

**VILLAGE OF COLD SPRING
Code Update Committee**

Minutes

Meeting of November 13, 2014

At Village Hall – 85 Main Street

Present: Jack Goldstein, Chair; Marie Early, ViceChair; Members Mike Armstrong, Carolyn Bachan, Terry Lahey, Donald MacDonald, Barney Molloy

Absent: Tom Monroe (alternate)

Also in attendance: Bruce Campbell, Village Board liaison to the Zoning Committee; Stephanie Hawkins, Village Board liaison to NYSERDA

The meeting started at 7:01 pm.

Mike Armstrong made a motion to approve the minutes of Oct. 30; the motion was seconded by Barney Molloy and approved unanimously.

Remarks of the Chair: Jack Goldstein asked the committee that he be the point of contact to and for the press so that the committee has a single voice to the press and that the public has confidence that the committee is on the same page on major issues. This is not to say that there may be disagreements within the committee but the objective is to resolve those disagreements within the committee not in the press. Goldstein also asked for the same arrangement with the consultant – that the chair be the point of contact to and for the consultant for financial accountability.

Goldstein said that the consultant would be joining the committee in the first part of the Dec. 11 meeting to answer questions from the committee. In the second part of the meeting, the committee should try to come to some conclusions as to the advice the committee can give to the VBOT concerning the contract with the consultant. All committee members were asked to provide their questions and comments on the B&L contract to Goldstein by Dec. 4 at the latest so that he can consolidate them into a single document. In addition, the committee should address the topic of the timing of the milestones in the NYSERDA draft contract.

Reports:

Armstrong reported that NYSERDA does not have a specific format for time sheet reports. Armstrong asked that committee members provide him with their time sheets on a monthly basis, by the first meeting of each month; increments can be as small as a quarter of an hour. He would prefer softcopy. Stephanie Hawkins reported that NYSERDA will accept time reporting starting on the date of the agreement – Sep. 16, 2014. However, NYSERDA is open to backdating the agreement and including time recorded on other, associated groups such as the Tree Advisory Committee or the

Parking Committee. This would be done if the committee needed additional hours to meet the Village match.

Marie Early reported that the draft resolution was submitted to the VBOT on Nov. 10; the VBOT will discuss it at the meeting on Nov. 18. The VBOT did confirm the three officers; they confirmed the name of the committee to be Code Update Committee; they confirmed Bruce Campbell as the liaison; they confirmed the committee's schedule. There is at least one proposed change to the resolution which will be sent to the VBOT prior to Nov. 18.

Molloy reported that alternate members are permitted for committees. No local law is required. Goldstein asked the committee what they felt an alternate would do; it was agreed that an alternate would be required to attend meetings. The alternate will be asked what their ability will be to attend meetings.

Discussions:

Goldstein organized all the committee's comments on the NYSERDA agreement. He requested a discussion on the 25 points in the SOW. It was agreed that all bullet points should begin with the word "Evaluate" in place of the current language. It was agreed that the following items would be added: accessory buildings; overnight accommodation standards (such as B&Bs); steep slopes; flooding west of the railroad tracks; waterfront recreation.

Goldstein raised the topic of timing, particularly the first milestone. Hawkins said that NYSERDA is aware of the potential for modifying the milestones, and is open to this possibility. There was agreement that the milestones should be moved at least one quarter. Hawkins was asked to follow up with NYSERDA to see if there would be any objection to extending to the beginning of March, 2016, and to give the VBOT a sense that the committee feels that the current schedule is not achievable. NYSERDA will provide a link to the metrics webinar within a few days.

Goldstein identified 4 current processes underway that are mandated by the VBOT and that are also on the list of 25 in the NYSERDA grant: street trees committee; historic district review; sign standards; parking standards. He was most interested in the relationship between the historic district review. Armstrong expressed a budgetary interest, that is, the NYSERDA grant identifies monies to prepare the historic district standards while the HDRB has their own grant to perform this work. Carolyn Bachan was unsure as to whether there is any conflict between the HDRB's review work and the NYSERDA work; there is no LEED or energy efficiency elements in the historic district's update of its standards. Hawkins offered that "Standards for the Preservation and Restoration of Cultural Features" had to do with stone walls and architectural elements with historic value.

Bachan explained zoning verification cards. Goldstein said that this needs to be raised with NYSERDA. There was a request to expand the list of 25 to include term definitions; it was agreed that this task could be undertaken by the committee but not included in the NYSERDA contract.

Hawkins updated the committee on input from NYSERDA. They asked for a single response on the draft SOW; they are willing to facilitate a conference call between the committee, the DOS and NYSERDA, with the consultant attending if that is desirable, with the schedule of the call at the request of the committee. Goldstein asked the committee to provide him with availability dates so that the call can be scheduled. NYSERDA is amenable to having a representative come to Cold Spring if needed. Early was asked to report back at the next meeting on the way in which the budget will be set up. (Subsequent to the meeting, Armstrong met with the Village Treasurer to discuss the way in which the budget will be set up.) Goldstein asked Hawkins to bring up a few items at the next VBOT meeting.

Armstrong made a motion to adjourn. Early seconded the motion which was passed unanimously. The committee adjourned at approximately 9:15pm.

Respectfully submitted,
Marie Early