

**PUBLIC HEARING 4.18.17 – 6:45 PM  
2018 COMMUNITY DEVELOPMENT PROGRAM FY/2018  
PHYSICAL IMPROVEMENT PROJECT**

A Public Hearing was held on Tuesday April 18, 2017 at 6:45 PM in the Boardroom of the Village Hall, 7 Stage Road, Monroe, NY. The Purpose of the public hearing was to invite public comment and suggestions regarding projects to be considered for funding under the Orange County Community Development Program FY/2018 for improvements as follows:

1. Acquisition and Disposition of Real Property
2. Public Works, Public Facilities or Site Improvements
3. Code Enforcement (Housing and Health Codes)
4. Clearance, demolition and rehabilitation for public use or economic development
5. Housing rehabilitation loan and grants
6. Special projects for elderly and handicapped
7. Provision of Public Service (Shelters, Clinics, Senior Nutrition, etc.)
8. Payment of non-federal shares of other grant programs
9. Relocation payments and assistance

**Present:** Mayor Purcell, Trustees Conklin, Behringer, Dwyer and Chan

**Also present:** Village Clerk Baxter, Deputy Clerk Zahra, Building Inspector Cocks, Police Chief Conklin, Treasurer Murray, DPW Supervisor Linderman and Water Plant Operator Mabee.

There was 1 person from the public present for the Public Hearing. Mayor Purcell read the Public Hearing Notice. There was no written correspondence received. The Public Hearing was left open for 15 minutes.

Resident John Karl asked the Board if they had looked into the possibility of more senior housing being brought into the Village. Mayor Purcell stated that the Village has had businesses come and look into it, but for whatever reason they chose not to pursue it. Mr. Karl commented that he believed that there was some community development money used to start the senior housing project on North Main initially, and Mayor Purcell stated that he was unsure of the particulars. Mr. Karl advised the Board that the property next to Monroe Commons is currently for sale and that it would be ideal to expand the senior housing there. Mr. Karl feels that in order to save North Main Street you need more senior housing, 55 and over housing, in order to keep people in Monroe.

Trustee Chan asked Mr. Karl if he remembered when they were on the Board together if there was a gentleman who wanted to buy up all that property at one time. Mr. Karl confirmed that there was but the current property owner wanted too much money for it. Mr. Karl also stated that a lot of people are leaving the area, retiring from the fire company, the Ambulance Corp., etc. and now would be a good time to start working on this to get ahead of it.

With no further comment, on a motion by Trustee Conklin, seconded by Trustee Chan and carried, the Public Hearing was closed at 7:00 PM.

**BOARD OF TRUSTEES MEETING  
TUESDAY, APRIL 18, 2017  
([www.villageofmonroe.org](http://www.villageofmonroe.org))**

The second of the bi-monthly meetings of the Board of Trustees was held on Tuesday, April 18, 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, Dwyer, Chan and Behringer

**Also present:** Attorney Bonacic Village Clerk Baxter, Deputy Clerk Zahra, Building Inspector Cocks, Police Chief Conklin, Treasurer Murray, DPW Supervisor Linderman and Water Plant Operator Mabee.

**BUDGETARY TRANSFERS / MODIFICATIONS:**

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

**RESOLVED**, the Board of Trustees authorized the Treasurer to make the following fund transfers / modifications to balance the budget:

<b>From:</b>	<b>Description</b>	<b>To:</b>	<b>Description</b>	<b>Amount</b>
<b>Budget Modifications</b>				
A.1560	Safety Inspection Fees	A.1440.450	Engineering Contractual	622.00
A.2115	Planning Board Fees	A.8025.450	Plan Bd Engineer Contract	1,974.00
A.2665	Sales of Equipment	A.3120.250	PD Other Equipment	1,434.80
A.2260	Police Services	A.3120.135	PD OT/Grants	1,111.84
A.4910	CBDG	A.5410.410	Sidewalks General Expense	81,000.00

**BUDGET ADOPTION FY/2018 - CONTINUED:**

(See Minutes Pg. 154 4/4/17)

At the April 4, 2017 Board of Trustees Meeting, Trustee Dwyer requested that the adoption of the 2017-2018 Budget be tabled for additional review due to errors that he felt appeared in the current format of the budget. Discussion followed.

Trustee Chan took a moment to thank all the Department Heads for their additional cuts and hard work on helping to get the budget down. He added that in the spirit of full disclosure, this current budget does include raises for the Board, which hasn't happened in over 12 years. These raises represent an impact of approximately seven (7) cents per household to the residents.

Trustee Chan continued that for 6 years he volunteered on the school board, and for 20 years has volunteered with the ambulance corp. Volunteering is his way of giving back to the community. Trustee Chan stated that he has been very fortunate in life and in business and because of this alone, he cannot accept the salary increase for the Trustees, and therefore, is voting no to the budget, it is for personal reasons.

Trustee Conklin stated that she appreciated his honesty and respects his decision.

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

**RESOLVED**, the Board of Trustees adopts the Budget for Fiscal Year 2018 as follows:

**General Fund: \$9,849,408                      Water Fund: \$1,968,824**

**Amount to be raised by taxes \$6,892,744**

**Tax Rate per thousand of assessed valuation: \$42.35**

**Increase - \$99.00 on a \$50,000 assessed valuation  
\$198.00 on a \$100,000 assessed valuation**

**Tax Rate Increase Rate: 4.90%**

**Revenues: \$2,721,663  
Appropriated Fund Balance: \$235,000**

**Ayes: Trustees Conklin, Behringer, Mayor Purcell  
Nays: Trustees Chan and Dwyer**

**UNPAID CHARGES LEVIED TO THE FY/2018 TAX ROLL:**

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

**RESOLVED**, per the requirement of Orange County Real Property Tax Service, the preparer of the June Village Tax Bills, the Board of Trustees authorized the Village Clerk to forward the following amounts to be levied to fiscal year 2018 June Village Tax:

Amount to be raised by taxes	\$6,892,744
Unpaid Water Charges (WR010)	\$251,035.64
Other Charges (OC010) (Unpaid Fire Inspections)	\$125.00

The other charges (OC010) listed above encompass the following properties: TM # 212-7-3 / 212-6-15 / 212-4-17 / 207-1-16 / 213-1-12.

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

**RESIGNATION: DANIEL JONES, P/T DISPATCHER:**

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

**RESOLVED**, the Board of Trustees accepted with regret the resignation of part-time dispatcher Daniel Jones effective April 26, 2017. The Board thanks Daniel for his two years of service and wish him well in his future endeavors.

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

**ORANGE COUNTY COMMUNITY DEVELOPMENT PROGRAM FUNDING APPLICATION 2018:**

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

**RESOLVED**, the Village of Monroe Board of Trustees authorize Mayor Purcell, the Chief elected official of the Village of Monroe, to submit its application for consideration under the FY/2018 Orange County Urban Consortium Community Development Program. They further certify that they have read and understood the Orange County Urban Consortium Community Development Guidelines for the FY/2018 program year, and have met all of its applicable requirements and the information contained in the application is accurate and true to the best of their knowledge. The Board is considering submitting for curbs and sidewalks from the Lake Street and Millpond Parkway intersection to Stage Road. Discussion followed.

Trustee Dwyer inquired on what it was exactly the Board was considering to use this grant for. Mayor Purcell advised that it would be used for the sidewalks in the downtown. Trustee Dwyer asked if that would be discussed as a Board and Mayor Purcell stated it would and it could be changed as well. This resolution was needed however to authorize him to sign the application and submit it by its due date. Our criteria is very limited for what we can apply for, and because of the per median household, this may be the last year to get grants from Community Development as we may no longer qualify. Mayor Purcell also stated that another issue brought to his attention by Community Development is that the program may be stopped by the Federal Government this year. The sidewalks in the downtown would help offset the costs in rebuilding it and the Village Engineer feels we do fit the criteria for that.

Trustee Dwyer inquired if sidewalks were the theme of this grant. Mayor Purcell acknowledged that it was due to the fact that our median income limited what we could apply for. Trustee Dwyer asked why we couldn't continue the sidewalks from North Main Street down to Spring Street. He stated that right now there are currently no sidewalks from the sharp bend on North Main down, the sidewalks are all deteriorated, to the park. Mayor Purcell stated that we could look into that, but right now we needed to sign the application to get the process moving. Mayor Purcell indicated that we could submit that to Village Engineer O'Rourke to see if we qualify and what he could prepare regarding that because we are on a timeline to get this application submitted.

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

**MONROE FREE LIBRARY – REQUEST FOR PARKING PASSES:**

In an email to the Board of Trustees, Marilyn McIntosh, Executive Director of the Monroe Free Library, is requesting approval to issue parking passes to Library patrons who are there to attend one of the programs offered for children. These daily passes, issued to only those who request them, would be provided at the time of arrival, and would allow them to park in metered parking without paying. Daily passes would be issued for that session only and would not be able to be used on another day, or at another metered location within the Village. Discussion followed.

Trustee Chan asked for clarification that the passes would be issued to library patrons for meters located in front on the library. Mayor Purcell clarified that the passes would be issued to program attendees since there is limited parking in the parking lot of the library. Trustee Chan asked if the parking across the street from the library was metered and Mayor Purcell stated that it was.

Trustee Conklin stated that there was parking also available in the commuter parking lot next to the dry cleaners and Trustee Dwyer stated that the parking past the movie theater was not metered. Trustee Conklin added that there in not metered parking along Smithfield Court as well. There is plenty of non-metered parking for people to park in. On a motion by Trustee Conklin, seconded by Trustee Behringer, it was:

**RESOLVED**, the Board of Trustees denied the request of Marilyn McIntosh, Executive Director of the Monroe Free Library to issue daily parking passes to Library patrons allowing them to park for free in metered parking.

**Ayes:** None

**Nays:** Trustees Conklin, Behringer, Dwyer and Chan

**4<sup>th</sup> ANNUAL DECLARATION DAY 5K RACE – CITY VIEW PROMOTIONS 7/3/17 10AM-11AM:**

City View Promotions submitted an events application for their 4<sup>th</sup> Annual Declaration Day 5K Run on Monday, July 3, 2017 from 10 – 11 AM, contingent on their approval of the NYS DOT 33-B permit. The purpose of this event is to foster community spirit, support local businesses and raise money for their event sponsor – Safe Homes of Orange County. The following roads will be used:

From the Capitan’s Table onto Rt. 17M to Stage Rd. making a left on to Millpond Parkway, left onto Lake St., right onto Rt. 17M, right onto Millpond Parkway picking up the Heritage Trail down to Clark Street. U-turn on Clark St, continue on to Maple Ave, left onto Stage Rd, left back on to Rt. 17M and turning right into the Capitan’s Table parking lot to finish.

Coordination of the event has been made with Administrative Sergeant Amatetti. 8 Police Officers on overtime will be used to close roads, direct traffic and provide safety to runners. Estimated cost of additional police protection for the amount is estimated at \$1,664.88. A minimum of 6 course volunteers from the organization will provide assistance with traffic safety posts. Discussion followed.

Trustee Conklin inquired if there were additional costs for the Highway Department or was inclusive to the Police Department. Mayor Purcell clarified the additional costs were for the Police Department only. Trustee Conklin further inquired if the Village was charging this vendor for these additional costs that were incurred during this event and Mayor Purcell stated that it would be up to the discretion of the Board to decide.

Mayor Purcell asked Attorney Bonacic for an update on the fee schedule that he was to be working on regarding this topic, and at the request of Attorney Bonacic, this matter was tabled for discussion in Executive Session.

**MORATORIUM EXPIRATION / 1 DAY EXTENSION:**

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

WHEREAS, the purpose of Local Law 3 of 2016 was to protect the public health, safety and welfare of the residents of the Village of Monroe and to maintain the *status quo* of certain residential development in the Village while the Board of Trustees completes its comprehensive zoning review, including the adoption of zoning regulations; and

**WHEREAS, the Board of Trustees found that appropriate measures needed be taken to secure a temporary reasonable halt on certain residential permits, certificates of occupancy and approvals for development within the SR 10 and SR 20 zoning districts during such review; and**

**WHEREAS, without the temporary halt, there remains the potential that certain primary residential uses could be located in areas within the Village which would be unsuitable or incompatible with the decisions by the Board of Trustees in finalizing its Comprehensive Plan and zoning regulations;**

**WHEREAS, the potential for such unsuitable and incompatible residential uses would have materially adverse and irreversible impacts on the Village; and**

**WHEREAS, Local Law 3 of 2016 expires on May 2, 2017, which is not a meeting night of the Board of Trustees; and**

**WHEREAS, the Board of Trustees desires to maintain the temporary halt that has been put into place by the moratorium until such time as the Board finalizes its Comprehensive Plan and Zoning Code amendments.**

**NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Village of Monroe hereby extends the moratorium on certain permits, certificates of occupancy and approvals for residential development instituted by Local Law 3 of 2016 for a period of one additional day from the date of its scheduled expiration, resulting in an expiration date of May 3, 2017, or until the effective date of the applicable local laws, whichever first occurs.**

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

**REQUEST FOR FENCE INSTALLATION FOR VILLAGE DRAINAGE EASEMENT – 40 DEANGELIS DRIVE:**

**In a memo to the Board of Trustees, Building Inspector Cocks submitted a matter for the Board to review regarding a homeowners request to install fencing within a Village drainage easement.**

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

**ALTERNATE TRAFFIC ENGINEER – NORTHEAST COMMUNITY BANK:  
(Freeland St and 514 Rt. 17M / TM214-1-53,54)**

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

**RESOLVED, the Board approved the request of the Village of Monroe Planning Board to use an alternate traffic engineer, Katherine Craig of WSP Parsons Brinkerhoff, Briarcliff Manor, NY, to review the traffic study for Northeast Community Bank, a new 5000 square foot bank at 1 Freeland Street and 514 Rt. 17M due to a conflict between the applicant and Creighton Manning, who prepared the initial traffic study.**

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

**BOND – CUMBERLAND FARMS, 502 RT 17M (TM # 215-1-13):**

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

**RESOLVED, the Board accepted the recommendation of the Planning Board's engineer, John O'Rourke, P.E., Lanc & Tully Engineering, and approved the acceptance of a cash bond or local bank Letter of Credit as surety for the proposed construction cost estimates of the Cumberland Farms project in the amount of \$190,845.80 for the proposed construction cost for work located at 502 Rt. 17M.**

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

**MAYOR'S REPORT:**

Mayor Purcell advised that there are a lot of state and local projects going on in the Village, including the downtown and there will be a lot of detours posted so to be mindful of that. Also, with the pending work on the Rt. 208 overpass, the Heritage Trail will be closed while that project is going on. Trustee Chan inquired when the work would begin on the bridge and Mayor Purcell stated that we have not yet been notified when the work will start. Trustee Chan also asked if we knew how long the project would last for and Village Clerk Baxter stated that the contract had an expiration date of November 30, 2017. Trustee Chan asked if they would give us notice prior to the work beginning and Mayor Purcell indicated that they would. Village Clerk Baxter stated that she also provided the contact information for the Times Herald and the Photo News to their project coordinator for possible notifications in those publications prior to the start of the work.

Trustee Behringer stated in some towns they put in those digital message boards to notify drivers of upcoming things and could that be something they do here. Building Inspector Cocks stated that these digital signs are included in their plans for the detour routes.

Mayor Purcell addressed the Board and asked if the Village would be moving forward with supporting the Chamber of Commerce and their hosting of the Cheese Festival because he had to get back to the committee and let them know. Trustee Chan asked if it was going to be a summer fest. Trustee Conklin asked if it was going to be different. Mayor Purcell stated that it would be run pretty much the same as it always has been. Trustee Conklin asked if the Village would be footing the bill. Mayor Purcell stated that it would be run the same as in years past. He indicated that he provided the Board with the numbers he compiled, the approximate cost to the Village for the additional police and highway support would be between \$7000 - \$7200. Mayor Purcell stated that at a recent meeting with the Activities Committee the Chamber of Commerce was present and that they are ready to begin moving forward with advertising, etc. and need to know if the Village is in or not. Trustee Conklin asked why doesn't the Activities Committee just sponsor the event rather than let another committee say they are hosting it but the Village foots the bill. Mayor Purcell stated that historically the Village of Monroe for the past 30 years has paid for the Cheese Festival that was run by a not-for-profit organization, Action in Monroe, which is no different than the Monroe Chamber of Commerce, who is now interested in running the event. The Village of Monroe has always foot the bill for these services. The Activities Committee has nothing to do with the event, the Chamber would be running the whole show. Trustee Conklin stated that we always foot the bill for everything and that is why she requested that the Village change the whole event application so the tax payers are not burdened with this anymore. Mayor Purcell stated that he needs to Board to make a decision on whether or not they are in so he can notify the committee. If we do not support them and support the project, they won't do it.

Trustee Chan interjected and stated that since the Board would be meeting in attorney client to discuss the possibility of a fee schedule that perhaps the Board should table this discussion as well.

Trustee Dwyer stated that the Board has been working on the revised comprehensive plan amendments and changes to the zoning, and part of that is modifications to a couple of pieces that he was involved in and that included tax code, towing code and Scoff law. Trustee Dwyer stated that he has been working on the taxi law for some time with counsel and Chief Conklin and after a recent meeting that was held, there was a piece in the taxi code that needed to be addressed and reviewed. There is some language in the code for taxis that talks about fees and fees to permit taxi's in the Village of Monroe but there is no language explaining what those fees are. Mayor Purcell requested that Trustee Dwyer get the information to Attorney Naughton since we are working on a timeline.

**PUBLIC COMMENT:**

**# PRESENT 1**

**TIME: 7:28PM**

Resident John Karl asked was the purpose was of holding a public hearing tonight at 6:45 PM for community development asking the public for comments if the Board already had something in mind for the project and voted on it. Mayor Purcell stated that the Board can change their mind on the project and that the only thing that the Board voted on this evening was to give him permission to sign the application, that's it.

Mr. Karl stated that he was appreciative to the Board for getting the budget down under 5%. One concern he had with the budget was with the public hearing notice that was posted in The Times Herald Record had the original salaries for the Mayor and the Trustees. That night he stood before the Board for 28 minutes and he felt the Board kind of back doored the changes in

salaries. Mr. Karl stated that he is not against the increase but felt that it should have been included in the original budget.

Trustee Conklin stated that she was to blame. Trustee Conklin acknowledged that she has argued this point with the Board for the past two years. She fought with everyone and they said no, and that's why it was not included initially. Trustee Conklin stated that she continued to do some research and addressed the Board once again with a convincing argument and changed their minds and that is why it is in there now. Trustee Conklin continued that she disagrees with Mr. Karl with the intent to back door anyone. She asked Treasurer Murray if the new budget was on the website yet and Treasurer Murray stated that it was not because the changes had just been made.

Mr. Karl interjected that it all seemed disingenuous the way the Board went around it. Trustee Conklin stated that was his opinion and he was entitled to it. Mr. Karl continued that he felt it was distasteful that the public were shown the old salaries at the public hearing which closed that night and not given an opportunity to comment. Mr. Karl stated again that he was not against pay raises, but the perception and the way the Board went about it.

Mr. Karl continued with a question regarding what the \$59,600.00 under Attorney-Contractual was for. Mayor Purcell explained that during the annexation lawsuit even though the Village put a certain amount of dollars towards the lawsuit there were a lot of other fees that were incurred by all the municipalities from their attorney's that were working with the main law firm. Discussions, phone calls, etc. all those fees were above and beyond the money that we put towards the law suit and they were big dollars. Mayor Purcell also stated we are spending more money to finish up the comprehensive plan but most of those costs came primarily from the annexation and were above and beyond the \$35,000.00 that the Village contributed.

Mr. Karl inquired as to what will happen when other municipalities start dropping off. Mayor Purcell stated that if the money doesn't get spent it goes into the Village's reserve fund balance. Mr. Karl acknowledged that he knew that but questioned if those municipalities that jump off, somebody will be left paying a larger share of the money. Mayor Purcell stated that if other municipalities decided to peel off that would be a decision for the Board to make in time. As of now, the County is all in and only one municipality left as they have no skin in the game. Mayor Purcell stated that the other municipalities are committed and are seeing it through to the end when the appeal process is over.

Trustee Conklin interjected and stated that it really bothered her that Mr. Karl used the word disingenuous. When the Board closed that public hearing it ended with the Board going back to review the budget and cut it more. Trustee Conklin asked Mr. Karl if he remembered what the budget was at when the public hearing closed. Mr. Karl stated it was at 9.91%. Trustee Conklin asked Mr. Karl what the budget was down to now with the increases included. Mr. Karl stated it was 4.90%. Trustee Conklin continued that they dug deep to bring the budget down even with those increases and asked to please not say it was disingenuous because they worked really hard at it. Mr. Karl agreed that it was his perception of the situation and that he doesn't understand why more people don't come out to the meetings. Trustee Conklin stated that she takes that as a compliment, that the residents trust them to do the right thing. Mr. Karl continued that he believed that if he didn't come out that the Village would have a 9.91% budget. Both Trustee Conklin and Mayor Purcell interjected and stated that statement was both not true and disrespectful. Mayor Purcell stated that if we could get the budget lower they would. He reminded Mr. Karl that he was part of this process once before. The one thing that is important to remember is that responsibility of the municipality is the municipality only. What goes on outside of the municipality is not their problem, whether it's with the school district, the fire district, the county or the town. Our responsibility is to make sure that we are fiscally responsible, not pigeon holing this Village, this Board makes sure we cover all our bases. Mayor Purcell stated that the Board tries its best so that the quality of life is not given up in this Village and we have come a long way in a short time. He is proud of this Board, he is proud of its employees and he appreciates that Mr. Karl comes to the meetings to keep his finger on the pulse of what is going on. There is a lot going on and we need to keep our fund balance up so we can keep our bond rating where it is.

**EXECUTIVE SESSION:**

On a motion by Trustee Behringer, seconded by Trustee Chan, with all in favor, the meeting was closed at 7:36 PM. Following a 5-minute recess, the Board convened in Executive Session for discussion of Building Department personnel.

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 Chan and carried, the Open Meeting resumed at 8:30 PM.

**REQUEST FOR FENCE INSTALLATION FOR VILLAGE DRAINAGE EASEMENT – 40 DEANGELIS DRIVE:**

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

**RESOLVED**, the Board of Trustees denied the request of the homeowners of 40 DeAngelis Drive to enter into a License Agreement to install fencing within a Village drainage easement.

Ayes: Trustees Conklin, Behringer, Dwyer and Chan

Nays: None

**ADJOURNMENT:**

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

Ayes: Trustees Chan, Behringer, Dwyer and Conklin

Nays: None

**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.

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

1. Minutes prepared, processed associated correspondence and Legal Notices completed for the March 7<sup>th</sup> and 21<sup>st</sup> Meetings.
2. Permits issued: Handicap Parking: 9 Garage Sale: 2 Solicitor/Peddling: 1 Road Opening: 1
3. Closed out mailing machine for month on 3/31.
4. Bi-Weekly payroll worksheets completed and submitted.
5. Collection of February 2017 water rents.
6. Oversee website updates and maintenance.
7. Crash of autodial and voicemail system at Village Hall on 3/24/17. Worked with Frontier representative to address lack of voicemail and installation of Central Office Voicemail. 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. Required paperwork filed with O.C. Department of Human Resources.
9. Vouchers completed as required. Transmittal of money collected completed and bank deposits done.
10. Scan and email pertinent information to Board and Attorney.
11. Notification and acceptance of \$2400.00 OC Arts & Tourism Grant.
12. Initiated State of Emergency paperwork for Blizzard Stella on 3/14/17
13. Issued 4 Snow Violations.



**MARCH 2017 DPW SUBMITTED BY JOHN LINDERMAN, PUBLIC WORKS SUPERVISOR:**

**REGULAR MAINTENANCE / VILLAGE IMPROVEMENTS:**

1. Garbage pickup in Crane Park 3X.
2. Cleaned all truck bays and workshop.
3. Used Sweeper in the Village 3X.
4. Cleaned drainage easements throughout the Village.
5. Plowed the Blizzard on the 14<sup>th</sup> and the 15<sup>th</sup>.
6. Cleaned the Village after the snowstorm on the 16<sup>th</sup> and 17<sup>th</sup>.
7. Switched all trucks from winter work to summer work.

**MARCH 2017 JUSTICE COURT REPORT:**

Total Fines: \$38,590.00 Total Surcharges: \$12,040.00 Total Parking: \$4,498.00  
Total Civil Fees: \$2,065.00 Bail Poundage Collected: \$123.90 Total Bail Forfeited: \$410.00  
Total for February: \$57,726.90

Vehicle & Traffic Tickets: 361 Disposed: 402  
New Criminal Cases: 29 Disposed: 69 Civil Cases: 2 Disposed: 0  
Paid Parking Tickets: 153 Dismissed Traffic Tickets: 54

**MARCH 2017 POLICE DEPARTMENT REPORT SUBMITTED BY DAVID CONKLIN, CHIEF:**

**CALLS FOR SERVICE**

TOTAL CALLS – 1,776  
NON CRIMINAL OFFENSE – 1,626  
CRIMINAL OFFENSE – 150  
ARRESTS – 33

**TRAFFIC REPORT**

TRAFFIC TICKETS – 338  
PARKING TICKETS – 56  
DWI/DWAI – 4  
GAS – \$1605.98/995.79G  
MVA – 35

**OVERTIME/HOURS**

HOLIDAY – 0  
COVER SHIFT – 69  
COURT – 0  
OTHER – EMT-12/ CVE DETAIL – 8/ CASES-2.5/ DWI – 17/ TRU -13.5

**TRAINING**

INTERVIEW W/INTERROGATION – ROMER  
DWI DETECTION – LEE/ MALGIERI / FARNINGHAM  
PERScription DRUGS – FREMGEN / YOUNG / MAHONEY  
CRIMINAL INV – TENAAGLIA / FREMGEN

**MVA ACCIDENT REPORT – \$20**

**FOIL REQUESTS - \$5.75**

**MARCH 2017 TREASURER'S REPORT SUBMITTED BY CATHERINE MURRAY:**

Bank interest	
Real Property Tax w/ Int & Penalty	136,245
Utilities Gross Receipts Tax	31,039
Planning Board Fees	8,390
Snow Removal Svc Other Govt	22,475
Rental Real Property (March & April)	14,708
Building permits	17,645
Fines & Forfeited Bail	26,109
Community Development Block Grant	81,000
Insurance Recoveries/ WC tail claim (water)	15,145

**SIGNIFICANT ACTIVITY (EXPENDITURES)**

Judgments & Claims (tax certiorari)	30,591
Parks Contractual	9,384
Purification Auto Equipment	56,006
Radio Reads (water)	9,632
Liability Insurance - General Fund	37,959
- Water Fund	<u>10,706</u>
	48,665
Workers Compensation Insurance - General Fund	47,865
- Water Fund	<u>7,432</u>
	55,298
Health Insurance - General Fund	105,817
- Water Fund	<u>15,323</u>
	121,140

**STATUS OF FY2017 CONTINGENCY ACCOUNTS**

**CURRENT BALANCE**

General Fund Appropriation -budgeted	\$162,653	107,062
Water Fund Appropriation -budgeted	\$25,000	25,000

**COMMENTS:**

We have completed 10 months of the fiscal year and expenses should be at 83.37%. The expenses are at 80.5% for the General Fund and the expenses are at 86.2% for the Water Fund.

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

**Production: Lake Mombasha 22,010,548 Gallons / 22,953,379 Gallons LY 2016**  
**Well #4: 4,011,766 Gallons / 35,550,230 Gallons LY 2016**

**Consumption: 26,022,314 Gallons / 26,503,609 Gallons LY 2016**

**Water Samples / Testing: OK**  
**Rainfall: 3.99**  
**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**  
**10 Forestdale Service Line Leak**  
**Photo ID's taken**  
**2 Emergency Mark Outs**  
**Body of Truck**  
**Environmental Assessment Solitude Lake Management**

**MARCH 2017 BUILDING DEPARTMENT AS SUBMITTED BY SECRETARY PROULX:**

<b>Building Permits Issued:</b>	<b>39</b>
<b>Rental Inspections Completed:</b>	<b>30</b>
<b>Title Searches Completed:</b>	<b>15</b>
<b>Violations Issued:</b>	<b>10</b>
<b>Building Permit Inspections performed:</b>	<b>38</b>
<b>C.O's Issued:</b>	<b>15</b>
<b>Open, active building permits</b>	<b>240</b>

<b>Building Permit Fees:</b>	<b>\$13,408.25</b>
<b>Rental Permit Fees:</b>	<b>675.00</b>
<b>Fire Inspection Fees:</b>	<b>150.00</b>
<b>Title Search Fees</b>	<b><u>2,475.00</u></b>
<b>Total Fees Collected</b>	<b>\$16,707.25</b>

**Monthly Assessor's Report filed**

**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 Goldsein**  
**Chief Daniel Bennet, 1<sup>st</sup> Ass't Chief John Scherne**