



**WORK SESSION AGENDA
AUGUST 3, 2020**

MAYOR'S REPORT

CODE ENFORCEMENT – JOE BONCORE

FIRE DEPARTMENT – CHIEF DAHLGREN

VILLAGE ADMINISTRATOR COZZA

- A) Facebook Page
- B) TAP Sidewalks

DEPUTY MAYOR TALLMAN

- A) ARC
- B) Planning

TRUSTEE GAUGHAN

- A) Beautification
- B) Recreation
- C) Hamburg Holidays Events

TRUSTEE HACKATHORN

- A) Justice
- B) Historic Preservation
- C) Economic Development

TRUSTEE DIPASQUALE

- A) Environmental Conservation

VILLAGE ATTORNEY MURPHY

POLICE CHIEF MICHAEL MELISZ

PUBLIC WORKS SUPERINTENDENT

- A) Updates

RECREATION SUPERVISOR HAEICK

VILLAGE OF HAMBURG

Vision: *The Most Desirable Community in Western New York Where Quality of Life, Affordability and Innovation is the Norm.*

Mission: *Village Representatives and Employees that care for the Community by efficiently providing services while preparing for the future.*

GUIDELINES FOR PUBLIC EXPRESSION: (HAMBURG VILLAGE BOARD POLICY ESTABLISHED 4/19/99)

1) The public shall be allowed to speak only during the Public Expression periods of the meeting or at such other times as a majority of the Board shall allow. 2) Speakers must give their name, address and organization, if any. 3) Speakers must be recognized by the presiding officer. 4) Speakers must limit remarks to three (3) minutes per person and a maximum of twelve (12) minutes regarding each subject matter. 5) Speakers may not yield any remaining time they may have to another speaker. 6) All remarks shall be addressed to the Board as a body and not to any member thereof. 7) Speakers shall observe the commonly accepted rules of courtesy, decorum, dignity and good taste. Unacceptable behavior will not be tolerated and might result in removal from the building. 8) Interested parties or their representatives may address the Board by written communication.

MEETING AGENDA AUGUST 3, 2020

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVE THE MINUTES OF THE REGULAR MEETING OF JULY 20, 2020.
4. CHARACTER COUNCIL OF HAMBURG, INC.: The virtue for August is Optimism. Optimism is embracing a mindset of positivity and hopefulness that a situation will result favorably.
5. PUBLIC EXPRESSION – See signup sheet
6. CORRESPONDENCE
 - A) Randy Jaegers, Jr. and Melissa Jaegers, 50 Kenton Place re: Request to house 3 dogs at 50 Kenton Place
All Correspondence is received, reviewed and on file in the Clerk-Treasurer's Office
7. TRUSTEE MOTIONS
8. STAFF REPORTS
9. FURTHER PUBLIC EXPRESSION: Relating only to matters discussed during the meeting
10. MAYOR'S REPORT
11. CLOSE MEETING – Announcement of future meetings

Special COVID-19 Meeting Message:

The Regular Meeting of the Board of Trustees will be held at Hamburg Village Hall, 100 Main Street beginning at 7:00 p.m. The Work Session will begin at 5:30 p.m. at Village Hall. Face coverings are required and adequate social distancing will be maintained.

**MOTIONS
REGULAR MEETING**

1. **MOTION** by Trustee DiPasquale, seconded by Trustee _____, to approve the minutes of the Regular Meeting of the Board of Trustees held on Monday, July 20, 2020.

AYES:

NAYS:

2. **MOTION** by Trustee DiPasquale, seconded by Trustee _____, to transfer of \$61,830 from the premium received on the 2020 BAN borrowing from Oppenheimer & Co. to the Debt Service Reserve as follows:

\$21,624.67 from H12 Water System Rehab. Capital project

\$40,205.33 from H52 Sunset Drive Reconstruction Project

AYES:

NAYS:

3. **MOTION** by Trustee DiPasquale, seconded by Trustee _____, to hold a public hearing on Tuesday, September 8, 2020 at 7:00 p.m. regarding a Local Law to amend the Code of the Village of Hamburg, Chapter 54 thereof, *Residency Requirements*, Section §54-9B to clarify the Board of Trustee's options when considering a waiver.

AYES:

NAYS:

4. **MOTION** by Trustee Gaughan, seconded by Trustee _____, that Jacie Gavin, having been appointed to the position of Provisional Recreation Leader effective pending the Erie County Department of Personnel issuing an exam for the position and establishing an eligible list, and Ms. Gavin having passed Civil Service Exam #67-682 *Recreation Leader*, and Erie County having placed her on the certified list of eligible candidates for appointment, the Board of Trustees hereby appoints Jacie Gavin to the permanent Civil Service position of Recreation Leader, effective August 4, 2020, with a probationary period of six (6) months.

AYES:

NAYS:

5. **MOTION** by Trustee Gaughan, seconded by Trustee _____, to approve a contract amendment to the School Resource Officer agreement between the Village of Hamburg and the Hamburg School District. This amendment stops the automatic renewal of the current agreement and is needed by the school district at this time due to the uncertainties surrounding the school year.

AYES:

NAYS:

6. **MOTION** by Trustee Gaughan, seconded by Trustee _____, to approve the application of Randy Jaegers, Jr. and Melissa Jaegers to house three dogs at their residence located at 50 Kenton Place, Hamburg in accordance with section 109-7 of the Hamburg Village Code.

AYES:

NAYS:

**MOTIONS
REGULAR MEETING**

7. **MOTION** by Trustee Hackathorn, seconded by Trustee _____, to appoint Janice Hood as Chairperson of the Election Inspectors; Margaret Holmes, Elaine Hilderbrandt and Roberta Evans as Election Inspectors; Bonita Meyer and Claudia Schreiber as Alternate Election Inspectors for the rescheduled Village Election to be held on Tuesday, September 15, 2020.

AYES:

NAYS:

8. **MOTION** by Trustee Hackathorn, seconded by Trustee _____, that Raymond Zabron is hereby appointed from the position of Mechanic II to the position of Mechanic I in the Department of Public Works, effective July 25, 2020, for a probationary period of six (6) months from the date of appointment. The hourly rate for this position is \$32.55.

AYES:

NAYS:

9. **MOTION** by Deputy Mayor Tallman, seconded by Trustee _____, to recommend the Village Board approve the Application for Certificate of Compliance for building design standards submitted by Don Heppner, *SUBWAY*, 349 Buffalo Street for a green and white, channel letter wall sign on the north façade. Applicant was advised that internally lit signs are not compliant with the Village Code and he needs to submit a final compliant lighting choice for the file. A non-illuminated sign was also proposed for the south façade, facing the parking area, but the location was deemed non-compliant by the building department. If the applicant wishes to propose a sign in another location, he will have to return to the ARC for review. Said application having been reviewed by the Architectural Review Committee (ARC) at their meeting of July 21, 2020, and the Architectural Review Committee having made a recommendation to this Board that said application be approved, and this Board having reviewed said application, the Board of Trustees hereby **APPROVES**: the Application for Certificate of Compliance for building design standards submitted by Don Heppner, *SUBWAY*, 349 Buffalo Street for a wall sign on the north façade as recommended by the Architectural Review Committee.

AYES:

NAYS:

10. **MOTION** by Deputy Mayor Tallman, seconded by Trustee _____, to recommend the Village Board approve the Application for Certificate of Compliance for building design standards submitted by Alexa White, *Barbette's Barbershop*, 229 Lake Street, for a 2' x 8' wall sign, white letters on a black background, white window clings for the large front window and door, and a 26" barber pole mounted on the façade to the right of the front door. Said application having been reviewed by the Architectural Review Committee (ARC) at their meeting of July 21, 2020, and the Architectural Review Committee having made a recommendation to this Board that said application be approved, and this Board having reviewed said application, the Board of Trustees hereby **APPROVES**: the Application for Certificate of Compliance for building design standards submitted by Alexa White, *Barbette's Barbershop*, 229 Lake Street, for signage and a barber pole as recommended by the Architectural Review Committee.

AYES:

NAYS:

**MOTIONS
REGULAR MEETING**

11. **MOTION** by Deputy Mayor Tallman, seconded by Trustee _____, to recommend the Village Board approve the Application for Certificate of Compliance for building design standards submitted by Chris McCaffrey for *ZJs Family Restaurant*, 140 Pine Street (Hamburg Village Square) for 2 signs. The sign on the front (south-facing) will be illuminated raceway mounted channel letters (*ZJs*) in red, and an illuminated blue logo box with white letters for *Family Restaurant*. In the rear of the building (north-facing) will be a 34" x 159" *ZJs Family Restaurant*, non-illuminated aluminum wall sign, red and black letters on a white background. Said application having been reviewed by the Architectural Review Committee (ARC) at their meeting of July 21, 2020, and the Architectural Review Committee having made a recommendation to this Board that said application be approved, and this Board having reviewed said application, the Board of Trustees hereby **APPROVES**: the Application for Certificate of Compliance for building design standards submitted by Chris McCaffrey, for *ZJs Family Restaurant*, 140 Pine Street (Hamburg Village Square) for 2 signs and lighting, as recommended by the Architectural Review Committee.

AYES:

NAYS:

12. **MOTION**, by Deputy Mayor Tallman, seconded by Trustee _____, to recommend the Village Board approve the Application for Certificate of Compliance for building design standards submitted by Scott Schranz, *Nickel City Designs*, 278 Buffalo Street, to paint the front awning blue, with gray lettering; for a new, stainless steel wall sign with blue lettering on the front (east) façade, and for a mural of Van Gogh's *Starry Night* on the south façade. Applicant needs to submit his non-internally illuminated lighting choice for the file. Said application having been reviewed by the Architectural Review Committee (ARC) at their meeting of July 21, 2020, and the Architectural Review Committee having made a recommendation to this Board that said application be approved, and this Board having reviewed said application, the Board of Trustees hereby **APPROVES**: the Application for Certificate of Compliance for building design standards submitted by Scott Schranz, *Nickel City Designs*, 278 Buffalo Street, for a sign, repainted awning and mural, as recommended by the Architectural Review Committee.

AYES:

NAYS:

13. **MOTION** by Deputy Mayor Tallman, seconded by Trustee _____, to recommend the Village Board approve Site Plan Application #2020-00191, as presented by Jeff Giovino, *Coyote Café*, 36 Main Street, for a 35' x 50', 1750 sq. ft. outdoor seating area. Applicant must delineate and stripe the fire lane at the direction of the fire chief and designate the pedestrian walkway. Applicant must also strie or paint the posts in a bright, reflective manner as to avoid any collisions. Said Site Plan having been reviewed by the Planning Commission at their meeting of July 28, 2020, and the Planning Commission having made a recommendation in writing to this Board that said Site Plan be approved, and this Board having reviewed said Site Plan, the Board of Trustees hereby **APPROVES**: Site Plan Application #2020-00191 presented by Jeff Giovino, *Coyote Café*, 36 Main Street, for an outdoor seating area as recommended by the Planning Commission.

AYES:

NAYS:

MOTIONS
REGULAR MEETING

14. **MOTION** by Trustee DiPasquale, seconded by Trustee _____, to authorize the payment of the Village of Hamburg Account for the period ending August 3, 2020.

AYES:

NAYS: