

Catskill Town Board Monthly Meeting
Catskill Town Hall
March 5, 2024 6:30 pm

PRESENT: Patrick McCulloch, Supervisor
 Steven Espel, Councilman
 Jared Giordiano, Councilman
 Dawn Scannapieco, Councilwoman

Also Attending: Audre Higbee, Town Assessor
 Ted Hilscher, Town Attorney

Supervisor McCulloch opened the meeting with the Pledge of Allegiance and thanked all for coming to the meeting.

MINUTES:

February 6, 2024 Monthly Meeting
February 21, 2024 Committee Meeting

Motion: Councilman Giordiano Second: Councilman Espel; carried.

RESOLUTION:

2023 Budget Amendments – Resolution # 19-2024 on motion of Councilman Giordiano second Councilwoman Scannapieco approving the 2023 budget amendments. Adopted Vote: 4 Yes 1 Absent (C. Kozloski)

CORRESPONDENCE:

Letter from Gary Kistingner regarding reassessment. *Mr. Kistingner gave a brief overview of this letter to the board and his view of revaluation and how housing will be affected between old homes and new buildings.*

Ms. Higbee stated this is the first meeting with the public and reviewed the process. Collecting inventory information will be done by a flyover. There will not be a 'boots on the ground' inventory. The town will need to choose a vendor and after this is done, there will be multiple meetings to help alleviate the public's anxiety in the process.

She explained the town's equalization rate and how it affects the market's brisk pace. After revaluation, some properties may increase in assessed value, some will go down and this is dependent within the class and different variables.

Ms. Higbee spoke about the process a property owner has for grievance of their assessed value and how there are three opportunities to argue one's assessed value.

Mr. Kistingner feels that existing properties taxes will go up and feels there is an issue with newer construction versus older construction and how older properties have constant maintenance and utilities

are at a higher cost. He has a lot of concerns. Ms. Higbee addressed his concerns. Further conversations took place regarding the assessment of vacant land, equalization rate, exemptions for seniors and the programs for it, and how the revaluation process will happen.

CONTINUING BUSINESS:

Alternate Member Planning Board – Lisa Pina. Resolution # 20-2024 on motion by Councilman Giordiano second by Councilwoman Scannapieco appointing Lisa Pina as Alternate Member Planning Board effective March 5, 2024. Adopted Vote: 4 Yes 1 Absent (C. Kozloski)

Security System – Town Highway. Councilman Giordiano presented the two quotes received. One from Catskill Security and the other from Doyle. They are similar in price, equipment, and installation. His recommendation is for Catskill Security Systems. Resolution # 21-2024 on motion of Councilman Giordiano second by Councilwoman Scannapieco to have Catskill Security Systems update security at the Highway Department in the amount of \$6,274.00. Adopted Vote: 4 Yes 1 Absent (C. Kozloski)

NEW BUSINESS:

Band for Memorial Day Celebration – Paul Luke Band. Supervisor McCulloch stated Joy is not present but he let the committee know the town does not have the \$2,000 in the celebration account with all the other events planned. We received approval to use the steps in front of the courthouse.

RBT CPA accounting services renewal to Town of Catskill. Resolution # 23-2024 on motion by Councilman Giordiano second by Councilwoman Scannapieco authorizing the Supervisor sign the renewal contract with RBT CPA to continue accounting services with the town. Adopted Vote: 4 Yes 1 Absent (C. Kozloski)

Nick Weist of CACHE regarding the cost of housing – Mr. Weist introduced himself and the individuals with him and what CACHE stands for – Catskill Artists and Creatives for Housing Equity and spoke about residents being concerned about housing affordability. He asked if the Town has plans regarding the housing crisis and helping with it; incentivizing accessory dwelling units, increasing fees on short term rentals, comprehensive plan.

Supervisor McCulloch commended their work. The town recently enacted regulations on short-term rentals. The town plans a revaluation and updating of the comprehensive plan and plans to apply for a grant to move forward with it. We will form a committee and will need a good makeup of residents.

Mr. Hilscher stated even if no one from CACHE is on the committee, to please be present at the meetings and to give input and opinions.

Mr. Hilscher brought before the board a request to schedule a public meeting on potential changes to the town code. Resolution # 24-2024 on motion by Councilman Giordiano second by Councilwoman Scannapieco to schedule a public hearing for Local Law 1 of 2024 amending the Code of the Town of Catskill for Wednesday, March 20, 2024 at 6:30 pm. Adopted Vote: 4 Yes 1 Absent (C. Kozloski)

PUBLIC COMMENT:

William Demarest who represents Renew Zwickel Trust in litigation with Underhill Entity spoke to the board about the Article 78 Proceeding and the agreement in principle from the mediation session and

wishes to raise the concern about his client who owns the property next to the land Underhill Entity owns and the boundary dispute between the trust and Underhill Entity and how a CO was denied due to a fire code. His concern is the agreement and that it will not put a stamp of approval or authorize them to build an access road on trust property as there is an injunction the court issued to Underhill Entity to not build on trust property.

Supervisor McCulloch asked if there was any further comment. He thanked all for coming. He stated the board will enter executive session with the Town Attorney to discuss current litigation and will decide after exiting executive session and end the meeting thereafter. The executive session started at 7:37 pm.

Regular meeting concerned 7:57 pm and the following resolution was adopted. *Resolution # 25-2024 on motion of Councilman Giordiano second by Councilwoman Scannapieco to accept the settlement proposal for Underhill Land, LLC and Underhill RE Holdings LLC v Town of Catskill, Town of Catskill Code Enforcement Office, and Matthew B. Carlile, Index Number EF2023-93. Adopted Vote: 4 Ayes 1 Absent (C. Kozloski)*

Councilwoman Scannapieco discussed her meeting with the coalition against bigger trucks and the legislation increasing the poundage to 91,000 from 80,000. There is no money to offset the safety of the roads and they are asking for a letter to not approve the increase in weight of the trucks on the highway.

Councilman Giordiano reviewed the Dog Control Report for the month of February. Very quiet.

Councilman McCulloch asked for a motion to authorize Dr. Kleen to clean the fabric of the dining room/meeting room chairs as well as the armchairs and loveseat. *Resolution # 26-2024 on motion of councilman Giordiano second Councilwoman Scannapieco approving the estimate from Dr. Kleen in the amount of \$1,933.75. Adopted Vote: 4 Yes 1 Absent (C. Kozloski)*

Councilman Espel would like to have a laptop at the Senior Center to play movies on the screen. Councilman Giordiano stated it is a smart tv and we need to contact the company as they were to instruct on how to use.

With no further comment, a motion to adjourn the meeting was made by Councilwoman Scannapieco second by Councilman Giordiano. Meeting ended 8:09 pm.

Respectfully submitted,

Elizabeth Izzo
Town Clerk

Catskill Town Board Committee Meeting
Catskill Town Hall
March 20, 2024 6:30 PM

PRESENT:	Patrick McCulloch,	Supervisor
	Steven Espel,	Councilman
	Jared Giordiano,	Councilman
	Brian Kozloski,	Councilman
	Dawn Scannapieco,	Councilwoman
	Ted Hilscher,	Town Attorney

Supervisor McCulloch opened the meeting with the Pledge of Allegiance and welcomed all in attendance.

RESOLUTIONS:

Resolution #27-2024 on motion of Councilman Giordiano, second Councilwoman Scannapieco declaring Dell PowerEdge T630, Dell Optiplex 3040 (2), 3020, and 9020 as surplus property as they no longer support new software and are out of warranty. Adopted Vote: 5 Yes

Resolution # 28-2024 on motion of Councilman Kozloski, second Councilman Giordiano accepting the 284 Agreement – Expenditure of Highway Monies from Highway Superintendent Shawn Beers. Adopted Vote: 5 Yes

Resolution # 29-2024 on motion of Councilman Espel, second Councilman Giordiano awarding the bid for pest control for the wastewater treatment pump stations/generators to Patterson Pest Control. Adopted Vote: 5 Yes

Resolution # 30-2024 on motion of Councilwoman Scannapieco, second Councilman Espel granting permission to Run Wild , Inc. to conduct the Manitou’s Revenge Ultramarathon within the geographical jurisdictional limits of the Town of Catskill June 22-23, 2024. Adopted Vote: 5 Yes

SUPERVISOR COMMENTS:

Supervisor McCulloch stated we received the DOH permit for the Summer Recreation program.

Cleaning at the Senior Center will be completed this weekend.

Highway Superintendent Beers signed a general land use agreement with Bette and Cring, LLC for a staging area on Cauterskill Rd. for equipment etc. when construction begins on the thruway bridge.

COUNCIL COMMENTS:

Councilman Giordiano stated George June will send quarterly reports. There will be a meeting with him to discuss building improvements.

The CEO overtime is exempt in our handbook and he suggested flex time. The board is against flex time and overtime will be paid.

PUBLIC HEARING – Local Law 1 of 2024 Amending the Code of the Town of Catskill.

Supervisor McCulloch opened the public hearing at 6:41 pm and asked the clerk to read the notice.

Please take notice, the Catskill Town Board will hold a public hearing for Local Law 1 of 2024 Amending the Code of the Town of Catskill on Wednesday, March 20, 2024 at 6:30 pm at Catskill Town Hall, 439 Main St., Catskill, NY. Proposed changes to the Town Code include changes to Chapter 115 Junk, Chapter 138 Streets and Sidewalks, Chapter 140 Subdivision of Land, and Chapter 160 Zoning. Proposed amendments to the code are townwide and apply in all zones. The board will welcome public comment at that time and in writing. The proposed code amendments are available for review on the town website and at the Town Clerk's Office, 439 Main St., Catskill, NY. By Order of the Catskill Town Board, Elizabeth Izzo, Town Clerk

Mr. Hilscher reviewed the proposed changes and asked if the board had any questions. Supervisor McCulloch stated he and Councilman Giordiano would like to amend chapter 140-16 lot improvements and will send for review. He would like to keep the public hearing open. The public hearing adjourned 6:53 pm. The regular meeting reconvened.

PUBLIC COMMENT:

David Vipler approached the board for an update to the water line for Brooks Ln. Supervisor McCulloch stated it is difficult to get a grant for existing water lines. Mr. Vipler's concern is if this is ad infinitum, his project will expire and would like an open timeline. Mr. Hilscher will speak to the Planning Board about a continued extension of his application and will be in touch with Mr. Vipler.

MEMORIAL DAY PARADE:

Supervisor McCulloch stated the Patriotic Committee has secured a band for after the parade. The amount agreed up on is \$595.00. *Resolution # 31-2024 on motion of Councilman Espel, second Councilwoman Scannapieco authoring the expense of \$595.00 to Ralph Barger & Peaceful Country as entertainment after the Memorial Day Parade. Adopted Vote: 5 Yes*

REVALUATION:

Supervisor McCulloch asked if all had a chance to speak to Audre and he understands the board's concerns. Councilwoman Scannapieco does not feel it is a suitable time and to wait to see how the market settles and how the economy will be. Councilman Espel wishes to use the ARPA monies for the purchase of an ambulance and for infrastructure and to then use the money in the budget for those items, for the revaluation later. Councilman Giordiano stated the board has been kicking this down the road for the last twenty years. Councilwoman Scannapieco stated if your assessment goes up, your taxes go up. Councilman Giordiano stated assessed value has nothing to do with taxes, as the board increases taxes by the adoption of the budget.

Supervisor McCulloch stated the town does need to have a revaluation but the board needs to decide the time to have it done. We lost the chance for an aerial survey this year. We will need to do

a lot of public outreaches and we should have a subject matter expert to do informational meetings. After further discussion, the board decided to advertise for an RFP for revaluation. *Resolution # 32-2024 on motion of Councilman Giordiano, second Councilwoman Scannapieco to advertise request for proposals for revaluation. Adopted Vote: 5 Yes*

PUBLIC COMMENT:

Gary Harvey, as ZBA Chair, asked the board where we are with hiring a new clerk for PB and ZB. Supervisor McCulloch stated we are canvassing individuals on the civil service list. He then asked if there was any further discussion about a pickleball court. Supervisor McCulloch stated the town applied for a grant for the Ricky Cramer Field and that is part of the grant.

With no further business, Supervisor McCulloch stated the board will enter executive session to discuss pending litigation and invite the Town Attorney. The executive session began at 7:24 pm.

At 7:49 pm, the board ended executive session and continued the meeting. The following resolutions were adopted:

Resolution # 33-2024 on motion of Councilman Giordiano second by Councilman Kozloski rescinding Resolution # 25-2024. Adopted Vote: 5 Yes

Resolution # 34-2024 on motion of Councilwoman Scannapieco, second Councilman Espel to accept the stipulation of conditional discontinuance in Town of Catskill v NY-32 Realty Group Inc. and 4880 Route Group Inc. and if payment is not made by April 15, 2024, this resolution is nullified. Adopted Vote: 5 Yes

With no further business, a motion to adjourn the meeting was made by Councilman Giordiano, second Councilwoman Scannapieco. The meeting ended at 7:50 pm.

Respectfully submitted,

Elizabeth Izzo
Town Clerk

Dear Dale, Town Supervisor, 3/8/24

I want to thank you and the town + village of Catskill for sponsoring my cat for this year's event. I am excited + appreciate of this wonderful opportunity

Thanks again +
God Bless
Priscilla Dilanti
Zortangle Garden Cat



Department of Public Service

Three Empire State Plaza, Albany, NY 12223-1350
www.dps.ny.gov

Public Service Commission
Rory M. Christian
Chair and
Chief Executive Officer

Diane X. Burman
James S. Alesi
John B. Howard
David J. Valesky
John B. Maggione
Commissioners

March 18, 2024

Dear Community Leader/Elected Official:

On April 16, 2021, New York enacted the Comprehensive Broadband Connectivity Act of 2021, which directed the Public Service Commission (Commission) to prepare an annual study of the availability, reliability, and cost of high-speed broadband service in New York State. On June 16, 2022, the Commission released its first interactive broadband map and report. The Commission released its second report on June 29, 2023.

In preparation for the 2024 map and report, the Commission invites public comment regarding the availability, affordability, and adoption of residential and commercial broadband internet access across New York State. The purpose of the report is to ensure that all New Yorkers have the necessary access to affordable broadband service.

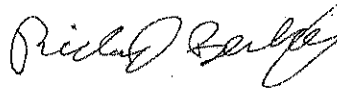
Topics for public comment include but are not limited to:

- Locations where broadband service with at least 25 megabits per second (Mbps) downstream and 1 Mbps upstream is not available as well as identification of barriers that limit broadband availability;
- Locations where the offered download speed is greater than 25 Mbps but less than 100 Mbps downstream;
- Locations where there is only one broadband internet service provider; and
- Locations where broadband internet service is too costly for some consumers or businesses, and the size of the cost barriers.

To ensure full public participation, the Commission will hold virtual public statement hearings on **March 27, 2024** to solicit input and comments from your community regarding the annual study. The enclosed announcement provides detailed information on how to participate in the hearings and how to submit comments. Information regarding the case, including instructions for digitally submitting a comment, can be found at www.dps.ny.gov. From the homepage, click on "Search," and enter the associated case number (22-M-0313) in the "Search by Case Number" field. For information about the study and survey, visit <https://mapmybroadband.dps.ny.gov>.

I would appreciate your assistance with informing your constituents about the public statement hearings and encouraging them to provide comments. It is the Commission's intent to facilitate and encourage active and meaningful participation throughout all its proceedings. We hope you will consider joining us.

Regards,

A handwritten signature in cursive script, appearing to read "Richard Berkley".

Richard Berkley
Consumer Advocate and Director
Office of Consumer Services

Enc.

STATE OF NEW YORK
PUBLIC SERVICE COMMISSION

CASE 22-M-0313 - In the Matter of the Commission's Broadband Study and Mapping Pursuant to the Broadband Connectivity Act.

NOTICE OF PUBLIC STATEMENT HEARINGS
AND REQUESTING PUBLIC COMMENTS

(Issued March 5, 2024)

On April 16, 2021, the Governor and Legislature enacted the Comprehensive Broadband Connectivity Act of 2021 (the Act), which amended the Public Service Law by adding a new §224-c that directs the Public Service Commission (Commission) to study, on an annual basis, the availability, reliability, and cost of high-speed broadband service in the State to ensure that all New Yorkers have the necessary affordable access going forward. The Act also requires the Commission to submit a report of its findings and recommendations to the Governor, the President Pro Tempore of the Senate, and the Speaker of the Assembly. The Commission released its first report on June 16, 2022, and its second report on June 29, 2023, and is preparing its third annual report.

Accordingly, public comment is requested concerning the availability, reliability, and affordability of residential and commercial broadband internet access services in the State of New York. Two virtual public statement hearings will be held to obtain public comment on these topics. Public comment, and especially the personal experience of commenters, should address topics including, but not limited to:

- Locations where broadband internet service with at least 25 Megabits per second (Mbps) downstream and

1 Mbps upstream is not available, and what barriers are in place that limit its availability;

- Locations where the offered download speed(s) of internet service are greater than 25 Mbps but less than 100 Mbps downstream;
- Locations where there is only one broadband internet service provider;
- Locations where broadband internet service is too costly for some consumers or businesses, and the size of the cost barriers.

Public comment is requested from individuals; internet service providers; labor organizations; public safety organizations; and healthcare, educational, agricultural, and other businesses and organizations.

Each public statement hearing will be preceded by a brief informational session at which Department of Public Service (Department) staff will outline the Department's information gathering process.

All New York State residents, whether or not they make statements at the hearings, are strongly encouraged to participate in the Department's data gathering project by completing a broadband speed test and survey available at <https://mapmybroadband.dps.ny.gov>. This survey may be completed online at home, on cell phones, or at local libraries with internet access. New York State residents unable to take the survey online due to lack of connectivity should contact the Department's toll-free hotline at 1-855-NYBBMAP (1-855-692-2627) to request that a paper version of the survey be sent to their homes with a return envelope and pre-paid postage.

PLEASE TAKE NOTICE that two public statement hearings will be held virtually before the assigned Administrative Law Judge (ALJ), as follows:

1. **DATE:** Wednesday, March 27, 2024
 TIME: 1:00 p.m.

Electronic Access: <https://signin.webex.com/join>

Event Number: 2339 710 6416

Password: MAR27-1pm

Phone-Only Access: 1-518-549-0500

Access Code: 2339 710 6416

Password: 62727018

2. **DATE:** Wednesday, March 27, 2024
 TIME: 6:00 p.m.

Electronic Access: <https://signin.webex.com/join>

Event Number: 2330 110 4837

Password: MAR27-6pm

Phone-Only Access: 1-518-549-0500

Access Code: 2330 110 4837

Password: 62727068

Those wishing to comment on any aspect of this proceeding will have the opportunity to make a statement on the record at the virtual public statement hearings. **Any person wishing to provide a public statement must pre-register by 4:30 p.m. on Monday, March 25, 2024.**

To pre-register and participate electronically:

This option is for participants who would like to provide a statement and will log in to the hearing electronically. Participants must pre-register by **4:30 p.m. on Monday, March 25, 2024**. When pre-registering, participants must click on <https://signin.webex.com/join> then enter the event

number for the hearing, then click "Continue" and then "Register" and then provide the requested information.

When logging in to the hearing on the appropriate date and time, participants should click on <https://signin.webex.com/join>, enter the appropriate meeting number for the hearing, and input the webinar password listed above. Participants will be asked to "select audio system." It is recommended that participants opt to have the system "call me" or "call using computer." The "call me" option will require participants to enter their phone numbers.

To pre-register and to participate by phone:

This option is for participants who are unable to log in to the hearing electronically, but who wish to participate by phone. Call-in participants wishing to make a statement must pre-register by **4:30 p.m. on Monday, March 25, 2024**, by calling **1-800-342-3330**, where they should follow prompts to the appropriate hearing and provide the following information: first name and last name, address, and phone number.

On the appropriate day and time of the hearing, call-in users should dial **518-549-0500** and enter the appropriate access code and phone-in password listed above to join the hearing.

All participants will be muted upon entry into the hearing. The ALJ will call upon each person who has registered to speak. The ALJ will continue the hearing until everyone wishing to speak has been heard or other reasonable arrangements have been made to include their comments in the record. Time limits may be set for each speaker as necessary to afford all attendees an opportunity to be heard. It is recommended that lengthy comments be submitted in writing and summarized for oral

presentation. A verbatim transcript of the hearing will be made for inclusion in the record of this case.

To listen to the hearings:

This option is for those who wish to listen only, without making a statement. Pre-registration is not required for this option.

The hearings will be livestreamed on the internet and available for viewing on the Department's YouTube channel on the date and at the times listed above. To access the YouTube channel, visit the Department's website, www.dps.ny.gov, and click on the YouTube icon at the bottom of the homepage. In addition, any person without internet access may listen to the hearings by phone by calling **1-518-549-0500** and entering the applicable access code and phone-in password.

Persons with disabilities requiring special accommodations should call the Department's Human Resources Management Office at 518-474-2520 as soon as possible. TDD users may request a sign language interpreter by placing a call through the New York Relay Service at 711. Individuals with difficulty understanding or reading English are encouraged to call the Department at 1-800-342-3377 for free language assistance services regarding this Notice.

Other Ways to Comment:

For those who cannot attend or prefer not to speak at the public statement hearings, there are several other ways to provide your comments. Comments should refer to "Case 22-M-0313." **Although comments may be provided throughout the pendency of this proceeding, they are requested by April 10, 2024.**

Internet or Mail: Go to www.dps.ny.gov, click on "File Search" (located under the heading "Commission Files"),

enter "22-M-0313" in the box labelled "Search by Case Number," and then click on "Post Comments" located at the top right of the page.

Alternatively, comments may be mailed to the Hon. Michelle L. Phillips, Secretary, New York State Public Service Commission, Three Empire State Plaza, Albany, New York 12223-1350.¹ All written comments will become part of the record considered by the Commission and may be accessed on the Department's website by searching the case number, as described above, and clicking on the "Public Comments" tab.

Toll-Free Opinion Line: Individuals may submit comments by calling the Commission's Opinion Line at 1-800-335-2120. This number is set up to take in-State calls 24-hours a day. These calls are not transcribed verbatim, but a summary is provided to the Commission.

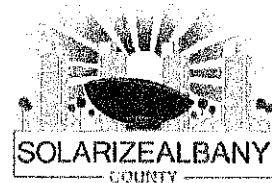
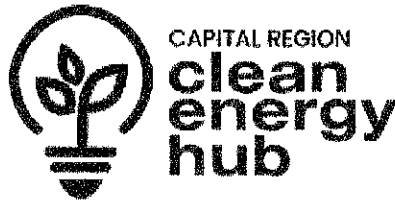
(SIGNED)

MICHELLE L. PHILLIPS
Secretary

¹ Filing electronically is strongly encouraged.

March 14, 2024

The Honorable Patrick McCulloch
Office of the Supervisor
Town of Catskill
439 Main St, 2nd Floor
Catskill, NY 12414



Dear Supervisor McCulloch,

We hope this letter finds you in good health and spirits. We're writing on behalf of the Capital Region Clean Energy Hub, a NYSERDA initiative to expand clean energy options, and Solarize Albany, a non-profit organization dedicated to renewable energy, especially solar energy.

Today, we are excited to introduce you to **Capital Region Community Solar**, a program to bring the benefits of clean, renewable energy directly to our communities in the Capital Region. Supported by PowerMarket, this program is specifically designed to provide residents, particularly those in state-designated Disadvantaged Community (DAC) areas, with savings of up to 10 percent on utility bills while supporting clean energy through community solar.

By participating in a community solar campaign, the Town of Catskill has an opportunity to **secure time sensitive NYSERDA Clean Energy Communities grant funding**. If you have any questions about these grants, please contact Tara Donadio, Capital District Regional Planning Commission (CDRPC) at tara.donadio@cdrpc.org or 518-453-0850 x26. Together, we can help you maximize these grants for the benefit of the Town.

We propose two optional pathways for collaboration with the Town of Catskill:

- **Municipality-Led Outreach:** If the Town of Catskill chooses to participate, we will work with you to craft and mail a tailored letter from the Town to the approximately 2,729 DAC households in the Town, at no cost to you. Enclosed is a draft letter for your review and consideration.
- **Direct Outreach:** Should you prefer, we are ready to independently send letters to households offering Catskill residents a community solar option. We are more than happy to include information or a quote from your office to demonstrate direct municipal support for the campaign, which can significantly bolster local engagement.

We kindly ask for your response by April 5, 2024 to express your interest in this partnership. Earth Day offers a prime opportunity to launch your campaign. Priority will be given to early responders, so we recommend acting quickly.

Please don't hesitate to contact Bill Reinhardt at (518) 328-4SUN or solarizealbany@gmail.com to discuss this opportunity further. Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Susan Cotner".

Susan Cotner
Executive Director, Affordable Housing Partnership
Lead Coordinator, Capital Region Clean Energy Hub

A handwritten signature in black ink, appearing to read "William Reinhardt".

William Reinhardt
Co-Director
Solarize Albany

NOTICE OF PLANNING BOARD PUBLIC HEARING

VILLAGE OF CATSKILL

Please take notice that the Planning Board of the Village of Catskill, Greene County, New York will hold a public hearing on **March 25, 2024**, at 6:30 PM at the Senior Citizens Center, 15 Academy Street, Catskill. The public hearing is for the purpose of upgrading a 2-family unit to a 4-family unit for 61 Thompson St.

Members of the public can be heard on the application at the public hearing or may submit written comments to the Village Clerk at 422 Main St., Catskill, New York, or by email to codes@villageofcatskillny.gov no later than 11:00AM on the date of the meeting. Please reference the street address above.

The application materials are on file with the Village of Catskill and are available for public inspection during normal business hours.

THIS WILL BE THE ONLY NOTICE OF THIS PUBLIC HEARING.

By order of the Board

Gil Bagnell, Chairman

Village of Catskill Planning Board

Proposals to the Town Board.

To: Catskill Town Supervisor and Planning Board Members

From: Vitaliy Bobkov, Community Member, Businessman, and Score SBA Mentor

Subject: Recommendations for Streamlining Planning Board Procedures

Introduction:

This proposal outlines my observations and suggestions for enhancing the efficiency and transparency of the Catskill Planning Board's review process. The aim is to create a more user-friendly experience for both applicants and reviewers, ultimately fostering a more business-friendly environment.

Current Challenges and Concerns:

- **Confusing and complex application process:** Applicants find the application process confusing and overwhelming, leading to frustration and delays.
- **Multiple denials and rescheduling:** Projects often require numerous meetings and revisions before receiving even tentative pre-approval. Causing unnecessary stress and time loss.
- **Unclear communication of requirements:** Applicants struggle to understand what information and documentation are necessary for each stage of the review process.
- **Limited communication options:** The current system primarily relies on in-person interactions, limiting online accessibility and flexibility. Which proved to be a key factor during situations like Covid

Proposed Solutions:

1. **Digitize Application Forms:**
 - Convert paper forms to fillable PDFs for online completion, signing, and submission.
2. **Simplify Information Requests:**
 - **Forms required:** Instead of applicants marking on forms what they consider necessary, the Board should explicitly list required documents for each project type, ensuring compliance with regulations.
 - **Online checklists and explanations:** Develop interactive checklists with relevant regulations linked to each requirement for applicant reference.
3. **Enhance Online Accessibility:**
 - Implement an online portal for applicants and Board members to track application progress, review documents, and submit comments.
 - Utilize online mapping tools (e.g., GIS maps, Google Earth) to enhance visualization and communication of project details.
 - Automate property deed verification using existing mapping technologies.
4. **Enable Online Communication:**
 - Establish online communication channels beyond email submissions to the secretary, allowing for efficient information exchange and collaboration.

5. Streamline Licensed Professional Involvement:

- Offer detailed guidelines on the specific information the Board expects from licensed professionals involved in project applications.

6. Consider Applicant-Generated Materials:

- Consider accepting applicant-prepared materials if they meet all necessary requirements. Including accepting readily available digital materials (e.g., property boundaries, satellite images)

Benefits:

- **Increased Efficiency:** Streamlined processes will save time and resources for both applicants and the board, will expedite reviews and reduce unnecessary delays.
- **Improved Transparency:** Clearer communication and online access will enhance transparency and public engagement. Clear documentation and online access will improve understanding and reduce confusion for all parties involved.
- **Enhanced User Experience:** A user-friendly online system will reduce frustration and improve the overall experience for applicants.
- **Reduced Burden on Applicants:** Simplified procedures and clear communication will minimize stress and frustration for applicants, especially new businesses. A more efficient and transparent review process will attract investment and foster economic growth.

Conclusion:

Modernizing the Planning Board's review process can significantly benefit the community by fostering efficiency, transparency, and increased accessibility.

As an example, reducing unnecessary complexities and costs could encourage investment in new housing development. Which we do know lacking an "affordable housing".

I would be glad to clarify all of the points in more details, as well as share my IT experience if desired.

Thank you for your attention to this matter,

Vitaliy Bobkov

518-678-9643 Drvit20@gmail.com



**Environmental
Facilities Corporation**

**Department
of Health**

**New York State Revolving Fund
ARCHITECTURAL/ENGINEERING
SERVICES PROCUREMENT FOR
ENVIRONMENTAL FACILITIES
CORPORATION FUNDED PROJECTS**

Effective June 1, 2023

**New York State Environmental Facilities Corporation
625 Broadway, Albany, NY 12207-2997
P: (518) 402-6924
www.efc.ny.gov**

ARCHITECTURAL/ENGINEERING SERVICES PROCUREMENT FOR SRF FUNDED PROJECTS

****Applies to CWSRF and DWSRF****

Municipalities requesting financing for A/E services must procure A/E services in accordance with certain qualifications-based requirements. This guidance document describes the types of services that are considered A/E services and how these A/E services must be procured.

Please Note: This guidance document applies to **all projects** financed by the Environmental Facilities Corporation (“EFC”) whose A/E services are procured *after* 10/1/2022.¹

If a municipality is seeking project financing for A/E services that were not procured pursuant to this guidance document, EFC will only finance such A/E services if:

1. The procurement occurred *before* 10/1/2022;
2. A financing application is submitted for the project prior to June 16, 2023; and
3. A project finance agreement is entered into for the financing of such project prior to October 1, 2024.

What types of services are covered A/E services?

Contracts for program management, construction management, feasibility studies, preliminary engineering, design, engineering, surveying, mapping, or A/E services as defined in 40 U.S.C. 1102(2)(A-C):

(A) professional services of an architectural or engineering nature, as defined by state law, if applicable, that are required to be performed or approved by a person licensed, registered, or certified to provide the services described in this paragraph;

(B) professional services of an architectural or engineering nature performed by contract that are associated with research, planning, development, design, construction, alteration, or repair of real property; and

(C) other professional services of an architectural or engineering nature, or incidental services, which members of the architectural and engineering professions (and individuals in their employ) may logically or justifiably perform, including studies, investigations, surveying and mapping, tests, evaluations, consultations, comprehensive planning, program management, conceptual designs, plans and specifications, value engineering, construction phase services, soils engineering, drawing reviews, preparation of operating and maintenance manuals, and other related services.

¹ A municipality that entered into a project finance agreement with EFC before October 1, 2022, should reach out to EFC to discuss any new procurement of A/E services.

How must A/E services be procured?

Municipalities must procure A/E services pursuant to the provisions of 40 U.S.C. 1101 *et seq.* In general, these require:

- (i) Public announcement of the solicitation (e.g., a Request for Qualifications);
- (ii) Evaluation and ranking of the submitted qualifications statements based on established, publicly available criteria (e.g., identified in the solicitation). Evaluation criteria should be based on demonstrated competence and qualification for the type of professional services required (e.g., past performance, specialized experience, and technical competence in the type of work required);
- (iii) Discussion with at least three firms to consider anticipated concepts and compare alternative methods for furnishing services;
- (iv) Selection of at least three firms considered to be the most highly qualified to provide the required services; and
- (v) Contract negotiation with the most highly qualified firm to determine compensation that is fair and reasonable based on a clear understanding of the project scope, complexity, professional nature, and the estimated value of the services to be rendered. In the event that a contract cannot be negotiated with the most highly qualified firm, negotiation continues in order of qualification.

How does the municipality show compliance with the federal A/E procurement requirements?

Municipalities will be required to execute an EFC Certification for Architectural/Engineering Services Procurement for Federally Funded Projects in the form attached to this guidance ("Certification"). The Certification must be signed by an authorized representative of the municipality. It cannot be signed by a hired contractor or consultant.

What if the municipality does not generate interest from at least three firms?

A procurement of A/E services shall be considered in compliance even when the municipality does not generate three responses so long as the municipality made a good faith effort to publicly advertise and directly solicit participation.

What A/E documentation does a municipality need to keep?

The Certification and documentation evidencing completion of the procurement steps outlined above are required to be kept on file by the municipality and be made available for inspection upon EFC's request. These documents must be kept for the term of the EFC financing plus 6 years.

Are contract amendments subject to federal A/E procurement requirements?

Significant contractual amendments are subject to this requirement. Significant contractual amendments are amendments to existing contracts that have a value greater than \$100,000 AND introduce a new scope of work or task.

