

Board of Trustees
Village of Black River, New York



Agenda

Regular Meeting

February 1, 2021

- Call to order.
- Pledge of Allegiance.
- Approval of minutes of the 1/4/21 regular meeting.
- Public Comment.
- Code Enforcement Report & review of related correspondence.
- Superintendent's Report.
- Clerk-Treasurer's Report.
- Police Department Report.

Correspondence Received:

- | | |
|---------------------|--------------------------------------|
| A) Attorney Russell | Re: Contractor issue |
| B) NYCOM | Re: Joint ZBA & Planning Board info. |
| C) NYCOM | Re: State executive budget |
| D) Stuart Maron | Re: Cell tower proposal |
| E) James Holland | Re: Permit applications |

Correspondence Sent:

New Business:

- A) Public Hearing Police Reform Plan
- B) Appoint Deputy Mayor
- C) Discuss Rutland water

Unfinished Business:

- Reports from Standing Committees.
- Reports from Special Meetings.
- Authorize payment of bills; adjournment.

Mayor Dishaw called the meeting to order and lead the Pledge of Allegiance at 6:00 p.m.

Present:

Mayor Francis Dishaw
Trustee Gary McCullough
Trustee Bonnie Proven
Trustee Randy Lake
Superintendent Les Williams
Clerk-Treasurer Kristin Williams
Police Chief Steve Wood
Code Enforcement Officer James Holland

A motion was made by Trustee Proven, seconded by Trustee McCullough to approve the minutes of the December 7, 2020 meeting. The motion was carried.

Code Enforcement Report: CEO Holland stated that 40 permits have been issued for the year and that he has not received plans for the Hennessey project. He stated that he would like to create separate permit applications with the requirements and the fees for the ones that have a flat fee such as pools and fences. The board agreed that it was a good idea. CEO Holland stated that a house on Stafford Dr. was having a roof put on, he stopped and told the contractor to get a permit, the contractor completed the work without obtaining a permit. He was wondering how to proceed with enforcement. It was decided that Clerk-Treasurer Williams contact the Village Attorney for guidance.

Superintendent's Report: New bulbs were put in the UV system, 49 meters were not working as of the last reading, they are currently looking for water leaks as they are pumping about 20-50 thousand gallons a day more than usual. He stated that NY Rural Water has cancelled their in-person training for May and that there will be an online option available. Superintendent Williams stated that he and Trustee Lake had met with John from Beam Mack to discuss the specs for a new plow. He stated that he would like to send reminder letters to absentee landlords regarding the snow removal on their sidewalks as nobody is in the home to see the notice that would normally be posted on the door. Superintendent Williams stated that 150 feet of sidewalk on Ambrose Dr. is owned by the village and is not being maintained by the adjacent property owners. He stated that the tractor is kept at the municipal building for the downtown sidewalks and it would be a long drive to take the tractor there.

A motion was made by Trustee Lake, seconded by Trustee McCullough to adopt the following resolution:

Resolved, that the village have a contract with Lee's Lawn Care to clear the sidewalks on Ambrose Drive for \$20 per time. The motion was put to a vote as follows:

Mayor Dishaw	Yes
Trustee Lake	Yes
Trustee McCullough	Yes
Trustee Proven	Yes

The motion was carried and the resolution duly adopted.

Police Department Report: Police Chief Wood stated that there had been 73 responses to the police survey and that most were favorable. He stated that the next step is to hold a public hearing on the draft police reform plan.

A motion was made by Trustee McCullough, seconded by Trustee Proven to adopt the following resolution:

Resolved, that there be a public hearing on Monday, February 1, 2021 at 6:00 p.m. for the purpose of hearing comment on the police reform plan. The motion was put to a vote as follows:

Mayor Dishaw	Yes
Trustee Lake	Yes
Trustee McCullough	Yes
Trustee Proven	Yes

The motion was carried and the resolution duly adopted.

Clerk-Treasurer's Report: Clerk-Treasurer Williams stated that Deputy Clerk-Treasurer Tarra Benson has been working for the village for a year now. She stated that training has been slower than she had hoped due to COVID but that she intends to start teaching more now.

Correspondence received: The board reviewed a letter regarding county sales tax and water sampling requirements.

New Business: A motion was made by Trustee Lake, seconded by Trustee Proven to adopt the following resolution:

Resolved, that the water/sewer adjustments totaling \$845.07 (see attached) be approved. The motion was put to a vote as follows:

Mayor Dishaw	Yes
Trustee Lake	Yes
Trustee McCullough	Yes
Trustee Proven	Yes

The motion was carried and the resolution duly adopted.

Mayor Dishaw read a letter from a resident regarding sidewalks. It was decided that something be put on the website asking people to help out their neighbors with sidewalk clearing.

Trustee McCullough stated that he, Trustee Lake and Superintendent Williams met with Mike Alteri from Bernier, Carr to discuss improvements to the water system as well as working with a hydrogeologist to research a new well site. The board discussed budgeting for some initial costs and then bonding once the full scope of the project is determined.

A motion was made by Trustee Proven, seconded by Trustee McCullough to adopt the following resolution:

Resolved, that the following abstract of audited vouchers be approved: interim abstract dated 12/18/20 in the amount of \$9,226.13 (General Fund: \$9,226.13) interim abstract dated 12/31/20 in the amount of \$220.00 (Water Fund: \$220.00) and regular monthly abstract dated 1/4/21 in the amount of \$7,646.90 (General Fund: \$6,515.26 Water Fund: \$1,131.64). The motion was put to a vote as follows:

Mayor Dishaw	Yes
Trustee Lake	Yes
Trustee McCullough	Yes
Trustee Proven	Yes

The motion was carried and the resolution duly adopted.

A motion was made by Trustee McCullough, seconded by Trustee Lake to enter into executive session at 7:29 p.m. to discuss the employment history of a particular person. The motion was carried. The board exited executive session at 7:45 p.m.

A motion was made by Trustee McCullough, seconded by Trustee Proven to hire Hunter Covey as a part time public works laborer at minimum wage. The motion was carried.

Superintendent Williams discussed the purchase of a Mack plow truck with a sander. He stated that the truck purchase will be \$197,000 and the sander will be \$16,211. Clerk-Treasurer Williams stated that payment can be discussed at budget time as delivery will be a year out.

A motion was made by Trustee Lake, seconded by Trustee Proven to adopt the following resolution:

Resolved, that the village move forward with the ordering of a Mack plow truck with sander. The motion was put to a vote as follows:

Mayor Dishaw	Yes
Trustee Lake	Yes
Trustee McCullough	Yes

Village Board
January 4, 2021
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Trustee Proven Yes

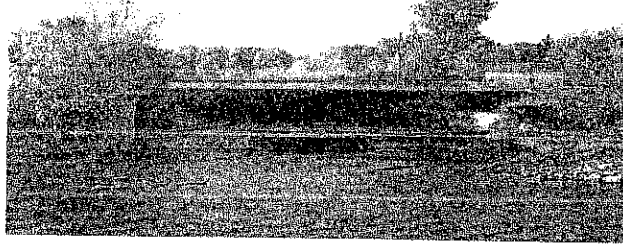
The motion was carried and the resolution duly adopted.

A motion was made by Mayor Dishaw, seconded by Trustee Lake to adjourn the meeting at 8:10 p.m. The motion was carried.

Respectfully submitted,

Kristin Williams
Clerk-Treasurer

**Department of Code Enforcement
Village of Black River, New York**



January 25, 2021

William E. Mustare
David C. Mustare
162 Howe St.
Black River, NY 13612

Re: Construction of a Garage without a permit
Tax Map ID #: 75.56-1-3.2

Dear Mr. Mustare,

This letter is in reference to the construction of a garage without obtaining a permit. A permit must be obtained prior to the construction of any building 144 square feet or larger, the building shown in the attached photos appears to be greater than 144 square feet and was constructed without obtaining a building permit.

This is a violation of Chapter 85 of the Village of Black River Code and you are hereby ordered to take corrective action immediately upon receipt of this letter. You must submit a permit application, all required building plans, and proofs of insurance to the Village Department of Code Enforcement. You must also pay all required permit fees and penalties. You must also submit to all required on-site inspections, including but not limited to framing, foundation, roofing, electrical, and insulation. If the code enforcement officer is unable to verify that the building was constructed according to Village and New York State Code, you will be required to obtain proof through methods approved by the Code Enforcement Officer.

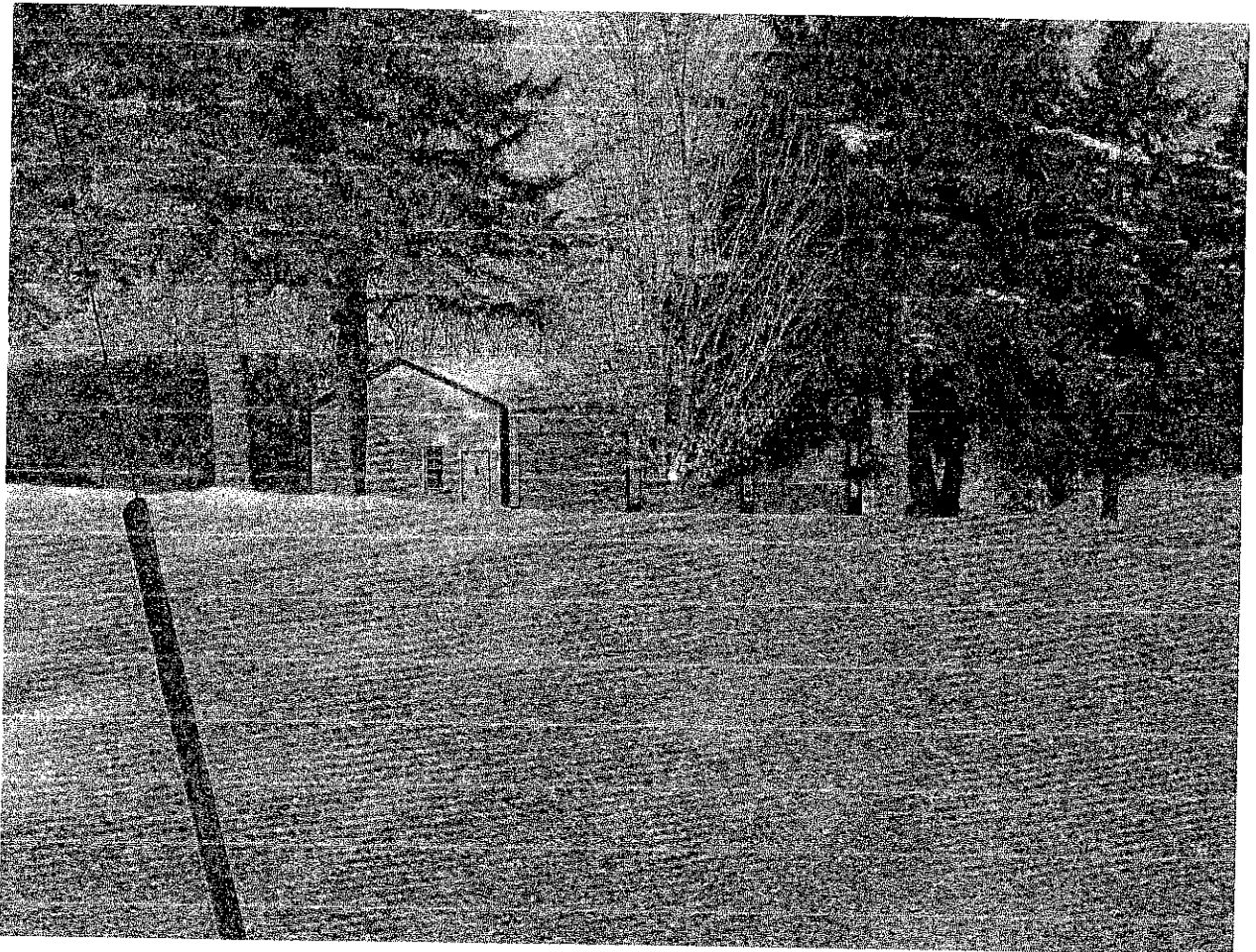
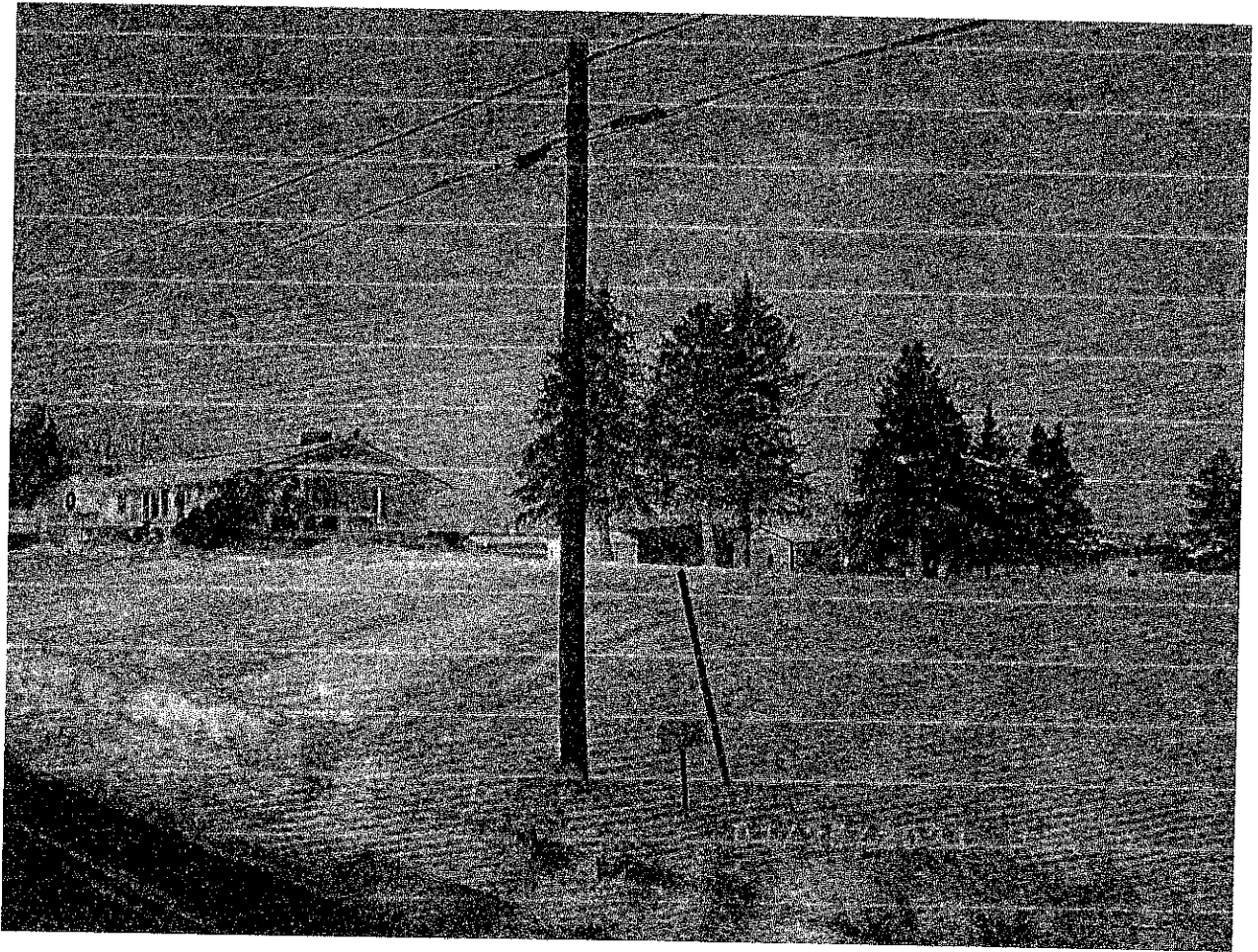
If this issue is not resolved prior to March 1, 2021, the Code Enforcement Officer will issue an appearance ticket for the Town of Leray court. The court may issue fines up to \$250 per day during which such violation continues.

If you should have any questions or concerns regarding this matter, please feel free to contact me at the Village Office.

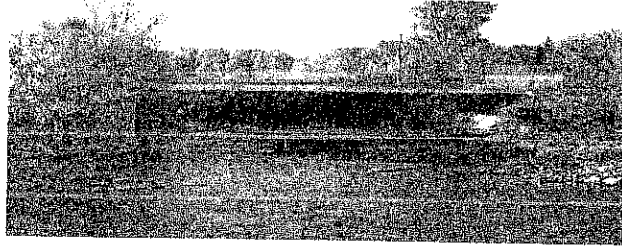
Sincerely,

James Holland
Code Enforcement Officer

Attach: Photos of Garage
CC: Mayor and Village Board of Trustees



**Department of Code Enforcement
Village of Black River, New York**



January 25, 2021

Michael E. Lanese
2243 Yeager Dr.
Clarksville, TN 37040

Re: Re-Roofing without a permit
Tax Map ID #: 14.00-3-29

Dear Mr. Lanese,

This letter is in reference to the re-roofing of a house without obtaining a permit. A permit must be obtained prior to the any work beginning.

This is a violation of Chapter 85 of the Village of Black River Code and you are hereby ordered to take corrective action immediately upon receipt of this letter. You must submit a permit application, all required building plans, and proofs of insurance to the Village Department of Code Enforcement. You must also pay all required permit fees and penalties. You must also submit to all required on-site inspections. If the code enforcement officer is unable to verify that the roof was replaced according to Village and New York State Code, you will be required to obtain proof through methods approved by the Code Enforcement Officer.

If this issue is not resolved prior to March 1, 2021, the Code Enforcement Officer will issue an appearance ticket for the Town of Rutland Court. The court may issue fines up to \$250 per day during which such violation continues.

If you should have any questions or concerns regarding this matter, please feel free to contact me at the Village Office.

Sincerely,

James Holland
Code Enforcement Officer

CC: Mayor and Village Board of Trustees

Kristin Williams

From: Collette, Diane E. <dcollette@barclaydamon.com>
Sent: 5 January, 2021 1:34 PM
To: clerktreasurer@blackriverny.org
Subject: FW: Question [IWOV-Active.FID2581111]

Please see Mr. Russell's response below.

Diane E. Collette

Paralegal



120 Washington Street • Suite 500 • Watertown, NY 13601
D: (315) 413-7126 • F: (315) 703-7391 • E: DCollette@barclaydamon.com

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From: Russell, Joseph W. <JRussell@barclaydamon.com>
Sent: Tuesday, January 5, 2021 1:32 PM
To: Collette, Diane E. <DCollette@barclaydamon.com>
Subject: RE: Question [IWOV-Active.FID2581111]

It is the homeowner's responsibility to comply with the Village Code, and to ensure that his contractor gets the proper permits.

From: Collette, Diane E. <DCollette@barclaydamon.com>
Sent: Tuesday, January 5, 2021 12:47 PM
To: Russell, Joseph W. <JRussell@barclaydamon.com>
Subject: FW: Question [IWOV-Active.FID2581111]

Please see below

Diane E. Collette - Paralegal
📍 Watertown 📞 (315) 413-7126

From: Kristin Williams <clerktreasurer@blackriverny.org>
Sent: Tuesday, January 5, 2021 12:43 PM
To: Collette, Diane E. <DCollette@barclaydamon.com>
Subject: Question

Hi Diane,

The village has had an issue with a contractor doing work in the village without getting a permit. He has had stop work orders issued and had our police chief speak with him once. We have the ability to fine the homeowner for not obtaining a permit but the board is wondering if there is any way to deal with the contractor directly?

Thank you and Happy New Year!

Kristin Williams
Clerk-Treasurer
Village of Black River
315-773-5721

Kristin Williams

From: Kristin Williams <clerktreasurer@blackriverny.org>
Sent: 13 January, 2021 2:48 PM
To: dishaw_frank@hotmail.com
Subject: FW: Joint zoning/planning board
Attachments: Village of McGraw.docx; AG Opinion 93-3.rtf; For the Record - NYCOM Bulletin Article - Fall School Follow-Up 2013.pdf; Honeoye Falls Adoption of Combined ZBA & Planning Board.pdf

Here is the email from NYCOM

From: Wade Beltramo <wade@nycom.org>
Sent: 12 January, 2021 1:34 PM
To: Kristin Williams <clerktreasurer@blackriverny.org>
Subject: Re: Joint zoning/planning board

Kristin,

Local governments may absolutely combine planning boards and ZBAs. See the attached article I wrote on this subject several years ago. In addition, there is an AG opinion that discusses one individual serving on both boards. However, instead of having the same individual serve on both boards, I recommend giving all the authority to the ZBA.

I've also attached a couple of samples of villages combining the ZBA and planning board. Before you use any of the language contained therein, I strongly encourage you to discuss this issue with your village attorney.

I hope that this is helpful. If you have any questions or would like to discuss this matter further, do not hesitate to drop me an email or give me a call.

Wade Beltramo
General Counsel
New York Conference of Mayors
119 Washington Ave., 2nd Floor
Albany, N.Y. 12210
518-463-1185
518-463-1190 (Fax)
wade@nycom.org

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On Tue, Jan 12, 2021 at 1:27 PM Kristin Williams <clerktreasurer@blackriverny.org> wrote:

Good afternoon,

Our mayor has asked me to inquire about combining our zoning and planning board. Is that allowable and if so what are the benefits or downfalls?

Thank you.

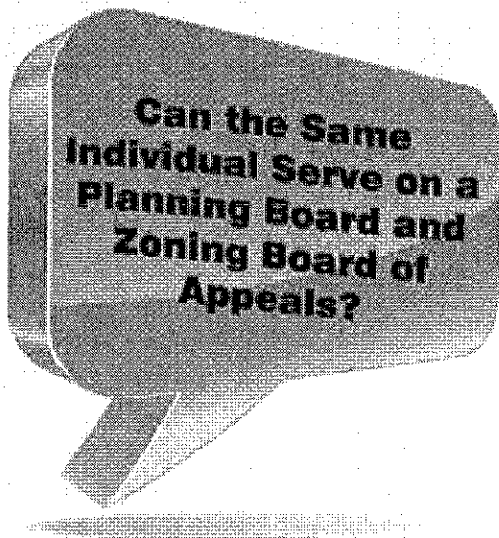
Kristin Williams
Clerk-Treasurer
Village of Black River
315-773-5721

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Can the Same Individual Serve on a Planning Board and Zoning Board of Appeals?

If a city or village has adopted zoning, New York State Law requires the city or village to have a zoning board of appeals (ZBA)¹ for the purpose of "hearing and deciding appeals from and reviewing any order, requirement, decision, interpretation, or determination made by the administrative official charged with the enforcement of any [zoning] local law."²

In addition, cities and villages *may* create planning boards to handle other land use matters such as site plan and subdivisions approvals and special use permits. Cities and villages are not required to create planning boards, however, even if they establish procedures for approving site plans and subdivisions and issuing special use permits.³

Ironically, while local governments with zoning *must* have a ZBA, ZBAs are called in to service relatively infrequently compared to planning boards that are charged with approving site plans, subdivisions, and special use permits. As a result, it is not uncommon for a municipality to find its planning board busy handling numerous applications, while its ZBA is rarely called on to hear appeals or variance requests. In addition to dealing with this unbalanced workload between ZBAs and planning boards, many local governments struggle to find qualified individuals who are willing to serve as either a member of the ZBA or planning board.

One solution city and village officials seek for these problems is to appoint

the same individuals to serve on both the planning board and the ZBA. New York State Law is silent as to whether this is allowed. The Office of the Attorney General has opined, however, that "where local zoning regulations give the zoning board of appeals authority to review decisions made by the planning board, one person should not simultaneously hold the positions of planning board member and zoning board of appeals member."⁴ The basis for this conclusion by the Office of the Attorney General is the legal principle known as the prohibition against dual-office holding, also referred to as incompatibility of office.

Incompatibility of office is different from conflict of interest, although the terms are often incorrectly interchanged. The principle of compatibility of office prohibits an individual from holding certain municipal offices simultaneously. It is a court-made rule of law based upon public policy concerns and provides that offices and positions of employment are incompatible when either (a) they are constitutionally or statutorily prohibited, (b) one position is subordinate to the other, or (c) there is an inherent inconsistency between the two offices. The prohibition against dual-office holding can be stated as follows, "Incompatibility . . .

is an inconsistency in the functions of the two offices, as where one is subordinate to the other, or where a contrariety and antagonism would result in the attempt by one person to discharge faithfully and impartially the duties of both."⁵

While the Office of the Attorney General has cautioned against the same individual serving as a member of a municipality's ZBA and planning board if the ZBA reviews planning board determinations, no New York State Law actually provides for the ZBA to review planning board determinations. To the contrary, determinations regarding site plan, subdivision, and special use permit applications are all, per state statute, subject to Article 78 review.⁶ Consequently, so long as a city or village does not establish such an appellate process, the same individual may serve on both a ZBA and planning board.

Instead of appointing the same individual to serve on a ZBA and planning board, another tack local officials can take to address this problem is to abolish the planning board and designate the ZBA as the entity having jurisdiction to approve site plans, subdivisions, special use permits, and any other land use approvals required by the municipality. State law actually expressly au-

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thorizes cities and villages to designate a public body other than a planning board to approve site plan and special use permits.⁷ While the relevant sections of State Law dealing with subdivision approval do not include the same express authorizing language, cities and village may, pursuant to Municipal Home Rule Law § (1)(ii)(c)(1) and General City Law § 19(1), and Municipal Home Rule Law § (1)(ii)(e)(3) respectively, authorize ZBAs to undertake subdivision approval. Moreover, in granting ZBAs' appellate jurisdiction over zoning matters, General City Law § 81-a(4) and Village Law § 7-712-a(4) expressly state that a city or village may, by local law, provide ZBAs with other duties, responsibilities, and powers.

Consequently, local officials who are faced with the challenge of finding enough qualified individuals to serve on the ZBA or planning board may wish to consider appointing the same individual to serve on both boards or abolishing the planning board and transferring its responsibilities to the ZBA. Of course, local officials should consider

all of the ramifications of such actions, including whether the ZBA would be overwhelmed with applications for site plan, subdivision, and special use permit approvals in addition to zoning appeals and variance requests.

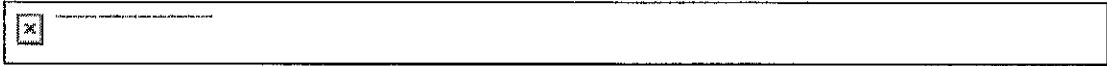


Individuals going door-to-door within a community can be a major source of concern, giving rise to complaints from residents who are worried about potential criminal activity; obnoxious, rude, or pushy solicitors or peddlers; and people ringing their door bells late at night. Unfortunately, regulating door-to-door peddling, soliciting, canvassing, and advocacy to address these concerns is not easy. The First Amendment provides substantial protections to individuals going door-to-door to communicate their social, political, or religious ideas and positions.

The first step in effectively addressing the potential negative effects of unwanted door-to-door activity is understanding that door-to-door activity falls into two general categories: commercial and non-commercial speech.

Individuals engaging in non-commercial door-to-door activity are shrouded in the highest level of First Amendment protection. Whether they are evangelizing their religious faith or advocating for their political or social cause, such activities are strongly protected by the First Amendment, and any regulations of non-commercial speech will be closely scrutinized by the courts. Local governments may impose **reasonable** time restrictions on non-commercial door-to-door activity. For example, ordinances that prohibit door-to-door activity after 9:00 p.m. have been upheld.

From: NYCOM <barbara@nycom.org>
Sent: 20 January, 2021 4:56 PM
To: clerktreasurer@blackriverny.org
Subject: NYCOM Advocacy Update - January 20, 2021



January 20, 2021

New York State's 2021-22 Executive Budget Released

Yesterday, the Governor and State Budget Director Robert Mujica released the details of the 2021-22 Executive Budget proposal for the fiscal year beginning April 1, 2021. NYCOM will be sending you a comprehensive analysis of the Budget's impact on cities and villages, but in the meantime we wanted to highlight some of the proposals of greatest importance to our members.

First, there is some good news with respect to the current State fiscal year. Based on improved State revenues, and the availability of additional Coronavirus Relief and federal Medicaid funds, the State will be releasing all but 5% of the 20% in local aid that has been withheld between June and December 2020. These amounts will be reconciled and repaid to you between now and March 31, 2021. It is our understanding that this includes AIM, CHIPS and other local aid allocations that may have been withheld. (Please note for villages that currently receive AIM-related payments from county sales tax, those payments were not subject to the 20% withholding.) NYCOM will continue to advocate for full remittance of these withheld funds and we encourage you to do the same.

With respect to 2021-22 State Budget, the Governor has requested \$15 billion in COVID relief aid from the Federal government. Since there is no way of knowing what New York State ultimately stands to receive under a new COVID relief package, the Governor's Executive Budget proposal assumes \$6 billion in additional federal aid (\$3 billion allocated to 2021-22 and \$3 billion to 2022-23) which the Division of the Budget believes is at the lower end of possible outcomes. This \$6 billion assumption drives reductions in nearly every category of the budget, including AIM funding, but to the extent the Federal Government delivers more than the \$6 billion that is assumed, the proposed spending reductions and tax increases would be reversed or modified.

Consequently, the following Executive Budget proposals are based upon the lower assumption of \$6 billion in additional federal relief.

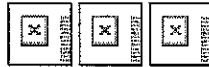
- AIM funding for cities would be cut by a total \$34.6 million with reductions for every city of either 2.5%, 10%, 15% or 20% based on AIM reliance (calculated as a percentage of the city's 2019 general fund budget) – the greater the reliance the lower the percentage reduction. In addition, the 51 villages that still receive their AIM payments from the State would now

receive AIM-related payments (similar to the other 479 villages) which would be paid out of county sales tax revenue. Furthermore, the Executive Budget would reduce all village AIM-related payment amounts by 20% across-the-board.

- An additional \$500 million would be provided for drinking water and wastewater infrastructure as well as water quality protection. This would raise the total clean water investment to \$4 billion since the Clean Water Infrastructure Act was created in 2017-18. NYCOM will continue to lobby for a dedicated portion of this funding to go directly to cities and villages with municipal water systems.
- CHIPS funding would be maintained at \$438 million but the additional \$65 million in Extreme Winter Recovery funding is not included in the Executive Budget (which has been the case for the last several years). The Budget also includes \$100 million each for both the PAVE-NY and BRIDGE-NY programs.
- The Executive Budget would legalize adult use cannabis for those 21 years of age and older. County governments and cities with a population over 100,000 would have the authority to opt out which would allow them to prohibit any establishment or operation involving the cultivation, processing, distribution and sale of adult-use cannabis within their jurisdiction. The proposed law also expressly preserves the authority for any municipality to regulate the time, place, and manner of licensed adult-use cannabis retail dispensaries within their boundaries. In addition to a wholesale THC-based tax and cannabis retail surcharge (the revenues from which would go to the State), the sale of adult use cannabis product would be subject to State and local sales and use taxes.
- The interest rate on court judgments or accrued claims would be changed from a 9% fixed rate to a market rate used by the federal court system. This would not only generate savings but encourage timely court proceedings.
- The Executive Budget would extend, until July 31, 2023, the authorization for local governments to piggyback on certain competitively bid contracts from other state or local governments, as well as the federal government.
- VLT Aid for all recipients would be eliminated, except the City of Yonkers would receive a 5% reduction.
- The Executive Budget includes \$100 million for a sixth Downtown Revitalization competition where 10 communities would each receive \$10 million.
- All counties and the five cities who currently have additional sales tax rate authorizations beyond the 3% base rate (Mount Vernon, New Rochelle, Oswego, White Plains, Yonkers) would be given permanent authority to impose a 1% additional rate (for a total of 4%) or their currently authorized additional rate, whichever is higher. This would eliminate the requirement that they seek state legislation to renew such authority every two years.
- The Executive Budget would require that all vacation rentals be subject to the same sales tax as traditional hotels, motels and bed and breakfast

establishments, and vacation rental marketplace providers would be required to collect such sales tax.

If you have any questions or concerns, feel free to contact Barbara Van Epps, NYCOM Deputy Executive Director, at 518-463-1185 or Barbara@nycom.org. Please keep in mind that these proposals will be discussed at [NYCOM's Virtual Winter Legislative Meeting](#) on February 11.

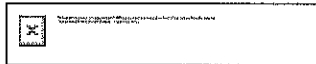


NYCOM | 119 Washington Ave, Albany, NY 12210

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Kristin Williams

From: Stuart Maron <Stuart.Maron@towerpoint.com>
Sent: 21 January, 2021 1:40 PM
To: clerktreasurer@blackriverny.org
Subject: Village Of Black River NY :: Rough Preliminary Site Valuation

Dear Kristen Williams:

Great chatting with you today. I mocked up a very rough preliminary valuation. It is predicated on our initial conversation. I'd love an opportunity to learn more about the specifics to tighten up these numbers. I'll contact you soon to discuss and finalize the proposal before presenting it to the council. Let me know if anything looks glaringly incorrect. This will naturally effect the payout. Have a great day!

Tenant(s)	Current Rent	Rent Payment Frequency	Escalation (CPI, % or \$)	Escalation Frequency
CCI	\$17,000.00	Annually	15%	Term
Verizon / T-Mobile	\$250.00	Monthly	\$0,0	Annual

Based on the assumptions above, TowerPoint would propose the following terms to purchase your wireless lease(s).

Purchase Price	Term	Structure
\$291,667	99 Year	Easement

Please feel free to reach out to me with any questions or comments that you may have about this offer or the selling process.

Best Regards,

Our Firm: Our Firm: TowerPoint is a telecommunications infrastructure and real estate investment company operating throughout North America. We are the industry's longest standing cell tower lease acquisition company and we continue to be a leading provider of capital and liquidity to cell tower site owners across the United States.

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Department of Code Enforcement Village of Black River, New York Building Permit Application

Effective 03/01/2021 - This form replaces all other forms

The Village may take up to 30 days to review and issue permits.

Permit must be issued prior to starting any work.

Property Owner	
Name	
Street Address	
City ST ZIP Code	
Home Phone	
Cell Phone	
E-Mail Address	

Design Professional Information	
Name	
Company Name	
License Number (if applicable)	
Street Address	
City ST ZIP Code	
Work Phone	
Cell Phone	
E-Mail Address	

Contractor Information	Do You Employ Workers
	<input type="checkbox"/> Yes <input type="checkbox"/> No
Name	
Company Name	
Street Address	
City ST ZIP Code	
Work Phone	
Cell Phone	
E-Mail Address	

SUBMIT WITH APPLICATION (VILLAGE OF BLACK RIVER NAMED AS ADDITIONAL INSURED)
 _____ **CERTIFICATE OF LIABILITY INSURANCE (Accord Form #25)**
 _____ **CERTIFICATE OF WORKERS' COMPENSATION (Form U-26.3 or C-105.2 (Not an Accord Form)**
 or **CE-200 Exemption Form)**

Department of Code Enforcement Village of Black River, New York Building Permit Application

Type of Building Project Planned

Check all that apply

<input type="checkbox"/> New Residential Construction	<input type="checkbox"/> Building Relocation	<input type="checkbox"/> Plumbing <input type="checkbox"/> New <input type="checkbox"/> Repair
<input type="checkbox"/> New Commercial Construction	<input type="checkbox"/> Shed / Garage	<input type="checkbox"/> Well <input type="checkbox"/> New <input type="checkbox"/> Replacement
<input type="checkbox"/> Residential Addition	<input type="checkbox"/> Deck	<input type="checkbox"/> Septic <input type="checkbox"/> New <input type="checkbox"/> Repair
<input type="checkbox"/> Commercial Addition	<input type="checkbox"/> Electrical Work	<input type="checkbox"/> Sign <input type="checkbox"/> New <input type="checkbox"/> Replacement
<input type="checkbox"/> Change in Occupancy	<input type="checkbox"/> Wood Stove / Fireplace	<input type="checkbox"/> Heating, Ventilation and Cooling Sign <input type="checkbox"/> New <input type="checkbox"/> Replacement
<input type="checkbox"/> Demolition		

Project Description

Describe the project for which you are planning

Estimated Construction Cost \$ _____

ALL APPLICATIONS MUST INCLUDE PLAN DRAWINGS. PROJECTS WITH A CONSTRUCTION COST GREATER THAN \$30,000 MUST INCLUDE PLANS DESIGNED BY A NYS LISCENSED DESIGN PROFESSIONAL.

Project Specifics - Check All that Apply

Utility Information		
Water Supply <input type="checkbox"/> Public <input type="checkbox"/> Private	Sewer <input type="checkbox"/> Public <input type="checkbox"/> Private	Water Meter <input type="checkbox"/> Yes <input type="checkbox"/> No

Construction Information		
Number of Stories _____	Number of Bedrooms _____	Accessory Building Square Ft _____
Total Square Footage _____	Number of Bathrooms _____	Deck Square Feet _____
Building Height (feet) _____	Finished Basement Yes No	
Site Build <input type="checkbox"/> Yes <input type="checkbox"/> No		
Garage <input type="checkbox"/> Yes <input type="checkbox"/> No		
Attached <input type="checkbox"/> Yes <input type="checkbox"/> No		

**Department of Code Enforcement
Village of Black River, New York
Building Permit Application**

Energy Source						
Fuel	Natural Gas	Liquid Petroleum	Oil	Electric	Solid	Solar / Passive
Space Heating	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Water Heating	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

Site Information	
Tax Number	Width of Driveway (Residential)
Lot Dimensions	Percent of Lot covered by Structure
Front Set Back (feet)	Percent of Lot covered by parking area
Rear Set Back (feet)	Will One Acre of Soil be Disturbed? <input type="checkbox"/> Yes <input type="checkbox"/> No
Side 1 Set Back (feet)	Survey Attached <input type="checkbox"/> Yes <input type="checkbox"/> No
Side 2 Set Back (feet)	
Corner Lot? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Applicant Attestation

I understand that submittal of a building permit application is not an authorization to proceed with the proposed project and the application is correct to the best of my knowledge. I also understand that pending the review of the application and submittals, modifications may be required to the construction documents in order to comply with New York State Building Codes and Village of Black River Zoning and Planning requirements.

Owner Signature (Required)

Date

**Applicant Signature
(Required if Different than Owner)**

Date

OFFICIAL USE ONLY

**MAKE CHECKS PAYABLE TO:
"Village of Black River"**

PERMIT NO.: _____

DATE: _____

FEE: _____

**Department of Code Enforcement
Village of Black River, New York
Roofing Permit Application**

Permit Fee: \$34.50

Effective 03/01/2021 - This form replaces all other forms

The Village may take up to 30 days to review and issue permits.

Permit must be issued prior to starting any work.

Property Owner	
Name	
Street Address	
City ST ZIP Code	
Home Phone	
Cell Phone	
E-Mail Address	

Contractor Information	Do You Employ Workers	Yes	No
Name			
Company Name			
Street Address			
City ST ZIP Code			
Work Phone			
Cell Phone			
E-Mail Address			

SUBMIT WITH APPLICATION (VILLAGE OF BLACK RIVER NAMED AS ADDITIONAL INSURED)

- CERTIFICATE OF LIABILITY INSURANCE (Accord Form#25)
 CERTIFICATE OF WORKERS' COMPENSATION (Form U-26.3 or C-105.2 (Not an Accord Form) or CE-200 Exemption Form)

Description/Fees: (Note all materials must be installed in accordance with the Code & Manufacturers installation instructions)

Roofing: Total tear off Total tear off & Re-sheathing Partial tear off Overlay only

Roofing Materials:

- Asphalt shingles Tile Metal Shingles Slate
 Wood shingles Wood shakes Built up Other _____

Weight (in lbs. per square foot): _____ Wind Rating (where applicable) _____

Squares (Area in 100 sq. ft.): _____

Roof pitch (flat*, 1/12, 5/12): _____ *Roofs must have a minimum slope of ¼ inch per foot.

Deck material (if applicable): _____

**Department of Code Enforcement
Village of Black River, New York
Roofing Permit Application**

Project Description

Describe the project for which you are planning

Estimated Construction Cost \$ _____

Applicant Attestation

I understand that submittal of a building permit application is not an authorization to proceed with the proposed project and the application is correct to the best of my knowledge. I also understand that pending the review of the application and submittals, modifications may be required to the construction documents in order to comply with New York State Building Codes and Village of Black River Zoning and Planning requirements.

Owner Signature (Required)

Date

**Applicant Signature
(Required if Different than Owner)**

Date

OFFICIAL USE ONLY

PERMIT NO.: _____

DATE: _____

FEE: _____

**MAKE CHECKS PAYABLE TO:
"Village of Black River"**