

Minutes of the Public Hearing and a Regular Monthly Meeting of the Santa Clara Town Board held on Thursday, February 10, 2022 at Saranac Inn, NY Town Hall, at 5:00 P.M.

Roll as follows for the Public Hearing and Regular Monthly Meeting:

Present: Marcel “Mickey” Webb – Supervisor
Andrew McGill – Councilman
Tom Meldrim – Councilman
Richard Lyon – Councilman
John Murray – Councilman
Mike Hill – Special Counsel

Absent: Scott LaMay – Superintendent of Highways

Recording Secretary: Laurie McGill – Town Clerk

Public Hearing called to order at 5:00 P.M. by Supervisor Webb on proposed Local Law 02-2022. Proposed local law is for the purpose of regulating short-term rentals of residential property in the Town of Santa Clara. Supervisor Webb started the public hearing with these remarks:

1. JUST SOME GROUND RULES FOR TONIGHTS MEETING
 - A. PLANNING BOARD CHAIR, SCOTTIE ADAMS WILL GIVE AN OVERVIEW OF THE PROPOSED SHORT TERM RENTAL RULES THAT THE PLANNING BOARD IS RECOMMENDING.
 - B. WE WILL NOT TAKE ANY QUESTIONS FROM THE PUBLIC DURING THIS PRESENTATION BUT IF YOU WISH TO SPEAK CONCERNING PART OR ALL OF THESE RECOMMENDATIONS PLEASE SIGN UP AND YOU WILL BE GIVEN 3 MINUTES TO QUESTION OR MAKE YOUR STATEMENT, PRO/CON OR JUST QUESTIONS.
 - C. ALL COMMENTS/STATEMENTS BY THE PUBLIC SHOULD BE DIRECTED TO THE TOWN BOARD WHO WILL MAKE THE FINAL DECISION ON WHAT EVER RULES ARE FINALLY ADOPTED.
 - D. UNDER NO CIRCUMSTANCE WILL REMARKS BE ALLOWED FROM ONE SPEAKER TO ANOTHER. THIS IS NOT A PUBLIC DEBATE BUT AN OPPORTUNITY FOR THE PUBLIC TO INFORM THE TOWN BOARD OF YOUR FEELING ABOUT THIS TOPIC.
 - E. THE TOWN BOARD WILL NOT BE VOTING ON THI ISSUE THIS EVENING AS WE WILL NEED TIME TO DIGEST THE PUBLIC RESPONSE BOTH GIVEN ORALLY OR SUBMITTED IN WRITING. TO THAT END WE WILL EXTEND THE PUBLIC COMMENT PERIOD UNTIL 5 P.M. ON FEBUARY 24th TO TAKE ANY ADDITIONAL COMMENTS EITHER BY E-MAIL OR USPS MAIL TO THE TOWN CLERK. WHO WILL FORWARD THE COMMENTS TO THE FULL TOWN BOARD, PLANNING BOARD AND SPECIAL COUNSEL.
 - F. FINALLY THANK YOU FOR YOUR PARTICIPATION IN THIS IMPORTANT ENDEAVOR OF THE TOWN AND FOR YOUR UNDERSTANDING OF THE PROCESS AND THE NEED FOR RULES FOR TONIGHT’S MEETING.

THE SANTA CLARA TOWN BOARD

Scottie Adams, Chairperson of the Town of Santa Clara Planning Board, gave a brief power point presentation on how the Planning Board arrived at the proposal that has been presented to the Town Board.

Town of Santa Clara

Short Term Rental Regulations

Considerations

- Environment - minimize detrimental effects
- Neighbors - facilitate communications, preserve character
- Renters - Safe experience

Environmental - Septic

- Inspection
- Affidavit of functionality
- Septic pumped within ?? years
- DOH Regulations Appendix 75-A.6, Table 3

Number of Bedrooms	Minimum Tank Capacity (gallons)	Minimum Liquid Surface Area (sq. ft.)
1, 2, 3	1,000	27
4	1,250	34
5	1,500	40
6	1,750	47

NOTE: Tank size requirements for more than six bedrooms shall be calculated by adding 250 gallons and seven square feet of surface area for each additional bedroom. A garbage grinder shall be considered equivalent to an additional bedroom for determining tank size.

Environmental - Invasive Species

- Good neighbor policy booklet
- Include invasive species information
- Include boat inspection information
- "Watercraft must comply with aquatic invasive species prevention compliance with "Clean, Drained, and Dry (or decontaminated) boat launching standards and NYS Environmental Conservation Law. All watercraft arriving from a different water-body and not already determined to be in compliance, and tagged "ADK Clean", should be assessed by a Watershed Steward Inspector, for example, at the nearby NYS DEC Upper Saranac Lake boat launch."
- Link to USF website on registration page

Neighborhood – Communications

- Local contact
- Good Neighbor policy booklet

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- Occupancy
- Parking
- Quiet hours
- Dog Ordinance
- Fireworks Ordinance
- Trash
- Common Sense and Courtesy

Neighborhood Restrictions

- No commercial events
- No corporate events
- Quiet hours

Renter Safety

- Smoke detectors
- Carbon monoxide detectors
- Fire extinguishers
- Visible reflective 911 addresses
- Fire and rescue
- Bedrooms - 2 exits to the outside NYS Law

Registration Requirements

- EXAMPLE

- Application
- Site Plan
- Insurance Certificate
- Deed
- Proof of Septic Inspection
- Proof of paid taxes
- Fee Registration

Fees per Year-

EXAMPLE • Studio/efficiency \$200

- 1-2 bedrooms \$200
- 3-5 bedrooms \$500
- 6-8 bedrooms \$800
- 9+ bedrooms \$1500

Implementation

EXAMPLE • On line registration

- One year grace period

Planning Board Meetings on STR

- 2019 - 3
- 2020 - 11
- 2021 – 15
- 2022 - 1

Planning Board Meetings on STR

- September 2019 - first introduced
- June 2020 - first draft completed

PUBLIC HEARING AND REGULAR MEETING, TOWN OF SANTA CLARA, February 10, 2022

- June 2021 - draft to Town Board
- 30 meetings
- All advertised
- All minutes on line for public access at townofsantaclara.com

Public comments were heard from the following:

Joe Minkos
Barbara Franklin
Elizabeth McLanahan
Brian Kelahan
Jay Laird
John Collins attorney for a Back Bay Assoc. resident
Bob Lawyer attorney for Camp Iroquois
Greg Decker Colgate University Camp
Nancy LaBombard
Art Veino
Mark Gitlitz

Written comments have been received and are being reviewed by the Town Board.

All those wishing to make oral or written comments having been heard, the Public Hearing was adjourned at 5:59 P.M. on the motion of John Murray, seconded by Rick Lyon. All members voting Aye. Motion carried.

Regular monthly meeting called to order by Supervisor Webb at 6:04 P.M.

Motion by Andy McGill, seconded by John Murray to dispense with the reading of the minutes of the previous meeting. All members voting Aye. Motion carried. Motion by Rick Lyon, seconded by John Murray to accept the minutes. All members voting Aye. Motion carried.

2021 Financial Statement - The Town's Annual Financial Report for 2021 is ready to be submitted to New York State. The Board all received a copy and reviewed the report. On a motion by Rick Lyon, seconded by Andy McGill the financial report for 2021 was approved. All members voting Aye. Motion carried.

Cedarwood Engineering Services PLLC contract for post-closure monitoring of the landfill for 2022 has been received. On a motion by Rick Lyon, seconded by Tom Meldrim the Board approved the contract. All members voting Aye. Motion carried.

Proposed Local Law 02-2022 Short Term Rental Regulations – The Board has extended the written comment period to February 24, 2022 at 5 P.M. The Town Board members will individually study the comments received both orally and written. Once the deadline is met for written comments the Board will decide to either discuss the proposed law at the next Board meeting or have a Special Workshop to go over the comments and the proposal. The Board is not in any way ready to adopt the law as proposed at this time.

Regular Meeting for March is set for March 10, 2022, 6:00 P.M. at the Town Hall.

Open Discussion

Joe Minkos made suggestions to the Town Board on how they should prioritize the comments on the proposed local law.

Good of the Town

Tom Meldrim thanked the Board and the Town Clerk for appointing him to the Board and for all the assistance he has received to learn the governmental processes of the Town.

Scott LaMay, Highway Superintendent, reported the he has ordered the 2022 Gas 3500 RAM pickup truck for the price of \$49,710.00. A plow for it will be purchased in the fall. The highway department has been keeping up with the snow removal. The banks have been cut and pushed back. The sand pile is holding up well.

General Fund vouchers No. 24 to 42 in the amount of \$14,819.87 and Highway Fund vouchers No. 10 to 17 in the amount of \$9,515.55 were audited by the Board. Motion by Rick Lyon seconded by John Murray to approve vouchers and pay audited vouchers. All members voting Aye. Motion carried.

Executive Session to discuss litigation. On a motion by Rick Lyon, seconded by Andy McGill the Board moved to go into executive session with special counsel at 6:39 P.M. All members voting Aye. Motion carried.

Return from Executive Session. On a motion by Rick Lyon, seconded by Andy McGill the Board moved to return from executive session with special counsel at 7:21 P.M. All members voting Aye. Motion carried.

Motion to adjourn at 7:22 P.M. made by Tom Meldrim, seconded by Rick Lyon. All members voting Aye. Motion carried.