

**Waterbury Village Board of Trustees Meeting
Main Street Fire Station
October 14, 2015**

Attendees: P. Howard Flanders, Village President; Lawrence Sayah, Natalie Sherman, Trustees; William Shepeluk, Municipal Manager; Ryan Morrison, Zoning Administrator; Chad Ummel, Recreation Director; Anne Imhoff, ORCA Media; and Denise McCarty, Board Secretary.

Public: Everett Coffey, Jessica Wright, Zoe Gordon.

Opening and Call to Order

P. Howard Flanders called the meeting to order at 7:00 pm.

Consider any modification to the agenda

The Trustees added C. Ummel to the agenda to discuss requesting a permit for building a shed at the dog park.

Public

Anne Imhoff discussed concerns about traffic yielding in the rotary and people not traveling in the rotary correctly. She asked if police could monitor the traffic pattern.

Consider Jessica Wright On-Street Parking Request on North Main Street

Jessica Wright is interested in putting in a bakery at 22 North Main Street. Currently, there is room for 2 parking spaces. She is proposing to convert some of the lawn to two additional parking spaces. These spaces would be used for employee parking. Patron parking would be off street parking at 22 North Main Street. Her proposal to the Board of Trustees is two on street patron parking spaces on 22 North Main Street to accommodate six seats in the bakery. Ryan Morrison discussed the zoning requirements for this project and confirmed it met the requirements. The Development Review Board will review her application on November 4th at 7 pm but she currently meets the zoning requirements of an eating establishment. Public attendees had concerns regarding the traffic flow on Winooski Street if the bakery was approved. **L. Sayah made a motion to approve two on street parking spaces on 22 North Main Street to accommodate 6 seats for the proposed bakery. The motion was seconded by N. Sherman and passed unanimously.**

Consider Possible Lease of 51 South Main Street For Use as Parking and Potential Dates for Public Meeting

The Board of Trustees and Zoe Gordon discussed the possible lease of 51 South Main Street for use as a parking lot. **N. Sherman made a motion to authorize Dan Johnson, the Municipal Manager, P. Howard Flanders and the Village of Waterbury attorney to develop the terms and conditions of a lease for 51 South Main Street. The lease would be reviewed at a later time. The motion was seconded by L. Sayah and passed unanimously.**

Update on Boundary Survey of 51 South Main Street and Cost to Elevate the Structure

The Municipal Manager reviewed the map with P. Howard Flanders. No action was taken at this time.

Update on Results of Parking and Traffic Enforcement Shifts by Police Department to Date

The Municipal Manager does not have results at this time.

Update on Appeal of Hubacz Personnel Decision

The Municipal Manager stated that Adam Hubacz's attorney filed a Rule 75 appeal within the time requirements. The Municipal Manager was served with the papers on September 29th. The Municipal Manager contacted the attorney and the insurance company.

N. Howell Sherman made a motion to authorize the Municipal Manager to sign the Reservation of Rights as discussed in the letter of October 9th. The motion was seconded by L. Sayah and passed unanimously.

Update on Open House at Wastewater Treatment Facility for Completion of Phosphorus Removal Improvements

The Municipal Manager stated that he would like to have an open house at the Wastewater Treatment Facility. He would like to invite the engineering firm that designed it, the DEC Commissioner, David Mears (former Commissioner of DEC), the Secretary of State, the press for an open house some time in November. An open house to the public would occur sometime in the spring.

Discussion on Possible Changes to Animal Control Ordinance

Chad Ummel reviewed the proposed changes to the Animal Control Ordinance. The proposed changes include a revision to the definition of Recreation Playing Fields, to mean fields maintained for the playing of organized sports during *its season of use*.

Also proposed were revisions to Section 5:

It shall be a violation of this ordinance for any guardian of a domestic pet to permit said pet to be off leash in a public park, unless said park is designated as a dog park or unless said pet is demonstrably under owner control and when no other persons are in the immediate vicinity, approximately a radius of no less than 50 yards; and all domestic pets are banned from town cemeteries, recreational playing fields during their season of use, community gardens, tennis courts, skate/bike parks and within the use zone of playgrounds. It shall be a violation of this ordinance for a guardian of a domestic pet to allow said pet entry to these areas.

No action was taken at this time.

Request Permit to Build a Shed at the Dog Park and Other Recreation Activities

Chad Ummel stated that the volunteers of the dog park would like to erect a shed to store park equipment such as tools and landscaping equipment and benches when not in season. The size would be 12' x 12'. **L. Sayah made a motion to authorize the Municipal Manager to sign the permit application for the shed. The motion was seconded by N. Sherman and passed unanimously.**

Chad Ummel stated that the River of Light Parade will occur on Saturday, December 5th at 5 pm. This year's theme is dogs. There would be two starting points this year for this parade. The first starting point would be at Thatcher Brook Primary School and would merge with the second group of walkers that will start at Rusty Parker. The two groups of walkers will merge at Stowe and Main Streets and walk to Dac Rowe. There will be approximately 1,000 walkers. **N. Howell Sherman made a motion to approve the new double route for the River of Light Parade. The motion was seconded by L. Sayah and passed unanimously.**

Chad Ummel stated that a 501(c)(3) non-profit organization was formed called FORWARD to help with the dog park fundraising. Now, it is generally going to help raise funds for Waterbury recreation programs. The Municipal Manager asked that this new group share their future goals with the appropriate board. The next goal of FORWARD is placement of bike racks in the Village. C. Ummel will return to the Board of Trustees once more details are available.

Minutes of Previous Meetings

N. Sherman made a motion to approve the September 23rd meeting minutes as amended to reflect the police contract pay increase as 2.1 percent, and the September 28th meeting minutes with the Planning Commission. The motion was seconded by L. Sayah and passed unanimously.

Upcoming Meetings

Employee Appreciation Event on October 15th at 8 am.

Board of Trustees Meeting on October 28 at 4:30 pm - possibly cancelled.

Board of Trustees Meeting on November 11th at 7:00 pm.

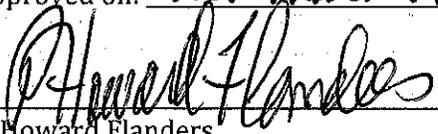
Adjourn

L. Sayah made a motion adjourn the meeting at 9:02 pm. The motion was seconded by N. Sherman and passed unanimously.

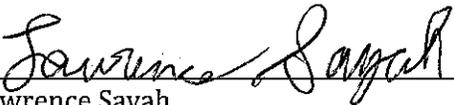
Respectfully submitted,

Denise McCarty, Board Secretary

Approved on: November 11, 2015



P. Howard Flanders



Lawrence Sayah



Natalie Sherman