

**Village Board
Meeting Minutes of
February 7, 2017**

Present: Mayor Lee, Trustees, Burritt, Gates, Speer, Zabelny
Village Manager/Clerk, Shari Pearce
Village Treasurer, Maryalice Edwards
DPW Superintendent, Mike McHenry
Code Enforcement Officer, Mike Lissow
Deputy Clerk, Amy Harter

Guests: Tom Venniro

Mayor Lee called the meeting to order at 5 p.m. with the pledge of allegiance followed by a moment of silence.

Recreation Report

Tom Venniro reported there was excellent participation at Winter Fest. The event was moved to the Community Center due to the lack of snow. Tom updated the board on the scheduled events for February.

Code Enforcement

ZBA Training: Mike Lissow is seeking authorization to send member Shelly Kordish to the Monroe County Department of Planning and Zoning Land Use Decision Making Training program. This session is being held at Monroe Community College and satisfies the required training of four hours by New York State.

Resolution to authorize Shelly Kordish to attend the Monroe County Department of Planning and Zoning Land Use Decision Making Training program on March 28th at a cost of \$40. Motion made by Trustee Speer, seconded by Trustee Zabelny. Carried unanimously, 5-0.

Carnival: The Hilton Fire Department is seeking permission the use Village Streets on July 12th and July 13th for the Kiddie and Grand parades, and the use of 135 South Avenue during July 12th - July 15th for their annual carnival.

Resolution to allow the Hilton Fire Department the use of Village Streets on July 12th and July 13th for the Kiddie and Grand parades, and the use of 135 South Avenue during July 12th - July 15th for their annual carnival. Motion made by Trustee Gates, seconded by Trustee Zabelny. Carried unanimously, 5-0.

ZBA Training: Mike Lissow recommends sending five ZBA members to the NYPF conference March 26th – 28th in Saratoga Springs. This satisfies the four hours of required training per year. Debbie Jones and Shelly Kordish will not be attending this year. This approval includes Mike Lissow.

Resolution to authorize up to five members to of the Zoning Board of Appeals to attend the New York Planning Federation conference March 26th – 28th in Saratoga Springs. Motion made by Trustee Speer, seconded by Trustee Zabelny. Carried unanimously, 5-0.

Stormwater Collation: Mike Lissow explained the General Permit that the Towns and Village work under is expiring. There are numerous mandates from the EPA that are not feasible for the towns and villages. These proposals do not improve the water quality and are expensive. Therefore the committee is disputing some of the requirements. This renewal process has been delayed for one year due to personnel changes. There is an executive meeting this Thursday.

Dog code: Mike Lissow is suggests issuing a Special Use Permit for applicants to exceed the maximum number of three dogs and those permits shall be reviewed after five years. He also asked the board to consider a process for those that currently have more than three dogs. A Public Hearing held at the March meeting for this item.

ECODE: Mike Lissow has been working on the documents that have need clarification for the Village attorney. So far, 10 sections of code have been sent to him for his review.

Treasurers Report

Maryalice Edwards updated the board on her workload. She will begin the budget worksheets next week.

Superintendent Report

Community Center: Mike McHenry met with Scott Copey from MRB; there is a general understanding of the direction the board is going in. Next year's budget will include cost of electric service and panels to upgrade the building.

Carter Drive Culvert Replacement: Mike McHenry provided the SEQR information for the board's review.

Resolution to authorize Mayor Lee to sign Part 1 of the SEQR form. Motion made by Trustee Speer seconded by Trustee Gates. Carried unanimously, 5-0.

Resolution to approve the Determination of Environmental Significance, Motion made by Trustee Speer, seconded by Trustee Gates. Carried unanimously, 5-0.

Resolution to approve the application to the US Army Corps of Engineers and to be signed by Mayor Lee. Motion made by Trustee Speer, seconded by Trustee Zabelny. Carried unanimously, 5-0.

Resolution to authorize Mike McHenry and Doug Jock to renew their NYS Class D water licenses. The cost is \$40 each and is held on 2/16/17 in Batavia. Trustee Zabelny made the motion, seconded by Trustee Burritt. Carried unanimously 5-0.

DPW: Mike McHenry presented a labor graph that depicts the breakdown of work done by each employee in 2016. Mike also mentioned there are six employees with perfect attendance. A general discussion followed.

Stops Signs: Monroe County Department of Planning returned their comments regarding the application submitted. They have determined this is a local matter. Mike McHenry reported the cost of these signs is approximately \$1200.

Resolution to approve Local law #1, 2017 to make the following intersections all way stops: Motion made by Trustee Speer, seconded by Trustee Zabelny. Carried unanimously 5-0.

1. Mockingbird and Short Hills Drive
2. Short Hills Drive and Sunny Slope Drive
3. Underwood Avenue and Orchard Street

Public Forum

Mayor Lee declared the Public Hearing open at 6:00 p.m. There being no one present, Mayor Lee closed the Public Hearing at 6:01 p.m.

Managers' Report

HDK: This matter is still ongoing. The property owner he has hired new legal representation to speed up the process.

2017 Community Development Grant: Mike McHenry recommends we apply for sidewalk replacement on Sunny Slope Drive. This area was listed as a low income area and has the most potential to be awarded. The board agreed with his proposal and agreed to begin completing the grant application process.

Resolution to authorize the DPW Superintendent to apply for the 2017 CDBG. The Village Board will act as lead agent and hereby declares the proposed action will not result in any significant adverse environmental impacts. Motion made by Trustee Speer, seconded by Trustee Gates. Carried unanimously, 5-0.

Resolution to accept the Community Development Block Grant in the amount of \$ 32,000.00 for the 2015 Community Center Upgrades and to authorize Mayor Lee to sign the contract documents with the county. Motion made by Trustee Speer seconded by Trustee Gates, Carried unanimously, 5-0.

Resolution to accept the Community Development Block Grant in the amount of \$ 72,190.00 for the Sidewalk and Gutter replacement (2016) and to authorize Mayor Lee to sign the contract documents with the county. Motion made by Trustee Speer seconded by Trustee Gates, Carried unanimously, 5-0.

Community Center and Recreation budget: There was a discussion about their budget and use of the building. A meeting is scheduled on 2/9 at 12 pm with Mayor Lee, Shari Pearce and Tom Venniro.

Special Police: Trustee Burritt reported five candidates are being sworn in at the Town Board meeting this evening. Uniform fittings will be done as well. Four candidates will be attending the academy, one is certified. They are subject to annual training.

Post Office: Shari Pearce reported a reimbursement check has been received for the legal fees and the rents have been satisfied.

Legislative meeting: Shari Pearce and Maryalice Edwards are attending the Legislative meeting in Albany, February 12th – 14th. They will be meeting with Senator Robach and Assemblyman Peter Lawrence to discuss the Governor's proposal for dissolution.

Workers Comp: The Chairman of the board has resigned. A new Chairperson will be selected. Shari Pearce has been chosen to become the Treasurer for the program.

Time Warner: The franchise agreement expires in June 2017. Spectrum has taken over the company. Shari Pearce has spoken to Chris Mueller at Spectrum to begin discussions on negotiating the renewal process.

Budget: Shari is seeking authorization to hold three special meetings for the purpose of reviewing the proposed budget for the fiscal year 2017-18. The meeting dates are March 16th, 21st and 23rd.

Resolution to authorize Shari Pearce to advertise 3/16 at 5:00 pm, 3/21 at 6:00 pm and 3/23 at 6:00 pm, motion made by Trustee Zabelny, seconded by Trustee Speer. Carried unanimously, 5-0.

Vouchers

Resolution to approve the vouchers with the following additions: MRB \$3286.65, Town of Parma \$8643.49, Parmenter Tires \$194.84, \$6500.00 Raymond Wager, SGM \$26.50, Tops \$8.77. Motion made by Trustee Speer seconded by Trustee Zabelny, Carried unanimously, 5-0.

Prepaid	\$ 11,429.96
T&A	\$ 24,563.05
General	\$141,954.61
Water	\$ 36,395.90
Sewer	\$ 3,954.65
Total	\$218,298.17

Minutes

Trustee Zabelny made the motion to approve the minutes of January 3, 2017 as written, seconded by Trustee Burritt. Carried 4-0-1. Trustee Gates absent, abstained.

Reports

Trustee Speer gave his report.

Adjournment

There being no further business, Trustee Speer motioned to adjourn the meeting at 7:04 p.m. seconded by Trustee Zabelny. Carried unanimously, 5-0.

Respectfully Submitted,

Amy Harter, Deputy Clerk

VILLAGE OF HILTON
CARTER DRIVE CULVERT REPLACEMENT

SEQR RESOLUTION - DETERMINATION OF ENVIRONMENTAL SIGNIFICANCE

WHEREAS, the Village of Hilton Village Board of Trustees (hereinafter referred to as Village Board) has reviewed the SEQR Short Environmental Assessment Form (EAF) Part 1, prepared by the MRB Group (hereinafter referred to as Village Engineer) on the above referenced Carter Drive Culvert Replacement Project (hereinafter referred to as Action); and

WHEREAS, the Village Board determines that said Action is classified as an Unlisted Action under Part 617 of the State Environmental Quality Review (SEQR) Regulations; and

WHEREAS, the Village Board has determined that the proposed development is subject to a single agency review pursuant to Part 617.6(b) (4) of the SEQR Regulations; and

WHEREAS, the Village Board determines that it is the most appropriate agency for making the determination of significance thereon under the SEQR Regulations; and

WHEREAS, the Village Board has given consideration to the criteria for determining significance as set forth in Section 617.7(c) (1) of the SEQR Regulations and the information contained in the Short Environmental Assessment Form Part 1; and

WHEREAS, the Village Board has completed Part 2 and Part 3 of the Short Environmental Assessment Form; and

NOW, THEREFORE BE IT RESOLVED that the Village Board does hereby designate itself as lead agency for the proposed development above herein; and

BE IT FURTHER RESOLVED that the Village Board has reasonably concluded the following impacts are expected to result from the proposed Action, when compared against the criteria in Section 617.7 (c):

- (i) there will not be a substantial adverse change in existing air quality, ground or surface water quality or quantity, traffic noise levels; a substantial increase in solid waste production; a substantial increase in potential for erosion, flooding, leaching or drainage problems;
- (ii) there will not be large quantities of vegetation or fauna removed from the site or destroyed as the result of the proposed Action; there will not be substantial interference with the movement of any resident or migratory fish or wildlife species as the result of the proposed Action; there will not be a significant impact upon habitat areas on the site; there are no known threatened or endangered species of animal or plant, or the habitat of such species; or, are there any other significant adverse impacts to natural resources on the site;
- (iii) there are no known Critical Environmental Area(s) on the site which will be impaired as the result of the proposed Action;
- (iv) the overall density of the site is consistent with the Village's Comprehensive Plan land use recommendations;
- (v) the site is not located within an identified archaeological sensitive area and no development is proposed;
- (vi) there will not be an increase in the use of either the quantity or type of energy resulting from the proposed Action;

VILLAGE OF HILTON
CARTER DRIVE CULVERT REPLACEMENT

SEQR RESOLUTION - DETERMINATION OF ENVIRONMENTAL SIGNIFICANCE
(CONTINUED)

- (vii) there will not be any hazard created to human health;
- (viii) there will not be a change in the use of active agricultural lands that receive an agricultural use tax exemption or that will ultimately result in the loss of ten acres of such productive farmland;
- (ix) there will not be a larger number of persons attracted to the site for more than a few days when compared to the number of persons who would come to the site absent the Action;
- (x) there will not be created a material demand for other Actions that would result in one of the above consequences;
- (xi) there will not be changes in two or more of the elements of the environment that when considered together result in a substantial adverse impact; and
- (xii) there are not two or more related Actions which would have a significant impact on the environment.

BE IT FURTHER RESOLVED, based upon the information and analysis above and the supporting documentation referenced above, the proposed Action **WILL NOT** result in any significant adverse environmental impacts.

BE IT FINALLY RESOLVED that the Village Board does hereby make a Determination of Non-Significance on the proposed action, and the Village Mayor is hereby directed to sign the Short Environmental Assessment Form Part 3 making a Negative Declaration as evidence of the Village Board of Trustees determination.

Motion made by Member Spive : Seconded by Member Gates

Dated: 2/7

The above Resolution was duly adopted on 2/7 by the Village of Hilton Village Board of Trustees.

Joseph M. Lee, Mayor
Village of Hilton

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 - Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 - Project and Sponsor Information							
Village of Hilton							
Name of Action or Project: Carter Drive Culvert Replacement							
Project Location (describe, and attach a location map): Carter Drive between Green Lane and Cross Lane							
Brief Description of Proposed Action: Replacement of the existing corrugated metal pipe arch culverts with a pre-cast concrete box culvert and related improvements.							
Name of Applicant or Sponsor: Village of Hilton		Telephone: (585) 392-4144					
		E-Mail: voh@hiltonny.org					
Address: 59 Henry Street							
City/PO: Hilton		State: NY	Zip Code: 14468				
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">NO</td> <td style="text-align: center;">YES</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	NO	YES	<input checked="" type="checkbox"/>	<input type="checkbox"/>
NO	YES						
<input checked="" type="checkbox"/>	<input type="checkbox"/>						
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval: US Army Corps of Engineers, NYS Department of Environmental Conservation - Section 404 Clean Water Act, Stream Disturbance, and 401 Water Quality Certification.			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">NO</td> <td style="text-align: center;">YES</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> </tr> </table>	NO	YES	<input type="checkbox"/>	<input checked="" type="checkbox"/>
NO	YES						
<input type="checkbox"/>	<input checked="" type="checkbox"/>						
3.a. Total acreage of the site of the proposed action?		0.5 acres					
b. Total acreage to be physically disturbed?		0.5 acres					
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		0.5 acres					
4. Check all land uses that occur on, adjoining and near the proposed action.							
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ <input type="checkbox"/> Parkland							

5. Is the proposed action, a. A permitted use under the zoning regulations?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
b. Are public transportation service(s) available at or near the site of the proposed action?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ Project is the replacement of a culvert. Potable water is not required/applicable.	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ Project is the replacement of a culvert. Wastewater treatment is not required/applicable.	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
b. Is the proposed action located in an archeological sensitive area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ <u>Waterbody is a Class C regulated, Unnamed Tributary of Salmon Creek. Project will disturb and repair approximately 1000 square feet of stream bed and banks.</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input checked="" type="checkbox"/> Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
16. Is the project site located in the 100 year flood plain?	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? <input type="checkbox"/> NO <input type="checkbox"/> YES b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: <input type="checkbox"/> NO <input type="checkbox"/> YES _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	

18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ <i>Depending on the weather, temporary impoundment of the stream may be necessary.</i>	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor name: <u>Mayor Joseph M. Lee</u> Date: _____ Signature: _____		

PRINT FORM



Department of
Environmental
Conservation

Office of
General Services

Department
of State



US Army Corps
of Engineers

JOINT APPLICATION FORM

For Permits for activities affecting streams, waterways, waterbodies, wetlands, coastal areas, sources of water, and endangered and threatened species.

You must separately apply for and obtain Permits from each involved agency before starting work. Please read all instructions.

1. Applications To:	
>NYS Department of Environmental Conservation <input checked="" type="checkbox"/> Check here to confirm you sent this form to NYSDEC.	
Check all permits that apply:	<input type="checkbox"/> Dams and Impoundment Structures
<input checked="" type="checkbox"/> Stream Disturbance	<input type="checkbox"/> Tidal Wetlands
<input type="checkbox"/> Excavation and Fill in Navigable Waters	<input type="checkbox"/> Wild, Scenic and Recreational Rivers
<input type="checkbox"/> Docks, Moorings or Platforms	<input type="checkbox"/> Freshwater Wetlands
<input checked="" type="checkbox"/> 401 Water Quality Certification	<input type="checkbox"/> Coastal Erosion Management
	<input type="checkbox"/> Water Withdrawal
	<input type="checkbox"/> Long Island Well
	<input type="checkbox"/> Incidental Take of Endangered / Threatened Species
>US Army Corps of Engineers <input checked="" type="checkbox"/> Check here to confirm you sent this form to USACE.	
Check all permits that apply:	<input checked="" type="checkbox"/> Section 404 Clean Water Act
Is the project Federally funded?	<input type="checkbox"/> Section 10 Rivers and Harbors Act
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, name of Federal Agency: _____	
General Permit Type(s), if known: NWP 3 _____	
Preconstruction Notification: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
>NYS Office of General Services <input type="checkbox"/> Check here to confirm you sent this form to NYSOGS.	
Check all permits that apply:	
<input type="checkbox"/> State Owned Lands Under Water	
<input type="checkbox"/> Utility Easement (pipelines, conduits, cables, etc.)	<input type="checkbox"/> Docks, Moorings or Platforms
>NYS Department of State <input type="checkbox"/> Check here to confirm you sent this form to NYSDOS.	
Check if this applies:	<input type="checkbox"/> Coastal Consistency Concurrence

2. Name of Applicant		Taxpayer ID (if applicant is NOT an individual)	
Mayor Joseph M. Lee c/o Village of Hilton		16-6002475	
Mailing Address		Post Office / City	State Zip
59 Henry Street		Hilton	NY 14468
Telephone	(585) 392-4144	Email	hilton133@aol.com
Applicant Must be (check all that apply): <input checked="" type="checkbox"/> Owner <input checked="" type="checkbox"/> Operator <input type="checkbox"/> Lessee			

3. Name of Property Owner (if different than Applicant)			
Mailing Address			
		Post Office / City	State Zip
Telephone		Email	

For Agency Use Only	Agency Application Number:
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JOINT APPLICATION FORM – Continued. Submit this completed page as part of your Application.

4. Name of Contact / Agent			
Kurt Rappazzo, P.E. c/o MRB Group			
Mailing Address		Post Office / City	State Zip
145 Culver Road Suite 160		Rochester	NY 14620
Telephone	(585) 381-9250	Email	kurt.rappazzo@mrbgrou.com

5. Project / Facility Name		Property Tax Map Section / Block / Lot Number:	
Carter Drive Culvert Replacement		n/a	
Project Street Address, if applicable		Post Office / City	State Zip
Carter Drive		Hilton	NY 14468
Provide directions and distances to roads, intersections, bridges and bodies of water			
The culvert is located on Carter Drive approximately midway between Green Lane and Cross Lane.			
<input type="checkbox"/> Town	<input checked="" type="checkbox"/> Village	<input type="checkbox"/> City	County
Hilton			Monroe
Stream/Waterbody Name		Unnamed Tributary to Salmon Creek	
Project Location Coordinates: Enter Latitude and Longitude in degrees, minutes, seconds:			
Latitude: 43	° 17	' 48.34	" Longitude: 77 ° 48 ' 2.94 "

6. Project Description: Provide the following information about your project. Continue each response and provide any additional information on other pages. Attach plans on separate pages.

a. Purpose of the proposed project:
Replacement of the existing twin corrugated metal pipe arch culverts at Carter Drive.

b. Description of current site conditions:
Existing culvert is twin corrugated metal pipe arches with mitered ends to conform to slope. The stream bottom both upstream and down of the culverts has been paved with a concrete gutter that flares to meet the wider cross-section of the culverts. Stream banks and embankment side slopes are maintained as lawn.

c. Proposed site changes:
Replace the existing twin culverts with a single pre-cast concrete box culvert with mitered ends conforming to slope. Replace concrete gutter and flare sections as necessary.

d. Type of structures and fill materials to be installed, and quantity of materials to be used (e.g., square feet of coverage, cubic yards of fill material, structures below ordinary/mean high water, etc.):
As shown in the attached plans, the new culvert is pre-cast concrete, and concrete will be used to provide stream bed stabilization at the culvert inlet and outlet.

e. Area of excavation or dredging, volume of material to be removed, location of dredged material placement:
No material will be removed from the stream bed or banks.

f. Is tree cutting or clearing proposed? ☐ Yes If Yes, explain below. ☒ No
Timing of the proposed cutting or clearing (month/year):
Number of trees to be cut: Acreage of trees to be cleared:

JOINT APPLICATION FORM – Continued. Submit this completed page as part of your Application.

g. Work methods and type of equipment to be used:
Project will require the use of heavy machinery, which will be operated from outside of the stream bed and banks. Temporary diversion of the stream may be necessary.

h. Describe the planned sequence of activities:
Refer to the attached plans.

i. Pollution control methods and other actions proposed to mitigate environmental impacts:
Culvert replacement is proposed to be done during periods of dry weather, with low flows in the stream. Stream flow will be temporarily diverted around the work area during construction to avoid pollution downstream. Stormwater runoff from the work area will be treated using standard practices from the NYSDEC 'Blue Book'.

j. Erosion and silt control methods that will be used to prevent water quality impacts:
See above.

k. Alternatives considered to avoid regulated areas. If no feasible alternatives exist, explain how the project will minimize impacts:
The project is the replacement of a culvert, and cannot be avoided. The project will minimize impacts through thoughtful protection of the stream during construction.

l. Proposed use: ☐ Private ☒ Public ☐ Commercial

m. Proposed Start Date: June 2017 Estimated Completion Date: October 2017

n. Has work begun on project? ☐ Yes If Yes, explain below. ☒ No

o. Will project occupy Federal, State, or Municipal Land? ☒ Yes If Yes, explain below. ☐ No
The majority of work will occur in the Carter Drive right-of-way, or in areas under easement to the Village of Hilton.

p. List any previous DEC, USACE, OGS or DOS Permit / Application numbers for activities at this location:
Unknown.

q. Will this project require additional Federal, State, or Local authorizations, including zoning changes?
☐ Yes If Yes, list below. ☒ No

JOINT APPLICATION FORM – Continued. Submit this completed page as part of your Application.

7. Signatures.

Applicant and Owner (If different) must sign the application.

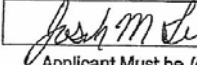
Append additional pages of this Signature section if there are multiple Applicants, Owners or Contact/Agents.

I hereby affirm that information provided on this form and all attachments submitted herewith is true to the best of my knowledge and belief.

Permission to Inspect - I hereby consent to Agency inspection of the project site and adjacent property areas. Agency staff may enter the property without notice between 7:00 am and 7:00 pm, Monday - Friday. Inspection may occur without the owner, applicant or agent present. If the property is posted with "keep out" signs or fenced with an unlocked gate, Agency staff may still enter the property. Agency staff may take measurements, analyze site physical characteristics, take soil and vegetation samples, sketch and photograph the site. I understand that failure to give this consent may result in denial of the permit(s) sought by this application.

False statements made herein are punishable as a Class A misdemeanor pursuant to Section 210.45 of the NYS Penal Law. Further, the applicant accepts full responsibility for all damage, direct or indirect, of whatever nature, and by whomever suffered, arising out of the project described herein and agrees to indemnify and save harmless the State from suits, actions, damages and costs of every name and description resulting from said project. In addition, Federal Law, 18 U.S.C., Section 1001 provides for a fine of not more than \$10,000 or imprisonment for not more than 5 years, or both where an applicant knowingly and willingly falsifies, conceals, or covers up a material fact; or knowingly makes or uses a false, fictitious or fraudulent statement.

Signature of Applicant



Date

2-7-17

Applicant Must be (check all that apply): ☒ Owner ☒ Operator ☐ Lessee

Printed Name

Joseph M. Lee

Title

Mayor - Village of Hilton

Signature of Owner (If different than Applicant)

Date

Printed Name

Title

Signature of Contact / Agent



Date

2/9/17

Printed Name

Kurt Rappazzo, P.E.

Title

Civil Engineer III

For Agency Use Only

DETERMINATION OF NO PERMIT REQUIRED

Agency Application Number

(Agency Name) has determined that No Permit is required from this Agency for the project described in this application.

Agency Representative:

Printed Name

Signature

Title

Date