

**WORKSHOP MEETING
TAP GRANT**

A workshop was held on Tuesday June 20, 2017 at 6:30 PM in the Board room of the Village Hall, 7 Stage Road Monroe, NY to discuss the TAP Grant for Lake Street and Stage Road Improvements. Doug Teator, PE Project Manager at Creighton Manning Engineering was present to discuss the recently awarded TAP Grant for the Lake Street and Stage Road Improvements.

**Present: Mayor Purcell, Trustees Conklin, Chan, and Behringer
Also Present: Village Clerk Baxter and Deputy Clerk Zahra
Absent: Trustee Dwyer**

**BOARD OF TRUSTEES MEETING
TUESDAY, JUNE 20, 2017
(www.villageofmonroe.org)**

The second of the bi-monthly meetings of the Board of Trustees was held on Tuesday, June 20, 2017 at 7:00 PM in the Boardroom of the Village Hall, 7 Stage Road, Monroe, New York. Mayor James Purcell called the meeting to order and led in the pledge to the flag. Emergency exits were announced.

**Present: Mayor Purcell; Trustees Conklin, Behringer and Chan
Also present: Attorney Bonacic, Village Clerk Baxter, Building Inspector Cocks, Police Chief Conklin, Treasurer Murray, DPW Supervisor Linderman and Water Plant Operator Mabee.**

Trustee Dwyer arrived at 7:08 PM.

END OF YEAR TRANSFERS/MODIFICATIONS FY/2017 (6/1/16-5/31/17):

On a motion by Trustee Behringer seconded by Trustee Conklin, the following end of year budget transfers / modifications were approved. Treasurer Murray was authorized to make the following budget modifications for the fiscal year 2017 (6/1/16-5/31/17):

2017 End of Year Transfers					
From:	Description	Amount:	To:	Description	Amount
A.1410.4120	CLERK.HISTORIAN	9,619.37	A.1110.1100	JUDGE.PERSONAL SERVICES	839.96
A.1990.4900	CONTINGENCY	34,906.38	A.1110.1110	COURT CLERK PS F/T	370.00
A.3120.1020	PD.PS ADMIN SERGEANT	40,524.89	A.1325.4100	TREAS GENL EXP	536.40
A.3120.1230	PD.OT OFFICERS	35,816.52	A.1325.4720	TREASURER.EDUCATION	60.00
A.3120.1250	PD.OT HDAY CHF & ADM SGT	7,800.80	A.1410.1010	CLERK.DEPUTY PS	4,181.54
A.3120.1270	PD.OT HOLIDAY SERGEANTS	575.80	A.1410.1040	CLERK.VACATION	11,418.71
A.3120.1290	PD.OT HOLIDAY OFFICERS	16,526.37	A.1410.2200	CLERK.OFFICE EQUIPMENT	833.73
A.3120.4310	PD.TELEPHONE	11,380.24	A.1410.4060	CLERK.TAX BILLS	103.12
A.3620.1000	BLDG INSP.PS	14,018.15	A.1410.4100	CLERK.GENERAL EXPENSE	990.51
A.5010.1000	ST ADMIN.PS DPW SUPVR	47,754.24	A.1420.4510	LAW CONTRACT/OTH ATTY	28,947.48
A.5110.4100	ST MAINT.GENL EXP	45,187.66	A.1440.4500	ENGINEERNG.CONTRACTUAL	46,431.07
A.5110.4150	ST MAINT.GAS CAR/TRK	24,089.06	A.1620.4100	VH.GENERAL EXPENSE	606.41
A.5110.4530	ST MAINT.EQUIP MAINT	10,863.26	A.1620.4300	VH.GAS & ELECTRIC	917.68
A.5112.2000	CHIPS.IMPROVEMENTS	100,000.00	A.1620.4500	VH.CONTRACTUAL	592.02
A.5142.4530	SNOW REMOVAL.EQ MAINT	12,480.86	A.1620.4520	VH.MAINTENANCE	255.01
A.5182.4370	STREET LIGHTING.STREET	17,794.93	A.1620.4530	VH.EQUIP MAINT	791.80
A.8140.4100	STORM SEWERS.GENL EXP	20,011.03	A.1910.4400	UNALLOCATED INSURANCE	1,085.06
A.9010.8000	STATE RETIREMENT	15,106.96	A.1980.4000	MTA PAYROLL TAX	74.03
A.9060.8000	INSURANCE - HEALTH	37,743.56	A.3120.1000	PD.PS CHIEF	12,090.83

A.9060.8500	INS - HEALTH / JT ACTIVITY	9,436.77	A.3120.1050	PD.SICK NON-CONTRACT	15,402.01
A.9730.6000	BAN TAX CERTIORARI.PRINC	10,100.00	A.3120.1070	PD.LONGEVITY	3,920.48
A.9730.6010	BAN DPW EQUIP PRINC	25,000.00	A.3120.1100	PD.P/T SVC	103.13
A.9730.6020	BAN LAND ACQ..PRINC	9,400.00	A.3120.1200	PD.OT CHIEF & ADMIN SGT	182.69
A.9730.7010	BAN DW EQUIP INTEREST	8,451.39	A.3120.1210	PD.OT SERGEANTS	766.08
A.9730.7030	BAN DOWNTOWN IMPR INT	29,196.94	A.3120.1500	PD.DISPATCHERS	571.64
			A.3120.2300	PD.MOTOR VEHICLES	1,892.30
			A.3120.4150	PD.GAS & OIL - VEHICLE	51.07
			A.3120.4300	PD.GAS & ELECTRIC	807.28
			A.3120.4520	PD.BUILDING MAINTENANCE	375.35
			A.3620.1040	BLDG INSP VACATION	6,670.06
			A.3620.1050	BLDG INSP SICK	748.91
			A.3620.1100	BLDG INSP ASST PS	3,745.62
			A.3620.1700	BLDG INSP CLERICAL	372.74
			A.3620.2200	BLDG INSP.OFFICE EQUIP	29,805.80
			A.5010.1200	ST ADMIN.PS DPW SUPVR OT	3,200.23
			A.5010.4100	ST ADMIN GENL EXP	737.58
			A.5110.1000	ST MAINT PS	59,813.55
			A.5110.1040	ST MAINT.UNUSED VACATION	7,046.60
			A.5110.1200	ST MAINT.OT	33,476.86
			A.5110.2500	ST MAINT.OTHER EQUIP	280.74
			A.5110.4120	ST MAINT.UNIFORMS	4,796.65
			A.5110.4300	ST MAINT GAS&ELEC BLDGS	581.43
			A.5110.4640	ST MAINT GARBGE REMOVL	3,015.27
			A.5142.2400	SNOW REMOVAL.EQUIP	7,380.00
			A.5142.4100	SNOW REMOVAL.GENL EXP	52,365.46
			A.5410.4100	SIDEWALKS.GENL EXP	67,340.91
			A.7110.4220	PARKS.FLOWERS & TREES	3,615.04
			A.7110.4360	PARKS HOL DECORATIONS	1,201.28
			A.7110.4500	PARKS.CONTRACTUAL	42,070.85
			A.7550.4100	CELEBRATIONS GENL EXP	19,210.07
			A.8010.4510	ZONING.ADVERTISING	296.94
			A.8025.1100	PLAN BOARD.P/T SVC	4,599.07
			A.8025.4100	PLAN BOARD GENL EXP	495.26
			A.8025.4680	PLAN BOARD LAW CONTR	669.75
			A.9015.8000	POLICE RETIREMENT	13,038.00
			A.9025.8000	LOCAL PENSION/ FIREMEN	3,500.00
			A.9035.8000	MEDICARE	372.31
			A.9040.8000	WORKERS COMPENSATION	28,440.32
			A.9055.8000	INSURANCE - DISABILITY	349.94
			A.9089.8000	OTHER EMPLOYEE BENEFITS	14,010.55
			A.9730.6030	BAN DOWNTOWN IMP PRINC	44,667.00
			A.9730.7000	BAN INTEREST	673.00

From:	Description	Amount:	To:	Description	Amount
F.1990.4900	CONTINGENCY	25,000.00	F.1980.4000	MTA PAYROLL TAX	50.35
F.8310.1010	ADMIN.PS BILLING CLERK	17,582.57	F.8310.1020	ADMIN.PS BILLING CLERK OT	36.77
F.8310.4310	ADMIN.TELEPHONE	4,125.56	F.8310.2200	ADMIN.OFFICE EQUIPMENT	2,191.73
F.8320.4100	SOURCE.GENERAL EXPENSE	9,890.42	F.8310.4490	ADMIN.LEGAL	9,518.60
F.8320.4330	SOURCE.CHEMICALS	11,499.05	F.8310.4500	ADMIN.CONTRACTUAL	378.44
F.8320.4500	SOURCE.CONTRACTUAL	10,652.45	F.8310.4530	ADMIN.EQUIPMENT MAINT	392.77
F.8330.4130	PURIF.BUILDING SUPPLIES	3,770.06	F.8310.4710	ADMIN.POSTAGE & PRINTING	3,112.01
F.8330.4300	PURIFICATION.ELECTRICITY	8,060.32	F.8310.4720	ADMIN.EDUCATION	160.00
F.8330.4330	PURIFICATION.CHEMICALS	20,225.86	F.8330.1000	PURIFICATION.PS	3,191.79
F.8340.1000	DISTRIBUTION.PS	34,981.26	F.8330.1040	PURIFICATION.VACATION	1,187.62
F.8340.2000	DISTR.EQUIP OUTLAY	5,000.00	F.8330.1200	PURIFICATION.OT	8,290.00
F.8340.2500	DISTR.OTHER EQUIP	4,169.00	F.8330.2300	PURIFICATION.AUTO EQUIP	62,872.50
F.8340.4100	DISTR.GENERAL EXP	4,706.57	F.8330.2500	PURIFICATION.EQUIP	35,819.08
F.8340.4440	DISTR.METER REPAIRS	455.17	F.8330.4150	PURIF.CAR & TRUCK GAS	1,933.97
F.8340.4450	DISTR.SERVICE REPAIRS	5,000.00	F.8330.4340	PURIFICATION.ANALYSIS	9,702.90
F.8340.4500	DISTR.CONTRACTUAL	47,951.27	F.8330.4500	PURIF.CONTRACTUAL	8,828.73
F.9710.7000	BONDS WATER SYSTEM INT	9,124.39	F.8330.4530	PURIF.EQUIPMENT MAINT	445.81
			F.8330.4610	PURIF.WASTE REMOVAL	18,080.00
			F.8340.1200	DISTRIBUTION.OT	3,308.94
			F.8340.2300	DISTR MOTOR VEHICLES	627.56
			F.8340.4530	DISTR.EQUIPMENT MAINT	7,224.57
			F.8340.4870	RADIO READS	6,704.00
			F.9010.8000	STATE RETIREMENT	15,061.96
			F.9040.8000	WORKERS COMPENSATION	1,729.94
			F.9045.8000	INSURANCE - LIFE	23.75
			F.9060.8000	INSURANCE - HEALTH	17,236.76
			F.9089.8000	OTHER EMPLOYEE BENEFITS	4,083.40

COMPLETION OF PROBATIONARY PERIOD – COURT OFFICERS JENSEN AND BARONE:

On a motion by Trustee Conklin, seconded by Trustee Chan, it was:

RESOLVED, the Board of Trustees accepted the recommendation of Justice Strauss and approved the change in classification from probationary to permanent for Court Officers Alfred Jensen and Fred Barone, retroactive to June 12, 2017. An updated MSD will be submitted to Orange County Department of Human Resources.

Ayes: Trustees Behringer, Dwyer, Chan and Conklin

Nays: None

BID AUTHORIZATION – NORTH MAIN STREET SIDEWALK REPLACEMENT PROJECT:

On a motion by Trustee Conklin, seconded by Trustee Behringer, it was:

RESOLVED, the Board of Trustees approved advertising for the bids for the North Main Street Sidewalk Project per the specs provided by the Village's Engineer, Lanc & Tully Engineering PC which continues the sidewalks on North Main Street from Elm Street to Route 208. Bid will be advertised on June 23, 2017 with a bid opening date of July 14, 2017 at 10:00 AM.

Ayes: Trustees Chan, Behringer Dwyer and Conklin
Nays: None

BUILDING DEPARTMENT PERMIT PENALTY WAIVER REQUEST – 11 DEANGELIS DRIVE:

In a letter to the Board of Trustees, property owners Gianfrano and Amy Bartellino have requested a waiver of permit and penalty fees for their homes finished basement and bathroom. When the builder submitted plans in April 2009 to obtain the initial permit, it indicated that the lower level was not finished. A revised set of plans was then submitted to the Building Department on June 15, 2009 indicating that the builder now had plans on finishing the lower level and install the full bathroom. On the final inspection report dated 8/4/09, former Building Inspector Wilkins stated that the lower level of the home had 3 finished rooms and a full bathroom as per the second set of updated plans that had been submitted. It appears that the information was not updated properly to indicate what was actually constructed. In addition, a Tax Assessor's report that was also provided showed that the property has been taxed on the finished lower level.

On a motion by Trustee Conklin, seconded by Trustee Chan, it was:

RESOLVED, the Board of Trustees accepted the request of Gianfrano and Amy Bartellino, owners of 11 DeAngelis Drive, for a waiver of the permit and penalty fees for their homes finished basement and full bathroom.

Ayes: Trustees Conklin, Behringer, Dwyer and Chan
Nays: None

BUILDING DEPARTMENT PERMIT PENALTY WAIVER REQUEST – 1 DAVENPORT COURT:

Lisa Napoletano, Esq. wrote a letter to the Board of Trustees on behalf of her clients, Celeste and Louis Lull, who are in the process of selling their home at 1 Davenport Court. They are requesting a waiver of penalty fees related to their basement in which a section of it was finished without a permit. Mrs. Napoletano stated that at the time her clients purchased the home in 2004, their lender and their title company requested a municipal search which resulted in showing no open violations on this property. Mr. & Mrs. Lull went on to obtain a permit to construct a one story rear kitchen addition and attached deck, and after construction was completed and a CO was issued, went on to finish the new section basement.

In his own memo to the Board regarding this matter, Building Inspector Cocks stated that he has reviewed the file and doesn't understand why after making the customer install a legal egress window; former Building Inspector Wilkins did not notate the file regarding the finished basement during his numerous construction inspections. However, he is of the opinion that only the previously finished area should be considered for waiver of penalties. The section of the basement that was finished after the construction of the rear addition was completed should be subject to the current penalty schedule. Trustee Conklin asked for clarification as to what section of the basement was being considered for the penalty waiver. Building Inspector Cocks stated the main house had a finished basement prior to them purchasing the home. They added a rear addition to the home and the basement was not finished at that time. That section of the basement was finished after the fact and is the area in question.

On a motion by Trustee Conklin, seconded by Trustee Chan, it was:

RESOLVED, the Board of Trustees approved the request of Lisa Napoletano, Esq., on behalf of her clients, Celeste and Louis Lull, owners of 1 Davenport Court, to waive the penalty fees for the section of the basement associated with the main part of the house.

Ayes: Trustees Conklin, Behringer, Dwyer and Chan
Nays: None

REQUEST FOR LICENSING AGREEMENT FOR FENCE INSTALLED ON VILLAGE DRAINAGE EASEMENT – 25 PEARSALL DRIVE:

In a letter to the Board of Trustees, homeowner Donna Ribiere has requested that the Village allow her to keep the previously approved and installed fence on her property although she has been recently notified by the Building Department that the fence is currently in violation of a drainage easement. Documentation provided to the Board showed that the fence was installed in November 2013 and a permit was issued by former Building Inspector Wilkins even though it was clearly installed in the easement. Because Mrs. Ribiere is currently in contract to sell her home, she is requesting that the Village issue a compliance letter releasing the municipal search to her title company. In a memo to the Board, Building Inspector Cocks suggest the Board provide the homeowners with a licensing agreement for the fence. He reminded the Board that the applicant would be required to file for a new permit and pay the required \$100.00 permit fee for the fence as the original permit has expired.

At the request of Attorney Bonacic, this matter was tabled for discussion in Executive Session.

PAYMENT AUTHORIZATION – BOYCE EXCAVATING _ TURF REINSTALLATION:

On a motion by Trustee Conklin, seconded by Trustee Chan, it was:

RESOLVED, the Board of Trustees accepted the recommendation of the Village’s Engineer, Lanc & Tully Engineering PC and approved Payment No. 1 for the period ending June 2, 2017 submitted by Boyce Excavating for the Millpond Dam Rehabilitation project in the amount of \$11,682.00. The payment request is for the re-installation of turf reinforcement matting at the original bid price and approved by the Village of Monroe in review of Change Order #2. The work is not part of the CDBG-DR funded project. Mayor Purcell is hereby authorized to sign the voucher for payment.

Trustee Dwyer asked Highway Supervisor Linderman what side of the damn the matting had been removed, and Supervisor Linderman stated that it was both sides. They were unaware that the matting needed to stay in place so it was pulled up and thrown out. Mayor Purcell included that the matting is part of the DEC regulations and needed to be reinstalled.

Ayes: Trustees Conklin, Behringer, Dwyer and Chan
Nays: None

BOURBON STREET BAR & GRILL FIREWORKS CELEBRATION 7/3/17:

On a motion by Trustee Conklin, seconded by Trustee Chan, it was:

RESOLVED, the Board of Trustees approved Bourbon Street Bar and Grill, 78 Millpond Parkway, extending their business outside from 11 AM to 11 PM on July 3, 2017 (rain date 7/7/17) during the downtown Independence Day Celebration with fireworks. A copy of the SLA permit must be filed with the Village Clerk and Monroe Police Department prior to the event. Bouncers will be on hand to check ID’s. Temporary fencing must surround the area to be used as per the layout provided. Fire extinguishers will be on site outside at all times. Sign-off of the event application has been made by the Building Department and Police Department.

Trustee Dwyer asked Chief Conklin if the section that they fence off is typical for Bourbon Street. Chief Conklin stated that Bourbon Street has been holding this event for either 4 or 5 years and the Police Department goes out each time and checks everything and they are always in compliance.

Ayes: Trustees Conklin, Behringer, Dwyer and Chan
Nays: None

CORNERSTONE MASONIC LODGE OKTOBERFEST 9/30/17, 11-9 PM:

An events application was submitted by the Cornerstone Masonic Lodge, located at 300 Stage Road, for their annual Oktoberfest to be held on Saturday September 30, 2017 from 11 AM to 9 PM. Wristbands will be given to Oktoberfest entrants signifying age and whether they can participate in alcoholic beverages. A bartender will be on premises serving drinks and checking ID’s. Two tents will be erected, one for seating and the other for food services. Fire extinguishers will be located on each side of the tent, and a Certificate from the Department of Health is also

required and will be provided to the Village Clerk. There will be a stage and band performing. A copy of the outdoor State Liquor License must be filed with the Village Clerk and Police Department prior to the event. Music must comply with the Village's Noise Ordinance (code section 145-3). Sign-off of the event application has been made by the Building Department and Police Department.

This matter was tabled to Executive Session for discussion of an amended events application to include a possible reimbursement.

MCGARRAH'S FAMILY FUN 5K SPONSORED BY CORNERSTONE MASONIC HISTORICAL SOCIETY, 9/30/17, 9 AM – 11 AM:

An events application was submitted by the Cornerstone Masonic Historical Society for the McGarrah's Family Fun 5K to be held on Saturday, September 30, 2017 from 9 AM to 11 AM. The route is comprised of 2 loops around the Mill Ponds starting and ending at 26 Millpond Parkway, as per the race route submitted with the events application. Sign-off of the event application has been made by the Building Department and Police Department. Police Dept. will oversee the event with 2 Officers on 3 hours of overtime to shut down Millpond Parkway at Smithfield Court and Stage Rd, as well as traffic control safety for the participants throughout the race. Estimated total cost of additional Police Protection is \$416.22.

This matter was tabled to Executive Session for discussion of an amended events application to include a possible reimbursement.

SUSPENSION OF WEIGHT LIMIT ALONG NORTH MAIN STREET AND SPRING STREET:

Chief Conklin has expressed his concern regarding enforcement of the weight limit restrictions associated with Vehicle & Traffic Law 43-4 (D) due to the pending detour routes that will be in place during the Route 208 Bridge closure beginning July 5, 2017. Discussion followed.

On a motion by Trustee Chan, seconded by Trustee Conklin, it was:

RESOLVED, the Board of Trustees approved the temporary suspension of the weight limit restrictions associated with V&T Law 43-4 (D) along North Main Street and Spring Street (traffic light to traffic light) during the construction of the Route 208 Bridge. This suspension will begin on July 5, 2017 when the construction begins and be in place until the Route 208 overpass reopens.

Ayes: Trustees Conklin, Behringer, Dwyer and Chan
Nays: None

MAYOR'S REPORT:

Mayor Purcell commented that the weather is getting warmer and school will be closing soon. He wished the Monroe-Woodbury graduating class good luck this weekend, and enjoy any vacation that you may be taking this summer. He reminded everyone that the 4th of July celebration is coming up and he hopes for good weather. In addition, the concert series has begun as well as the farmers market.

Trustee Behringer commented on the successful bike derby hosted by the Monroe Police Department, it was very well attended and they had really great prizes.

PUBLIC COMMENT: # PRESENT 13 TIME: 7:20 PM

Resident Bob Ferrara asked for a better understanding of the licensing agreement that was previously mentioned during the meeting. Mayor Purcell stated that a licensing agreement is something that is used when someone has something that falls in an easement, rather than have them tear it out, an agreement of mutual acceptance is drawn allowing it to be left there and it becomes part of the easement. It also states that if the Village indicates that it needs to be removed, then it comes out. Mr. Ferrara continued that he wasn't aware that this was something that could be done. He doesn't understand how this fence and shed got there, but that he has an issue with the Village just rubber stamping it to make it ok, because it wasn't fair for him. Mr. Ferrara continued that the Village cost him the additional expense of installing his deck and pool and electric work because he couldn't use the 20 feet of his property because of an easement.

Engineer Mike Sandor stated that he represents a client, Shlomie's, a retail store located in Kiryas Joel, who are in contract to buy the building formally known as the Shared Textile building at 129 Spring Street. The current zoning is "CB" commercial business, would be a permitted use. With the moratorium in place, they were stuck and couldn't submit an application to the Planning Board, but based upon conversations with the current Building Inspector and reviewing the changed zoning maps, the area will be considered to be URM. The problem with that is that if it goes to URM, this project would not be a permitted use in that zone. Mr. Sandor continued that he lectures on sustainability, there is an existing housing stock in the Village that could easily be converted and he is at a point where he doesn't know what to do. He stated that he is aware that the moratorium had been extended month to month. He also wants to Board to know that they do have an applicant and potential owner of this building who wants to use this building in the CB zone. He asked that the Board take that into consideration when considering changing the zoning.

Resident Carol Ferrara inquired as to the status of the Block Busting laws that the Board is working on. Mayor Purcell stated that the Village's Land Use Attorney is currently working to utilize current local laws and amend them, which would speed the process up. He continued that that would take longer as there are currently no block busting laws in Orange County. Rockland County and other municipalities are using the no-knock laws and adding penalties to them to give them more teeth.

Town Resident and Councilman, Tony Cardone asked if a local block busting law is necessary if there is a Federal Law in place regarding block busting. Attorney Bonacic stated that with a local law it would give the Village jurisdiction as opposed to a Federal Law that the Village may not be able to enforce.

EXECUTIVE SESSION:

On a motion by Trustee Conklin, seconded by Trustee Chan, with all in favor, the meeting was closed at 7:25 PM. Following a 5-minute recess, the Board convened in Executive Session for discussion of Attorney Client Privilege.

Respectfully Submitted,

Ann-Margret Baxter
Village Clerk

Executive Session Minutes compiled by Mayor Purcell.

OPEN SESSION: on a motion by Trustee Conklin seconded by Trustee Dwyer and carried, the Open Meeting resumed at 8:30 PM.

LICENSING AGREEMENT - 25 PEARSALL DRIVE:

On a motion by Trustee Conklin, seconded by Trustee Behringer, it was:

RESOLVED, the Board of Trustees agreed to enter into a License Agreement with Release and Indemnification with Donna Ribiere, owner of 25 Pearsall Drive, permitting the property owner to encroach upon the Village's Right-Of-Way for the purpose of maintaining a ten (10) foot section of solid PVC white privacy fence approximately 6 feet in height. Additional details of said Licensing Agreement are on file at Village Hall.

Ayes: Trustees Conklin, Behringer, Dwyer and Chan
Nays: None

ADJOURNMENT:

On a motion by Trustee Conklin, seconded by Trustee Chan and carried, no further business, the meeting was adjourned at 8:35 PM.

Ayes: Trustees Behringer, Dwyer, Chan and Conklin
Nays: None

MONTHLY REPORTS:

Department reports were accepted as file on a motion by Trustee Conklin, seconded by Trustee Chan, with all in favor, the department monthly reports were accepted and filed.

MAY 2017 VILLAGE CLERK'S REPORT SUBMITTED BY ANN-MARGRET BAXTER, VILLAGE CLERK:

1. Minutes prepared, processed associated correspondence and Legal Notices completed for the Monthly Meetings of May 3rd and 16th, as well as the Special Meeting of May 23rd.
2. Permits issued: Handicap Parking: 16 Garage Sale: 18 Solicitor/Peddling: 0 Road Opening: 0 Blasting Permit: 1 (Legion Fireworks)
3. Closed out mailing machine for month on 5/31.
4. Bi-Weekly payroll worksheets completed and submitted.
5. Required paperwork filed with O.C. Department of Human Resources.
6. Oversee website updates and maintenance.
7. Continuance of high phone call and message retrieval in the Clerk's Office due to deterioration of phone system. This includes increased phone volume after loss of automated phone directory, which included daily retrieval of messages left during the day and after hours. Forwarded messages and responded as required.
8. Collected May Water Rents.
9. Village Taxes processed, received and mailed on May 25th.
10. Attended Employer Education Seminar hosted by NYSLRS.
11. Vouchers completed as required. Transmittal of money collected completed and bank deposits done.
12. Scan and email pertinent information to Board and Attorney.

MAY 2017 DPW SUBMITTED BY JOHN LINDERMAN, PUBLIC WORKS SUPERVISOR:

REGULAR MAINTENANCE / VILLAGE IMPROVEMENTS:

1. Cleaned and planted new trees at Veteran's Memorial Park.
2. Cleaned and planted flowers at 911 Park.
3. Top soiled Crane Park.
4. Mowed 4 times in Crane Park.
5. Repaired 4 catch basins on Freeman Homes.
6. Repaired 30 feet of curb on Brewster Rd.
7. Installed concrete pads for existing park benches in the Village.
8. Removed trees from James Rd., Coffey Rd., and Ramapo St.
9. Collected garbage 4 times in the Village.
10. Weed wacked Crane Park 4 times.
11. Removed trees on Stage Rd. from storm damage.
12. Installed lights on all the trees in the park and on Lake St.
13. Used sweeper in the Village 3 times.
14. Installed a flagpole at the Highway Department.

MAY 2017 JUSTICE COURT REPORT:

Total Fines: \$33,193.50 Total Surcharges: \$10,050.00 Total Parking: \$2,710.00
Total Civil Fees: \$2,905.00 Bail Poundage Collected: \$18.00 Total Bail Forfeited: \$575.00
Total for May: \$49,451.50

Vehicle & Traffic Tickets: 442 Disposed: 343
New Criminal Cases: 52 Disposed: 64 Civil Cases: 4 Disposed: 2
Paid Parking Tickets: 81 Dismissed Traffic Tickets: 69

MAY 2017 FILTRATION PLANT REPORT SUBMITTED BY ERNEST MABEE, CHIEF OPERATOR:

Production: Lake Mombasha 25,321,108 Gallons / 25,888,631 Gallons LY 2016
Well #4: 4,686,311 Gallons / 4,958,780 Gallons LY 2016

Consumption: 30,007,419 Gallons / 30,847,411 Gallons LY 2016

Water Samples / Testing: OK
Rainfall: 4.98
Reservoir: FULL

Miscellaneous:

Mark Outs
2 Reservoir Inspections
Final Water Reads
Daily Equipment Maintenance at Plant and Well
Weekly and Monthly Water Testing to Lab, All Results Good
Two LT2 Testing
Changed pump sequence at Filter Plant
Continued painting Fire Hydrants
NYCOMCO install lights and radio in new Chevy
Cyber Security with Dawn from Lanc & Tully
Health Dept here for Will's final test

MAY 2017 POLICE DEPARTMENT REPORT SUBMITTED BY DAVID CONKLIN, CHIEF:

CALLS FOR SERVICE

TOTAL CALLS – 1,828
NON CRIMINAL OFFENSE – 1,578
CRIMINAL OFFENSE – 250
ARRESTS – 56

TRAFFIC REPORT

TRAFFIC TICKETS – 425
PARKING TICKETS – 64
DWI/DWAI – 3
GAS – 1023.42/\$1777.98
MVA – 42

OVERTIME/HOURS

HOLIDAY – 152
COVER SHIFT – 196.5
COURT – 10
OTHER – TRU-26/CVE-1/EMT-18/ CPA-31.5/PARADE-33/PTS GRANT-60/CASES-13
BLOCKBOX-19/DOMESTIC VIOLENCE-8/KJ DETAIL-6/STOP DWI-14/ MS
WALK-4

TRAINING

FIELD FORCE OPERATIONS – LEE/MAHONEY
DOMESTIC VIOLENCE FOR SUPERVISORS-KRAUSS/GUZMAN/LEE
RANGE - DEPARTMENT

MVA ACCIDENT REPORT – \$72.35

FOIL REQUESTS - \$4.50

MAY 2017 TREASURER’S REPORT SUBMITTED BY CATHERINE MURRAY:

Treasurer's Report Village of Monroe May 2017

Bank interest	1,240
Franchises	42,701
Rental Real Property	7,389
Building permits	22,584
Fines & Forfeited Bail	24,182
Mortgage Tax	107,642

SIGNIFICANT ACTIVITY (EXPENDITURES)

Law Contractual/Other Atty	20,844
Judgments & Claims (tax certiorari)	5,882
Uniform Allowance	11,929
St Maintenance General Expense	16,680
St Maintenance Equip Maintenance	5,722
Snow Removal Genl Exp	58,113
Street Lighting Street	21,901
Parks Flowers & Trees	14,162
Parks Contractual	10,614
Storm Sewers General Expense	11,044
Other Employee Benefits	14,052
Installment Purchase Debt Principal & Interest	24,716
Purification Analysis (Water)	5,674
Purification Waste Removal (Water)	11,550
Distribution Equipment Maintenance (Water)	5,088
Downtown Revitalization	151,551
Health Insurance - General Fund	111,781
- Water Fund	15,323
	127,104

STATUS OF FY2017 CONTINGENCY ACCOUNTS

CURRENT BALANCE

General Fund Appropriation -budgeted \$162,653	34,906
Water Fund Appropriation -budgeted \$25,000	25,000

COMMENTS:

We have completed 12 months of the fiscal year and expenses should be at 100%. The expenses are at 95.4% for the General Fund and the expenses are at 98.2% for the Water Fund.

MAY 2017 BUILDING DEPARTMENT AS SUBMITTED BY SECRETARY PROULX:

Building Permits Issued:	47
Rental Inspections Completed:	19
Title Searches Completed:	25
Violations Issued:	10
Building Permit Inspections performed:	87
C.O’s Issued:	35
Fire Inspections:	9
Open, active building permits	258

Building Permit Fees:	\$16,366.25
Rental Permit Fees:	1,400.00
Flood Permit Fees:	450.00
Fire Inspection Fees:	0.00

Title Search Fees:	<u>3,300.00</u>
Total Fees Collected	\$21,516.25
Monthly Assessor's Report filed	
Court Appearance – 2 Matters	
Attend Monthly Gilbert Street Meeting	
Attend Monthly Planning Board and ZBA Meetings	

MONROE FIRE DISTRICT OFFICERS 2016:

Commissions: John Centofanti, Jason Kalter, Thomas M. Smith Dep. Chair, Thomas P. Sullivan, Ch.
Secretary: Mary Ellen Beams
Treasurer: Richard Goldstein
Chief Daniel Bennet, 1st Ass't Chief John Scherne