

VILLAGE ANNUAL MEETING
 April 7, 2025

Roll Call

Mayor Richard Sullivan	Present
Trustee Mark Daily	Present
Trustee Mark Ferriter	Present
Trustee Sue Mackay	Present
Trustee Thaddeus Lawrence	Present

Others in Attendance

Michael Sayles, Village Administrator
 Patrick Goodenow, SVBRA

**ANNUAL APPOINTMENTS BY MAYOR
 2025**

<u>OFFICE</u>	<u>TERM</u>	<u>CURRENT</u>	<u>APPOINTMENT</u>	<u>NEW TERM</u>
OFFICIAL DEPOSITORY	1 YR	ADIRONDACK BANK	<i>ADIRONDACK BANK</i>	1 YR
OFFICIAL JUSTICE DEPOSITORY	1 YR	ADIRONDACK BANK	<i>ADIRONDACK BANK</i>	1 YR
OFFICIAL NEWSPAPER	1 YR	ROME SENTINEL	<i>ROME SENTINEL</i>	1 YR
LAW ENFORCEMENT	1 YR	ONEIDA CO SHERIFF	<i>ONEIDA CO SHERIFF</i>	1 YR
	1 YR	NYS POLICE	<i>NYS POLICE</i>	1 YR
VILLAGE ATTORNEY	1 YR	LONG LAW	<i>Long Law Firm</i>	1 YR
DEPUTY CLERK-TREASURER	1 YR	ELIZABETH SCHOLL	<i>Elizabeth Scholl</i>	1 YR
VILLAGE COURT CLERK	1 YR	KIMBERLEY A COON	<i>Kimberley Coon</i>	1 YR
VILLAGE ADMINISTRATOR	1 YR	MICHAEL SAYLES	<i>Michael Sayles</i>	1 YR
VILLAGE HISTORIAN	1 YR	JEAN KOWALSKI	<i>Jean Kowalski</i>	1 YR
REGISTRAR OF VITAL RECORDS	1 YR	WANDA E DURANT	<i>Wanda E Durant</i>	1 YR
DEPUTY REGISTRAR VITAL RECORDS	1 YR	ELIZABETH SCHOLL	<i>Elizabeth Scholl</i>	1 YR
CODES ENFORCEMENT	1 YR	JOHN PORTER	<i>John Porter</i>	1 YR
ASSOCIATE JUDGE	1 YR	TERRY DEELEY COADY	<i>TERRY DEELEY COADY</i>	1 YR
ZBA BOARD CHARIMAN	5 YR	ANTHONY TENNANT	<i>Maureen Campbell</i>	Term
PLANNING BOARD	5 YR	ANTHONY CAMARDO	<i>Anthony Camardo</i>	5 YR
PLANNING BOARD	5 YR	DIANN VAN DRESAR	<i>Diann Van Dresar</i>	5YR
VILLAGE CLERK-TREASURER	2 YR	WANDA E DURANT	<i>Wanda E Durant</i>	2 YR

PROJECT ASSIGNMENTS BY MAYOR

<u>ASSIGNMENT</u>	<u>TERM</u>	<u>CURRENT</u>	<u>APPOINTMENT</u>	<u>TERM</u>
DEPUTY MAYOR	1 YR	MARK DAILY	<i>THADDEUS LAWRENCE</i>	1YR
PARK COMMISSIONER	1 YR	RICHARD SULLIVAN	<i>RICHARD SULLIVAN</i>	1 YR
SEWER DIST	1 YR	MARK DAILY	<i>MARK DAILY</i>	1 YR
STREET COMMISSIONER	1 YR	RICHARD SULLIVAN	<i>RICHARD SULLIVAN</i>	1 YR
AERIAL SPRAY	1 YR	RICHARD SULLIVAN	<i>RICHARD SULLIVAN</i>	1 YR
PARKS & RECREATION	1 YR	SUE MACKAY	<i>SUE MACKAY</i>	1 YR
INSURANCE	1 YR	SUE MACKAY	<i>SUE MACKAY</i>	1 YR
MEMORIAL PAVERS/BENCHES	1 YR	THADDEUS LAWRENCE	<i>THAD LAWRENCE</i>	1 YR
PLANNING/ZBA	1 YR	MARK FERRITER	<i>MARK FERRITER</i>	1 YR
SVBRA LIAISON & SPECIAL EVENTS	1 YR	THADDEUS LAWRENCE	<i>THADDEUS LAWRENCE</i>	1 YR
CANAL	1 YR	LAWRENCE/MACKAY	<i>LAWRENCE / MACKAY</i>	1 YR
SHORT TERM RENTAL	1 YR		<i>FERRITER / LAWRENCE</i>	1 YR
FIRE DISTRICT & SB VOL. FIRE DEPT	1 YR		<i>FERRITER</i>	1 YR

BE IT RESOLVED by Trustee Ferriter and seconded by Trustee Daily to approve Mayor Sullivans appointments as given for 2025. Carried as follows

Trustee Daily	Aye	Trustee Ferriter	Aye
Trustee Mackay	Aye	Trustee Lawrence	Aye

Meetings

BE IT RESOLVED by Trustee Lawrence and seconded by Trustee Mackay to approve the following schedule for village meetings as follows:

Village Board Meeting - 1st Monday and 3rd Monday of each month at 6:30 p.m.
 Village Planning Board Meetings - 2nd & 4th Mondays of each month at 5:30 pm
 Holidays will be scheduled accordingly. Carried as follows:

Trustee Daily	Aye	Trustee Ferriter	Aye
Trustee Mackay	Aye	Trustee Lawrence	Aye

Lawn Sales/Concerts/Swim Area

RESIDENTS LAWN SALE WEEKENDS 2025

FRIDAY, SATURDAY & SUNDAY

May 16th, 17th & 18th

June 13th, 14th & 15th

July 11th 12th & 13th

August 15th, 16th & 17th

August 19th, 30th 31st & Sept 1st

Sept 12th, 13th & 14th

No items are to be left out after 7:00 p.m. each evening. Off street parking is to be provided by the homeowner.

SUMMER CONCERTS 2025

Wednesdays 6-8 pm

July 2nd Loose Gravel \$450

July 9th The Shylocks Blues \$300

July 16th Easy Money Big Band \$599

July 23rd Nelson Brothers \$600

July 30th Rose Thorne (Danny Holmes) \$400.00

August 6th Mood Swing \$650

August 13th Fritz's Polka Band \$600

August 20th Monterey's \$450

August 27th Rhythm N Shoes \$450

Supervised Swim Area Schedule

Supervised Swim Area will open June 27th through August 31st 2025 during the hours of 11am – 7 pm, the Lifeguards will be available Sunday through Saturday. The Supervised Swim Area will be closed effective August 31st, 2025

BE IT RESOLVED by Trustee Mackay and seconded by Trustee Daily to approve the schedule for the Village Lawn sales, Village Band Concerts and Supervised Swim Area. Carried as follows:

Trustee Daily
Trustee Mackay

Aye
Aye

Trustee Ferriter
Trustee Lawrence Aye
Aye

Fee Schedule

VILLAGE OF SYLVAN BEACH PERMIT FEES REVISED 04/19/21

NEW STRUCTURE – CERTIFICATE OF OCCUPANCY INCLUDED IN ALL FEES

NEW SINGLE FAMILY	\$350.00	\$0.30 PER SQ FT OVER 1500 SQ FT
NEW TWO FAMILY	\$500.00	\$0.30 PER SQ FT OVER 1500 SQ FT
TEMPORARY C OF O	\$275.00	
MOBILE HOME	\$175.00	
RESIDENTIAL ADDITION OR REMODEL	\$150.00	\$0.30 PER SQ FT OVER 1500 SQ FT
ALL OTHER BUILDING PERMITS	\$ 50.00	
FLOOD PLAIN DEVELOPMENT PERMIT	\$150.00	

ACCESSORY STRUCTURES

ROOF	\$ 50.00	
GARAGE	\$150.00	
DECK	\$ 50.00	
SHED	\$ 50.00	
FENCE	\$ 50.00	
PORCH	\$ 50.00	
POOL	\$ 50.00	
DRIVEWAY	\$ 50.00	
SOLID FUEL OR GAS BURNING DEVICES OTHER THAN PRINCIPAL HEATING DEVICE	\$50.00	
SIGN PERMIT	\$50.00	

NEW MULTI – FAMILY 3 OR MORE \$350.00 PER UNIT

COMMERCIAL

NEW	\$600.00 UP TO 1000 SQ FT	ADD \$ 0.40 PER SQ. FT OVER
ADDITIONS & REMODEL	\$400.00 UP TO 1000 SQ FT	ADD \$0.40 PER SQ FT OVER

TEMPORARY C OF O	\$500.00
SEWER PERMITS	\$ 50.00 / \$500 deposit for road cuts
DEMOLITION PERMITS	\$100.00

PERMIT RENEWAL

PERMITS VALID FOR 6 MOS. AND MUST BE RENEWED PRIOR TO EXPIRATION DATE FOR AN ADDITIONAL 6 MOS. AT NO CHARGE. 2ND RENEWAL SAME CHARGE AS THE FIRST PERMIT ISSUED.

ZONING

VARIANCE	\$ 100.00
EACH ADDITIONAL VARIANCE	\$ 100.00
APPEAL OF PERMIT OR ZONING DECISION	\$ 100.00
AMENDING OF THE APPLICATION	\$100.00
SPECIAL USE PERMIT	\$ 100.00

VILLAGE CLERK FEE SCHEDULE

Copies – Village Information	\$.25 per page
Copies – Personal	\$.50 per page
Fax – In/Out	\$ 3.00
Tax Searches	\$ 25.00
Lawn Sale Permit	\$ 25.00 / 3 days
Deomographic Study	\$ 40.00
Comprehensive Plan	\$ 40.00
FOIL Requests	\$.25 per page/plus postage

PARKING PERMITS

Residents With proof of residency	1 pass free per household
Additional Tags	\$ 35.00
Non-Resident Tags	\$ 35.00

ALL PARKING PERMITS EXPIRE EACH YEAR

GENERAL PARKING FEES
Monday through Sunday 9:00am to 9:00pm
Season May 15th – September 30th

PAID PARKING LOT FEES

SUNSET PARKING LOT

\$2.00 MINIMUM FOR 2 HOURS
\$2.00 PER HOUR GREATER THAN 2 HOURS
\$10.00 ALL DAY MONDAY TO FRIDAY
\$12.00 ALL DAY SATURDAY AND SUNDAY

CARELLO'S CORNER PARKING LOT

\$2.00 MINIMUM FOR 2 HOURS
\$2.00 PER HOUR GREATER THAN 2 HOURS
\$10.00 ALL DAY MONDAY TO FRIDAY
\$12.00 ALL DAY SATURDAY AND SUNDAY

17TH AVENUE PARKING LOT

\$2.00 MINIMUM FOR 2 HOURS
\$1.00 PER HOUR GREATER THAN 2 HOURS
\$8.00 ALL DAY MONDAY TO FRIDAY
\$8.00 ALL DAY SATURDAY AND SUNDAY

PAID STREET PARKING FEES

SPENCER AVENUE PARKING

\$2.00 MINIMUM FOR 2 HOURS
\$2.00 PER HOUR GREATER THAN 2 HOURS
\$10.00 ALL DAY MONDAY TO FRIDAY
\$12.00 ALL DAY SATURDAY AND SUNDAY

CANAL STREET PARKING

\$2.00 MINIMUM FOR 2 HOURS
\$2.00 PER HOUR GREATER THAN 2 HOURS
\$10.00 ALL DAY MONDAY TO FRIDAY
\$12.00 ALL DAY SATURDAY AND SUNDAY

PARK AVENUE PARKING

\$2.00 MINIMUM FOR 2 HOURS
\$2.00 PER HOUR GREATER THAN 2 HOURS
\$10.00 ALL DAY MONDAY TO FRIDAY
\$12.00 ALL DAY SATURDAY AND SUNDAY

MAIN SREET PARKING

\$2.00 MINIMUM/MAXIMUM FOR 2 HOURS

NO OPTIONS FOR MORE THAN 2 HOURS

AKEHURST AVENUE PARKING

\$2.00 MINIMUM FOR 2 HOURS

\$2.00 PER HOUR GREATER THAN 2 HOURS

\$10.00 ALL DAY MONDAY TO FRIDAY

\$12.00 ALL DAY SATURDAY AND SUNDAY

Electric Charging Stations \$5.00 per hour and includes parking

PROPERTY MAINTENANCE VIOLATION REMEDIATION

High Grass, Brush, Junk or Garbage on Property

Mobilization fee flat fee assessed when the DPW crew prepare for and are mobilized
To do Property Maintenance Violation work \$100.00

Each Man Hour \$ 35/hour

Lawnmower \$ 20/hour

Pickup Truck \$ 25/hour

Wheel Loader \$ 50/hour

Dump Truck \$ 40/hour

Tire Disposal \$ 10/per tire

Junk Vehicles/Boats/Campers

Tow to Village Impound Lot \$150.00

Storage fee \$ 20/day

Note: The Village of Sylvan Beach must keep vehicle a minimum of 30 days before it can be junked unless the owner transfers ownership of the vehicle to the Village. Impounded vehicles will only be released on business days after payment of all fees by money order.

Property Owner Location (skip tracing) \$ 65/hour

Personal Service of Notices (if required) as billed by Legal Works

Administration fee: 10% of total remediation fees added for administrative and clerical costs.

BE IT RESOLVED by Trustee Daily and seconded by Trustee Ferriter to approve the changes to the fee schedule set for Village Zoning Permit fees, Property Maintenance fees, the Village Clerk fees for services provided and parking fee schedule for 2025. Carried as follows

Trustee Daily	Aye	Trustee Ferriter	Aye
Trustee Mackay	Aye	Trustee Lawrence	Aye

Mileage

WHEREAS the board of trustees has determined to pay a fixed rate for mileage as set by the Office of the State Comptrollers as reimbursement to Village officers and employees who use their personal automobiles while performing their official Village duties and this is to include any tolls paid by the Village officers and employees

NOW THEREFORE BE IT RESOLVED by Trustee Mackay and seconded by Trustee Lawrence that the board of trustees will approve reimbursement to such officers and employees at the rate determined by the Office of the State Comptrollers and to pay all tolls incurred by such officers and employees. Carried as follows:

Trustee Daily	Aye	Trustee Ferriter	Aye
Trustee Mackay	Aye	Trustee Lawrence	Aye

Procurement Policy

Motion was made by Trustee Daily and seconded by Trustee Ferriter to keep the current procurement policy for EOL and the Village of Sylvan Beach dated September 18, 2023. Carried as follows

Trustee Daily	Aye	Trustee Ferriter	Aye
Trustee Mackay	Aye	Trustee Lawrence	Aye

Need to set hours for work day for the Village Court Clerk Position

BE IT RESOLVED, by Trustee Lawrence and seconded by Trustee Daily that the Village of Sylvan Beach hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employee's Retirement System based on the time keeping system records or record of activities maintained and submitted by these officials to the clerk of this body:

Appointed Officials – Village Court Clerk standard work day 7 hours.

WHEREAS, the Village Court Clerk needs to certify to the hours worked and activities performed and that the Village Court Clerk provide to the Village Clerk each day worked with a log of activities completed and work at home can be included. Carried as follows

Trustee Daily	Aye	Trustee Ferriter	Aye
Trustee Mackay	Aye	Trustee Lawrence	Aye

ADJOURNMENT:

Motion was made by Trustee Daily and seconded by Trustee Lawrence to adjourn the annual meeting at 6:27pm. Carried as follows

Trustee Daily	Aye	Trustee Ferriter	Aye
Trustee Mackay	Aye	Trustee Lawrence	Aye

Respectfully submitted by

Wanda E Durant
Village Clerk-Treasurer
DRAFT