

**BOARD OF TRUSTEES MEETING
TUESDAY, JULY 19, 2016**

The Village Board met 6 PM in the Boardroom of the Village Hall 7 Stage Road, Monroe, NY. On a motion by Trustee Conklin seconded by Trustee Dwyer, with all in favor, the Board went into Executive Session for discussion of personnel pertaining to the Village Clerk's position.

Present: Mayor Purcell; Trustees Conklin, Dwyer and Behringer
Trustee Chan arrived at 6:20 PM

The Board came out of Executive Session at 6:55 PM.

The July Meeting of the Board of Trustees was held on Tuesday, July 19, 2016 at 7 PM in the Boardroom of the Village Hall, 7 Stage Road, Monroe, NY. Mayor James Purcell led in the pledge to the flag and called to the meeting to order. Emergency exits were announced.

Present: Mayor Purcell; Trustees Conklin, Dwyer, Behringer and Chan
Also present: Attorney Bonacic, Treasurer Murray, DPW Supt. Smith, Police Chief Conklin, and Village Clerk Carey

Absent: Building Inspector Wilkins

MOMENT OF SILENCE FOR POLICE OFFICERS KILLED & SEVERELY WOUNDED IN DALLAS, TX AND BATON ROUGE, LA:

Mayor Purcell called for a moment of silence for the 5 Police Officers killed and 7 wounded in Dallas, Texas and 3 Police Officers killed and several wounded in Baton Rouge, Louisiana while serving and protecting their community.

MINUTE APPROVAL: JUNE 7TH, 13TH AND 21ST, 2016:

On a motion by Trustee Conklin seconded by Trustee Dwyer, the Minutes of the June 7th and June 21st Meetings were approved.

On a motion by Trustee Behringer seconded by Trustee Conklin, the Special Meeting Minutes of June 13, 2016 adopting a Moratorium on Building, were approved:

Ayes: Trustees Conklin, Behringer and Chan

Nays: None

Abstain: Trustee Dwyer (absent)

P D EQUIPMENT SURPLUS / DISPOSAL (NO LONGER WORKING):

On a motion by Trustee Dwyer seconded by Trustee Chan, with all in favor, it was:

RESOLVED, the Board of Trustees declared the following non-working Police Department equipment surplus and of no value and authorize its removal from inventory and disposal of as junk:

Dell OptiPlex 390, Service Tag 90YRSR1, Express Code 1964944941
Dell OptiPlex GX520, Service Tag CTHKM81. Express ode 27904422529
Epson WP4540, S/N NU9022123
HP Pavilion Elite (Genetec Workstation) S/N 2MD121082J

CDDAP EQUIPMENT

Avid Mojo Converter, S/N 7020-03250-22452OS
Viewsonic Monitor, S/N OOM081600276
Ocean System Tower/Video, S/N 4026701078
Ocean System Data Video, S/N A007698/235990
Epson Stylus Photo R1900, S/N KBQE021502

SURVEILLANCE

Digital Recorder DVQ4CE, S/N 007698
Supercircuit DVR, S/N BCAI01147

PROPOSED MONROE SHORTLINE TRANSPORTATION CENTER – JERRY FINKE, THE DEPOT, INC.: see minutes 11/18/14 page 71

Jerry Finke, Esq. came before the Board in November 2014 to propose a new transportation center with the cost being born by “The Depot”. The Depot would also bear all operating costs including maintenance, the public restrooms and public space and utilities. In return, Mr. Finke is requesting to ground lease a small portion of the parking lot on which the building would be located for a land lease term of 35 years at a cost of \$1/year. Thereafter, The Depot or its successor would have an option to continue the lease at a price to be determined. Mr. Finke is looking for the Village to supply water and sewer lines to the building free of charge nor ad valorem taxes. The proposed building / terminal would be on the edge of the new portion of the commuter parking lot facing Millpond Parkway. In his presentation to the Board, Mr. Finke said that DOT’s Hudson Valley Regional Director has approved the concept.

Trustee Dwyer said his issue remains the parking lot was built with state funding for the benefit of the community to take public transportation to their jobs in the city. The thought of taking it apart and not addressing the parking spaces we will lose is a problem. Mayor Purcell said is being addressed in the plan. The state will allow only so much space to be used. The State reached out to Mr. Fincke. Mayor Purcell said that whatever detail Trustee Dwyer wants, to write it down, and he will give it to Mr. Fincke for answers. Trustee Dwyer is not in favor of the project he said.

Trustee Behringer asked if on a cold winter day people wait inside Mr. Fincke’s store. Mayor Purcell said they wait outside.

Trustee Conklin’s concern is that the Village is being asked to supply water and sewer to the new building. This is Village property. It sets a precedent. Mayor Purcell said we can’t approve anything to do with sewer. That is a County matter. “This is screaming Attorney Bonacic needs to review the legality”, Trustee Conklin said.

Attorney Bonacic commented one issue he sees is proposing a 1500+ square foot building not to exceed 1580 square feet and renting it for one dollar (\$1) per year. The Village has the ability to allow for development especially if this is a public purpose. You can’t give it away for less than fair market value. The value returned to the Village has to equal what you’re giving out. There are things you can’t do as a Village that have to be looked at. Mayor Purcell said it was on the Agenda tonight for discussion. Attorney Bonacic will review what can and cannot be done by the Board.

TURN THE TOWNS TEAL RIBBON CAMPAIGN FOR OVARIAN CANCER:

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

RESOLVED, the Board of Trustees approved the request of volunteer Kathy Colquhoun to tie ribbons on the lampposts in the downtown calling attention to the “Turn the Towns Teal” national campaign to create awareness of ovarian cancer. Biodegradable made in the USA ribbons are used and will be displayed from 9/1/16 to 9/30/16. Mrs. Colquhoun will put them up and remove them as she has in the past.

Ayes: Trustees Conklin, Dwyer , Behringer and Chan

Nays: None

GUN EXCHANGE PROCUREMENT – FORMER POLICE CHIEF MELCHIORRE:

Former Police Chief Alex Melchiorre who retired on June 30, 2011. The PBA is interested in purchasing his department issue revolver as a retirement gift for him. The Village does not have a policy and has in the past agreed to allow an officer to keep his service revolver in exchange of a brand new identical model revolver. The replacement cost is \$409.86. On a motion by Trustee Dwyer seconded by Trustee Chan, it was:

RESOLVED, the Board approved the purchase of former Police Chief Melchiorre’s service revolver by the PBA, as a retirement gift, and in turn the PBA will pay the replacement cost for this firearm in the amount of \$409.86. (Glock 23 (SN AAKT099))

Ayes: Trustees Conklin, Dwyer, Behringer and Chan

Nays: None

LICENSE AGREEMENT RELATING TO PROPERTY IMPROVEMENTS – CHASE (TM 206-5-7):

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

RESOLVED, in consideration of one dollar (\$1.00) the Board of Trustees approved a License Agreement with release and indemnification relating to property improvements with Jeremy and Breanne Chase, 204 High Street, Tax Map #206-5-7, related to improvements already placed on the Village of Monroe right-of-way (6'x56' wood privacy fence). Upon signing of the agreement by the homeowners, Mayor Purcell is authorized to sign the License Agreement outlining the conditions with release and indemnification.

Ayes: Trustees Conklin, Dwyer, Behringer and Chan

Nays: None

HUDSON VALLEY HOT RODS CAR SHOW 9/25/16 (RAIN DATE 10/9/16) MILL POND PKWY:

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

RESOLVED, contingent upon filing a Certificate of Insurance as indicated on the Event's Application Checklist, the Board approved the request of the Hudson Valley Hot Rods to hold their annual car show in Crane Park on Mill Pond Parkway across from Airplane Park or Option B – from the Computer Parking Lot on Mill Pond Parkway toward Airplane Park on backing into parking spaces on Mill Pond, on Sunday, September 25, 2016 from 10 AM to 4 PM (rain date 10/9/16). Roy Kalmus is spearheading this event for the car club.

Ayes: Trustees Conklin, Dwyer, Behringer and Chan

Nays: None

MAYOR'S COMMENTS:

Independence Day Fireworks Display 7/2: Mayor Purcell thanked all the volunteer services – Ambulance Corp, Monroe Fire Department, our Police Department, Department of Public Works and all those involved in our Independence Day Celebration on 7/2. Our thanks to the vendors who came. It was not as crowded as this year. Perhaps next year we will look to coincide this event with Woodbury.

Summer Concert Series: Our thanks to the Activities Committee for a great job spearheading the Summer Concert Series. It is a team effort and it wouldn't happen without them. "Many hands make light work".

Carnival: Our Carnival starts next Thursday, July 28th and runs through Sunday, July 31st. A lot of volunteers work this event as do our DPW and Police Department. We couldn't do this event without them.

PUBLIC COMMENT **#PRESENT 4** **TIME: 7:20 PM**

There was no Public Comment.

BOARD COMMENT:

SCHOOL ZONE BEACON: Trustee Dwyer reported that he Trustee Conklin and Police Chief Conklin have been working on the school zone for North Main Street and Pine Tree Road. Three bids were sought in compliance to the procurement policy for a solar and electric warning beacons on the west and east side of North Main Street. Three quotes were received: Traffic Systems, Bay Shore, NY \$6,305; Electrontechnics Corp, Marshall, TX \$8,355 and Tapco, Brown Deer, WI. \$9,666. One side of the street of work for the warning beacon on North Main Street would be incorporated into the Sidewalk Replacement Project. Trustee Dwyer suggested awarding the school zone solar and electric beacons to the low bidder Traffic Systems Inc. On a motion by Trustee Chan seconded by Trustee Dwyer it was:

RESOLVED, the Board of Trustees approved awarding the bid for the North Main Street School Zone, solar and electric beacons, to Traffic Systems Incorporated, 224 North Fehr Way, Bay Shore, NY in the amount of \$6,305. Cost to be allocated from budget line A2770 Misc. Income. Any part of the cost not covered under that line item will be allocated from Contingency A1190.410.

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

The Pine Tree School Zone is signage only.

Garden Club Commendation: Trustee Chan thanked the Monroe Garden Club for the great job of planting they did on the corners of Lake Street and 17M. He applauded these senior volunteers for their diligence and hard work over the years planting the gardens and other areas in and around Crane Park.

EXECUTIVE SESSION:

On a motion by Trustee Conklin seconded by Trustee Chan, and carried, following a 5-minute recess Executive Session followed at 7:32 PM for discussion of Attorney Client.

On a motion by Trustee Chan seconded by Trustee Conklin, and carried, the open meeting resumed at 9:30.

VILLAGE CLERK APPOINTMENT EFFECTIVE 1/1/17:

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

RESOLVED, upon the retirement of Village Clerk Carey, the Board of Trustees does hereby appoint Ann Margret Baxter to fulfill the unexpired term of Virginia Carey as Village Clerk effective January 1, 2017 at an annual salary of \$45,000. The remainder of Clerk Carey's 4-year term will expire 3/31/2020. This position will carry a 6-month probationary period.

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

ADJOURNMENT:

On a motion by Trustee Dwyer seconded by Trustee Behringer and carried, no further business the meeting was adjourned at 9:35 PM.

Respectfully submitted,

Virginia Carey
Village Clerk

MONTHLY REPORTS:

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

JUNE 2016 VILLAGE CLERK'S REPORT SUBMITTED BY VIRIGNIA CAREY, VILLAGE CLERK:

1] Minutes prepared, associated correspondence completed for the June 7th Meeting, June 13th and June 21st 2016 Village Board Meetings.

- 2] Permits issued: Handicap Parking: 18 Garage Sale: 16
- 3] Collection of May Water Rents
- 4] Closed out mailing machine for month on 6/30.
- 5] June Village Tax Collection
- 6] Bi-Weekly payroll worksheets completed and submitted.
- 7] Daily retrieval of messages left after hours and respond as required.
- 8] Bid Advertising – Midoaks Waterline Replacement / Downtown Infrastructure Revitalization Project Bid Authorization / Mill Pond Dam Bid authorized
- 9] 6/28/16 Board of Election use of Village Hall – Federal Primary
- 10] Issued Mombasha Fire Company Bell Jar License May-Dec. 2016
- 11] Service Recognition Certificates prepared for Mayor:
 25 years 9/9 Dianne Martini, 10 year 10/14 Ernest Mabee,
 10 years 10/14 Raymond Burke, 20 years 11/4 Larry Giudice; 5 years 11/15 Carin Szkodzinsky
- 12] Vouchers completed as required.
- 13] Interviews held for Village Clerk’s position 6/16/16.

JUNE 2016 BUILDING DEPARTMENT REPORT AS SUBMITTED BY SECRETARY PROULX:

(Building Inspector Wilkins has been absent due to injury. Report prepared by Building Dept. Sec’y D. Proulx)

Building Permits Issued: 36 Rental Inspections Completed: 7 Title Searches Completed: 15
Violations Issued: 13 Building Permit Inspections Performed: 50 C.O.’s Issued: 32
Open, active building permits: 221
Building Permit Fees \$30,506.00
Flood Permit Fees 300.00
Rental Permit Fees 150.00
Title Search Fees 2,200.00
\$33,156.00

JUNE 2016 PUBLIC WORKS REPORT SUBMITTED BY BRIAN SMITH, DPW SUPT.

Street Maintenance

- 1. Micro paving completed
- 2. Road preparation for paving and Micro Paving
- 3. Catch Basin repair / cleaning
- 4. R-O-W mowing. / retention basin mowing
- 5. Village yard waste pick-up
- 6. Street Sweeping
- 7. North Main restoration / paving
- 8. Repair drainage on Cooper Drive

Park Maintenance:

- 1. Weekly garbage pick up
- 2. Weekly mowing and trimming

Water Distribution Maintenance/Filter Plant Maintenance

- 1. Water line mark outs
- 2. Water Plant maintenance
- 3. Water line r-o-w cleared from reservoir to treatment plant
- 4. Lagoon Cleaning

5. New hydrant installed on Fitzgerald Court

JUNE 2016 POLICE DEPARTMENT REPORT SUBMITTED BY ALEX MELCHIORRE, CHIEF:

Calls for Service: 1,225 Criminal Offense 229 Non-criminal Offenses 996 Arrests 47
Traffic Reports: 189 Traffic Tickets 16 Parking Tickets DWI /DWAI: 1 MVA: 32
Gasoline: \$1,751.37 (1021.07 gal)
Overtime: Shift Coverage: 201.5 Court -6
Other: 26 Cases / 3 EMT / 6 Concert
Training: NYSDOT Hazmat - Dunn
MVA Accident Reports - \$60 Foil Requests: \$20.68

JUNE 2016 JUSTICE COURT REPORT:

Total Fines: \$34,334.50 Total Surcharges: \$11,952 Total Parking: \$735
Total Civil Fees: \$2,113 Bail Poundage Collected: \$16.35 Total Bail Forfeited: \$200
Total for May: \$49,350.85

Vehicle & Traffic Tickets: 212 Disposed: 371
New Criminal Cases: 48 Disposed: 67 Civil Cases: 4 Disposed: 2
Paid Parking Tickets: 21 Dismissed Traffic Tickets: 26

MONROE FIRE DISTRICT OFFICERS 2016:

Commissions: Thomas M Smith, Peter Scrobe, John Centafonti; Thomas P Sullivan, Ch.
Secretary: Mary Ellen Beams
Treasurer: Richard Goldstein
Chief Daniel Bennet, 1st Ass't Chief John Scherne

JUNE 2016 TREASURER'S REPORT SUBMITTED BY CATHERINE MURRAY:

SIGNIFICANT ACTIVITY (REVENUES)

Bank Interest	\$1,695
Rental	6,811
Building Permits	33,781
Fines & Forfeited Bail	21,627
Refunds Prior Yrs Exp	22,187

SIGNIFICANT ACTIVITY (EXPENDITURES)

PD Motor Vehicles	\$30,137
St. Maint Asphalt	131,540
St. Maint Oiling	120,000
Parks Contractual	24,197
Celebrations Gen'l Expense	25,717
Storm Sewers Gen'l Expense	6,843
Water System Improvements	21,346

Liability Insurance – General Fund	47,052
Water Fund	<u>13,523</u>
	\$60,575

Health Insurance – General Fund	87,976
Water Fund	<u>17,800</u>
	\$105,776

Workers Compensation – General Fund	\$47,808
- Water Fund	<u>6,884</u>
	\$54,692

STATUS OF FY2016 CONTINGENCY ACCOUNTS BALANCE

CURRENT

General Fund Appropriation – budgeted \$162,653	162,653
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Water Fund Appropriation – budgeted \$ 25,000

25,000