO	Jaffee	Y	McDonal	Y	Ra	Y	Skartad	Y		
Cahill	Y	Friend	NO	Johns	Y	McDonou	Y	Rabbitt	Y	Skoufis	Y		
Camara	Y	Gabrysz	Y	Jordan	ER	McKevit	Y	Raia	Y	Solages	Y		
Ceretto	Y	Galef	Y	Katz	NO	McLaugh	Y	Ramos	Y	Stec	Y		
Clark	Y	Gantt	Y	Kavanag	Y	Miller	Y	Reilich	Y	Steck	Y		

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#### A04086 Memo:

BILL NUMBER:A4086A

**TITLE OF BILL:** An act in relation to authorizing the public service commission, upon application by a municipality, to order costs for infrastructure maintenance and access to be charged to all customer classes located in such municipality

**PURPOSE OR GENERAL IDEA OF THE BILL:** To reduce property taxes by having all water rate payers pay for the costs associated with fire hydrant infrastructure maintenance and access charged to a municipality by a private water company.

**SUMMARY OF SPECIFIC PROVISIONS:** Section 1 authorizes a municipality, upon an affirmative resolution of the municipality, to apply to the public service commission to have the costs associated with infrastructure, maintenance and access it is charged by a private water works corporation to be charged to all customers across all customer classes. Any savings achieved as a result shall be applied to the property tax levy of the municipality in an amount equal to such savings in the following fiscal year. This section also includes definitions.

Section 2 provides for an immediate effective date.

**JUSTIFICATION:** Municipalities that buy water from a private water works corporation have a separate line item in their budgets to pay for fire hydrant infrastructure maintenance and access. The burden of this cost is borne by municipal tax payers and not all water rate payers. This is not the case in municipalities which own their own water systems. Upon investigation, it is evident that many municipal water systems charge all rate payers, not just taxpayers, for all costs associated with water distribution, including hydrant costs. This legislation aims to remedy this inequity and apply the savings to reduce property taxes.

The City of New Rochelle is a municipality that buys water from a private water works corporation. In 2012, the Citizen's Panel on Sustainable Budgets ("Panel"), a group of community members, was tasked with examining the City's budget and proposing solutions to address its fiscal challenges. The Panel submitted its final report in September of 2012. One of its recommendations is to relieve property taxpayers of hydrant maintenance costs. This legislation was introduced in response to this recommendation.

**FISCAL IMPLICATIONS:** None.

**EFFECTIVE DATE:** Immediately.

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AUTHORIZING PETITION TO NEW YORK PUBLIC SERVICE COMMISSION TO  
DISTRIBUTE PUBLIC SAFETY INFRASTRUCTURE COSTS ACROSS THE WATER  
RATE BASE IN THE VILLAGE OF PORT CHESTER

WHEREAS, Chapter 433 of the Laws of 2013 provides that a municipality as defined therein may apply to the State Public Service Commission to have any for infrastructure maintenance and access it is charged by a water-works corporation to instead be charged to all customers across all customer classes located in the municipality provided the municipality has held a public hearing with notice on the matter and has adopted a resolution and determined by a majority vote of the total voting strength of its governing body that it is in the overall public interest to have such costs charged to all customers across all customer classes, and

WHEREAS, the Village of Port Chester has duly held a public hearing with notice on the matter.

Now, therefore, be it

RESOLVED, public hearing, that the Village of Port Chester determines that it is in the overall public interest to have such costs charged to all customers across all customer classes; and be it

RESOLVED, that the Village Manager with the assistance of the Village Attorney shall make application to the Public Service Commission by transmittal of this Resolution and any other necessary papers requesting that the costs for infrastructure maintenance and access be included in the rates charged to all customer classes and apportioned among all customers located in the Village of Port Chester.

APPROVED AS TO FORM:

\_\_\_\_\_  
Anthony M. Cerreto, Village Attorney

ROLL CALL

AYES:

NOES:

ABSENT:

Date:

# **PUBLIC COMMENTS**

# RESOLUTIONS



VILLAGE OF  
**PORT CHESTER**

222 Grace Church Street, Port Chester, New York 10573

**AGENDA MEMO**

**Office of the Village Manager**

Village BOT Meeting Date: 12/16/13

Item Type: Resolution

Description	Yes	No	Description	Yes	No
Fiscal Impact	X		Public Hearing Required		X
			BID #		X
			<b>Strategic Plan Priority Area</b> Business & Economic Development		
Agreement		X	<b>Manager Priorities</b>		
Strategic Plan Related	X		N/A		

**Sponsor's Name:** Christopher D. Steers, Village Manager

**ADJUSTMENT TO LICENSE AND PERMIT FEES ISSUED BY THE VILLAGE CLERK**

**Summary**

**Background:**

Fees for licenses and permits issued by the Village Clerk are established in Chapter 175, Fees, which may be adjusted by resolution of the Board of Trustees. The Village Manager provided the Board of Trustees his Tentative Budget for FY 2013-2014 which outlined the fee changes proposed herein.

**Proposed Action**

That the Board of Trustees adopt the Resolution

**Attachments**

NONE

**ADJUSTMENT TO LICENSE AND PERMIT FEES ISSUED BY THE VILLAGE CLERK**

On motion of TRUSTEE \_\_\_\_\_, seconded by TRUSTEE \_\_\_\_\_

\_\_\_\_\_, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, fees for licenses and permits issued by the Village Clerk are established in Chapter 175, Fees, which may be adjusted by resolution of the Board of Trustees: and

WHEREAS, the Village Manager provided the Board of Trustees his Tentative Budget for FY 2013-2014 which outlined the fee changes proposed herein, and

WHEREAS, the projected revenue from such adjustment was incorporated into the adopted Budget. Now, therefore, be it

RESOLVED, that Chapter 175 Fees, is hereby amended to read as follows:

<b>Fee Type</b>	<b>Section</b>	<b>Fee</b>
<b>Hawking and Peddling</b>	195	
Resident	195-6	\$435.00 (\$350.00)
Non-resident		\$560.00 (\$450.00)
Badge Fee	195-7	\$6.00 (\$5.00)
<b>Laundromats</b>	204	
License	204-5	\$280.00 (\$225.00)
<b>Lodging/Rooming house</b>	211	
Per Building	211-5	\$285.00 (\$200.00)
Per Room if >4		\$28.00 (\$20.00)
<b>Parking Meter Covers</b>	319-34B	
Single/ Day		\$6.50 (\$5.00)
Double/Day		\$13.00 (\$10.00)
<b>Roll-Off Box (Dumpster)</b>	283-21	
Initial Permit		\$5.50 (\$5.00)
Per Day		\$22.00 (\$20.00)
<b>Taxicab</b>	295	

License (Car)	295-17	\$435.00 (\$350.00)
Replacement/transfer car to car		\$250.00 (\$200.00)
License transfer owner to owner		\$435.00 (\$350.00)
Co. Dispatching License	295-20	\$495.00 (\$400.00)
<b>Fee Type</b>	<b>Section</b>	<b>Fee</b>
<b>Alarm Devices</b>	126	
3 <sup>rd</sup> false alarm	126-13	\$50.00 (\$55.00)
All false alarms >3		\$100.00 (\$110.00)
Appeal to Alarm Review Board	126-16B	\$50.00 (\$55.00)
<b>Amusement Devices</b>	133	
Each machine	133-10	\$85.00 (\$50.00)
<b>Billiards</b>	143	
One or Two tables only	143-6	\$750 (\$450.00)
<b>Dance Halls and Cabarets Annual License</b>	165	
Occupancy 26-74	165-4A	\$800.00 (\$750.00)
Occupancy 75-299		\$960.00 (\$900.00)
Occupancy 300-599		\$1,280.00 (\$1,200.00)
Occupancy 600 +		\$1,600.00 (\$1,500.00)
<b>Restaurant Ancillary Entertainment License</b>	250	
Restaurant Ancillary	250-4A	\$530.00 (\$500.00)
Restaurant Ancillary/Occasional		\$160.00 (\$150.00)
<b>Restaurant</b>	254	
Restaurant Ancillary with Alcohol service	254-4	\$800.00 (\$750.00)
<b>Catering and Events Annual License</b>	155	
Occupancy 1-74	155-4A	\$530.00 (\$500.00)
Occupancy 75-299		\$640.00 (\$600.00)
Occupancy 300-599		\$750.00 (\$700.00)
Occupancy 600 +		\$850.00 (\$800.00)
<b>Adult Entertainment</b>	122	
Adult Entertainment Business Annual License		
Occupancy 1-74	122-4A	\$800.00 (\$800.00)
Occupancy 75-299		\$960.00 (\$960.00)
Occupancy 300-599		\$1,280.00 (\$1,280.00)

Occupancy 600 +

\$1,600.00 (\$1,500.00)

<b>Fee Type</b>	<b>Section</b>	<b>Fee</b>
<b>Theaters</b>	298	
Motion Picture house annual License	298-2	\$270.00 (\$250.00)
Theatrical House Annual License		\$530.00 (\$500.00)
<b>Film Permits</b>	176	
Private Property	174-4	\$630.00 (\$500.00)
+ Per Day		\$125.00 (\$100.00)
Public Property	176-11	\$950.00 (\$750.00)
+ Per Day		\$125.00 (\$100.00)
<b>Curb Cut Permits</b>	283-28B	
Permit		\$65.00 (\$60.00)

REPORT  
OF  
THE VILLAGE MANAGER



# Village of Port Chester

## Office of the Village Manager

### MEMORANDUM

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TO: Mayor and the Board of Trustees

FROM: Christopher D. Steers, Village Manager

DATE: December 16<sup>th</sup>, 2013

RE: Updates

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#### ACTIONS:

1. **VPCIDA:** as you are aware staff, members of the Board and members of the IDA have been meeting with the School Board discussing the need for a comprehensive “tipping/ enrollment study”. A draft RFP for such a study has been prepared for discussion purposes.

Again, the crux of the issue is very simple; with or without the inception of additional projects that potentially realize additional dwelling units (thereby realizing additional school children), student enrollment within our school district is projected to significantly increase. Based on current trends study projections on student population enumerate the potential of over 500 additional students migrating through the school system through 2016. Also, in the 2011 County Build Out Analysis of our Village the then projected build out capacity enumerated the potential for over 3,000 additional dwelling units that could potentially add 1,600 additional students into the already strained school system.

It is imperative that a proactive approach to the situation is implemented with the desired end result being the creation of a defensible formula/mitigation charge per student that would be mandatory for any residential development within the overlay zones; which would be committed to upfront by the developer. Further, when the mitigation fee is established it will in all likelihood

be able to be applied in all zoning districts. The fee itself would go directly towards mitigating the cost of additional class rooms and perhaps administration as well.

Towards that end, members of the School Board Liaison Committee attended a follow up meeting with School Board representatives on Thursday December 12<sup>th</sup>. The meeting was to address and clarify the School Board's apparently intransigent position on participating in the above referenced study. The end result of the conversation lead to a middle ground with the possible simple incorporation of the following language: "with the cooperation of the Port Chester School District". The Liaison Committee members will take the compromise recommendation to their full Board.

I must note that even if there is final agreement on the language and the formal RFP process it is clear that we must pay close attention to the surrounding issues regarding school children and school capacity due to the fact that some current perceptions are seemingly unrealistic in many ways. The status quo has been go to the tax payers and float a bond, yet however there appears to be a glaring lack of foresight on what the bond should be primarily used for as well as either a lack of understanding on the real needs of the system, or an illogical focus on "illegal" enrollment that preliminary investigation shows does not exist at any significant level. That combination of focus and political posturing will invariably render ill-conceived solutions to a very significant issue. The bottom line is that the study will help us all better understand some of the issues and give us the data needed for the problem solving that desperately needs to happen.

2. **National Development Council:** Mr. Cucchiara has begun working on the Municipal Center.

## **PROJECTS:**

1. **Town of Rye Move:** Again the Mayor and staff have been meeting with officials from the Town of Rye relating the relocation of all Town operations to Village Hall.
2. **Street Paving Program:** Street paving has been completed. Street patching is underway.
3. **350 North Main Street:** The proposed capital improvements to the building continue to move forward.

- Façade improvements: Again the brick probing has been completed. Bid specs pending architectural / engineering review and drafting.
- Emergency repairs due to closure of Cell Blocks: completed.
- The Evidence room build out is now being staged. Demolition to progress within the next few weeks; pending architectural / engineering review / design, and evidence inventory and temporary relocation of same.

4. **NIXLE 360:** NIXLE is in use.

5. **Pay Station / Meters:** Phase is underway: 46 Pay stations to be installed: 2 AC powered and the remaining 44 are solar powered. New Parking Meters began being installed this morning. Our contractor believes that they will be all installed by next Friday. This will give us a week or so for testing over the holiday. They should be live on the first of the New Year as promised. Remaining foreseen obstacles include the undergrounding of power in two locations. Those locations are marked and our electrician has a plan for the work. DPW is installing grounding rods on the Solar Machines. Costs are being monitored and contained.

## **PRIORITIES**

1. **Sewer Rent:** PSC approval seems to be on track. Pending same by end of December. In the interim staff has been meeting with United Water to finalize the terms of the agreement and stage implementation of the project. BOT workshop on same to be held on Tuesday December 17<sup>th</sup>.
2. **Bulkhead:** Staff has put together the additional documentation for DEC including photos, and maps. Village Engineer to forward same, thereafter we would await their site visit.

CC: Senior / Executive Staff  
 Maryanne Veltri, Office Assistant  
 File

UPDATE FROM THE BUILDING INSPECTOR

# CORRESPONDENCE

**PUBLIC COMMENTS  
AND  
BOARD COMMENTS**