

Colden Planning Board Meeting

February 20, 2024

Planning Board Members Present:

Walt Kammer (Chairman), Dakota Forgione, Andrew Gow, John Riley,
George Reinhardt, Cheryl Schenne, and Bobby Walker

Also Present:

Town Supervisor Jim DePasquale, Carrie DePasquale (Assistant
Recreation Supervisor), Tom Dziulko Fire Inspector/Code–Enforcement
Officer), Kalei Brautlacht (Parks), Jesse Hrycik (Councilman), Bernie
(Rotella Grant Management), Wendy Salvati (Colden POC from Rotella
Grant Management)

The February 20, 2024 Planning Board Meeting was called to order at 7:02 PM by Walt in the courtroom at the Colden Town Hall.

Planning Board Role in Preliminary Grant Priority Definition, Application Assistance & Execution of Grants awarded to Colden

Walt stated that the slides viewed during the February meeting will be sent by email after the meeting. Walt continued the meeting by explaining the purpose of the Planning Boards role for reviewing the available grants listed in the agenda. Walt recommended organizing a prioritized list to the Town Board for their final approval. Walt mentioned that Town Board member and PB volunteers would help process the active grants. Rotella Grants has been retained by the Town for Grant preparation assistance and is paid monthly for the administrative support, portal, and the execution of some awarded grant projects. The assistance for awarded grant reimbursement is paid within the funding of the grant at award.

Topics reviewed by the Planning Board Members, Colden’s Consultants from Rotella Grants, and other attendees:

a) *Parks & Recreation – Fund and create 1st Colden Parks & Recreation Master Plan.*

Wendy suggested consolidating the process through the State Parks Division, and it needs an impressive Master Plan. Wendy suggested establishing an estimate and evaluates same as the Comprehensive Plan. Wendy stated to identify the Parks and Recreation facilities. Wendy estimated \$15,000 - \$25,000 for budgeting.

- b) Parks & Recreation – Fund and obtain ADA upgrades to Walter Kummer Park playground equipment.
- c) Parks & Recreation – Review potential new building in park for equipment, sanitary, and other purposes.
- d) Parks & Recreation – Design and obtain funding for potential ADA accessible trail adjacent to the new Disc Golf Course.

- *m) Possible renewable energy source for the proposed new Building in Walter Kummer Park.

Wendy suggested to group agenda items (b,c,d,&m) because the topics are all related. Wendy will review the match from the town and recommended that the Town Board prioritize the project. Bobby asked the level of detail needed. Bernie explained the preliminary engineering reports, trail within so many feet and it will equal and (x) amount of dollars. The new playground equipment will require an estimate for engineering to supply a preliminary budget.

- e) Sidewalk replacement from School to ECRT Trail on State Road (considerations for the pending ECRT interconnection project to the school's new Mountain Bike course and fitness programs(s)).

The Town Supervisor mentioned that the upgrade sidewalk system needs to be ADA compliant infrastructure that's in place. Walt reviewed that the sidewalk is used for the main route during school evacuation. It was noted that the bridge is owned by the county. Bernie recommended gathering police reports and fatality reports along the route to submit for the grant application. Bernie suggested doing the research and finding out why the bridge isn't ADA compliant. It was reviewed that the grant would need funding for the engineer to develop the plans to meet the MWBE requirements.

- f) Ag & Farmland – review possible design studies and goals as adopted in the new AFPP and obtain grant funding to execute them as appropriate

It was reviewed that the goal is to promote farming in the community. The town will need signage to help locate several stands and farms. Walt stated that the signage will help development interest for farming land owners.

- g) Murray Hill Road – Rehab the storm and erosion damage to the roadway as being reviewed by the Colden Town Engineer and determine if any State and federal grant funds might assist in the multimillion-dollar project.

The project will be reviewed by the town engineer. The grant might open in the Spring. Wendy and Bernie will contact FEMA regarding the project. The project will need a description, cost, and scope work.

- h) Mill Street Bridge over ECRT – review situation on bridge replacement

It was reviewed that Bernie will need easements, local documents, site control easements, joint application, and legal document. Andy has found railroad maps but the

consultants will need more documentation. Wendy suggested move forward Bridge, NY through NYSDOT as another option for the bridge and the application will open in 2025.

i) Senior Center and Town Hall – rehab and repair of the parking lot.

Wendy reviewed that this will be a member item funding project. The short-term plan is to chip and seal the parking lots by Highway Department staff. It was suggested to approach local legislature representatives regarding the longer term lot remediation.

j) Document Keeping/Scanning Files

Wendy reviewed that the grant is currently open. The grant opened February 1st. There's a small window to gather all the requested documents. Bernie mentioned there were records on microfilm that will need to be transferred over. There will also be the need to have records store off site. The Town Supervisor mentioned that the Town Clerk didn't have time to gather the needed documents due to the tax collection season. It was discussed that the Town would have the option to hire an outside contractor. If the documents were processed by an outside source, a in house source will need to verify each document was scanned correctly and meets the requirements. It was discussed to gather the information and try to apply for the grant next year.

k) Hamlet in Colden has historical hamlet lighting posts and fixtures

Walt reviewed that the Historic lighting pole top luminare(s) need to be converted to modern LED fixtures and ballasts removed; the poles and decorative tops remain. The interior equipment is upgraded. Wendy suggested applying by a member item grant.

l) The Town desires that all residences and businesses have proper reflective address signs at their driveways.

Wendy stated that this would qualify for a member item grant.

The Planning Board reviewed a general concern regarding fire hydrants throughout the town; involved parties from the Town Board and Colden Fire Company share the concern. Councilman Pietraszek estimated \$40,000 - \$50,000 for the budget will be needed. Bernie suggested approaching the topic as a safety issue.

Bernie stated that the Town Board needs to prioritize the grants and projects to be completed.

Wendy stated the next step is for the Town Board to discuss for 2024.

Wendy noted that the CFA application is from May 1st through July 31. Every year the grants are available but the application questioning may vary. For example, the safe routes to school will open in the Fall. Grant matching funds vary substantially for each category. Generally, a FEMA grant is a 10% match, a DOT safe route to school grant is a 20% match, and the CFA is a 50% match, etc. Each varies and is defined in the relevant documents when the grant submission period opens. It was also noted, by our consultants, that the Town Board will need to prepare a Grant Resolution, and pass it, before each grant application gets prepared for consideration. Additionally, grants for parks and recreation generally would usually be helped

if there are letters from residents supporting the project. It was also stated that generally if any funds are spent before the grant is awarded, it wouldn't be reimbursed; so that timing must be considered. Bernie suggested to have cost estimated and resolutions ready well before the "opening" date of any grant application being expedited.

The next topics discussed were general updates on some recent actions in the Town.

Walt reviewed that the Town purchased solar eclipse glasses and the solar eclipse event will take place on April 8th at 2:18pm.

Walt stated that the NY Burn Ban will go in affect from March 16th through May 14th.

Walt reviewed upcoming Change of Uses (CoU).

The Town Supervisor requested that the Planning Board investigate new code regarding metal shipping container storage units, and/or, using the metal containers as the basis of rural structure construction.

The CEOs would like a code definition for solid waste, rubbish, trash, and litter; this would assist in the court's processing of violations issued and help citizens understand the categories. The Planning Board will include that matter at a future meeting on possible new local law recommendations. Regarding that, Walt will again review old "the 37-action item list" that was provided to the Town Board for local law considerations before the Covid situation had impact on getting things done. The existing list will be looked at again, updated, and then resent to the Planning Board Members for another round of considerations or improvements.

The Town has a document shredding event scheduled for April 20th from 9:30am until 1:30pm. A postcard will be sent out in the near future. Citizens will be able to drop off items for on-site shredding.

January Minutes

The Board Members reviewed the January 23, 2024 minutes and Cheryl motioned to approve the minutes and Bobby seconded. All were in favor.

Bobby motioned to adjourn the meeting at 9:08 PM, and George seconded. All were in favor.

Submitted by: Crystal Barrett