

PUBLIC HEARING 4.20.21 – 6:30 PM
INTRODUCTORY LOCAL LAW #17 OF 2019
“AMENDMENTS TO CH. 200, ZONING, MAX. GROSS RESIDENTIAL FLOOR AREA RATIOS
(FAR)”

Due to the COVID-19 pandemic and Governor Cuomo’s Executive Order No. 202.1, a Public Hearing was held on Tuesday April 20, 2021 at 6:30PM via ZOOM videoconferencing, a cloud based platform for video and audio conferencing. Although there was no physical meeting location, the public hearing was deemed to be conducted in the Boardroom of the Village Hall, 7 Stage Road Monroe, NY. All Board Members and members of the public were able to attend participating in the Meeting by videoconferencing in via the web link or telephone number provided by Village Clerk Baxter. The Public Hearing was held to review changes made to Introductory Local Law #17 of 2019 entitled “Amendments to Chapter 200, Zoning, to establish floor area ratios for single-family detached dwellings and two-family dwellings in the Village of Monroe.

Present: Mayor Dwyer, Trustees Behringer, Houle and Karl
Also present: Attorney Terhune, Village Clerk Baxter and Deputy Clerk Zahra

Absent: Trustee Alley (sick)

On a motion by Trustee Behringer, seconded by Trustee Houle, and carried, the public hearing was opened at 6:30 PM.

There were 4 people from the public present for the public hearings. There was no written correspondence received. The public hearing was left open for 31 minutes.

Resident Shaya Ergner thanked the Board for their amazing work in the Village. Mr. Ergner stated that the proposed local law would have a big impact on residents, developers and land owners in the community and asked the Board to leave the zoning as is.

Attorney Terhune added that if anyone knows the square footage of their lot they would be able to figure out the floor area ratio calculations themselves.

Mr. Ergner also asked if the property taxes would go down if a smaller home is built and Mayor Dwyer replied that the best person to answer that question is the Town of Monroe Tax Assessors Office.

With no further comments or questions, on a motion by Trustee Karl, seconded by Trustee Behringer and carried, the public hearing was adjourned at 7:01 PM.

To hear the entire text of this public hearing, please reference the audio on file in the Village Clerk’s office.

BOARD OF TRUSTEES MEETING
TUESDAY, APRIL 20, 2021
www.villageofmonroe.org

Due to the COVID-19 pandemic and Governor Cuomo’s Executive Order No. 202.1, the second of the bi-monthly meetings of the Board of Trustees was held on Tuesday, April 20, 2021 beginning at 7:02PM via ZOOM videoconferencing. Although there was no physical meeting location, the meeting was deemed to be conducted in the Boardroom of the Village Hall, 7 Stage Road Monroe, NY. Mayor Neil Dwyer called the meeting to order and led in the pledge to the flag.

Present: Mayor Dwyer; Trustees Behringer Houle and Karl
Also present: Attorney Terhune, Village Clerk Baxter, Deputy Clerk Zahra, Building Inspector Cocks, Police Chief Guzman, Treasurer Murray and Water Plant Operator Mabee

Absent: Trustee Alley (sick)

MOTION TO OPEN MEETING:

On a motion by Trustee Houle, seconded by Trustee Karl, the April 20, 2021 Meeting of the Board of Trustees was opened at 7:03PM.

Ayes: Trustees Behringer Houle and Karl
Nays: None

MINUTE APPROVAL: FEBRUARY 16th 2021 BOARD MEETING:

On a motion by Trustee Karl seconded by Trustee Behringer, the Minutes of the February 16th 2021 Board Meeting were approved.

Ayes: Trustees Behringer Houle and Karl
Nays: None

MINUTE APPROVAL: MARCH 2nd 2021 BOARD MEETING:

On a motion by Trustee Houle seconded by Trustee Karl, the Minutes of the March 2nd 2021 Board Meeting were approved.

Ayes: Trustees Behringer Houle and Karl
Nays: None

MINUTE APPROVAL: MARCH 16th 2021 BOARD MEETING:

On a motion by Trustee Houle seconded by Trustee Karl, the Minutes of the March 16th 2021 Board Meeting were approved.

Ayes: Trustees Behringer Houle and Karl
Nays: None

MINUTE APPROVAL: MARCH 23rd 2021 SPECIAL MEETING:

On a motion by Trustee Behringer seconded by Trustee Karl, the Minutes of the March 23rd 2021 Special Meeting were approved.

Ayes: Trustees Behringer Houle and Karl
Nays: None

MINUTE APPROVAL: MARCH 31st SPECIAL MEETING:

On a motion by Trustee Karl seconded by Trustee Behringer, the Minutes of the March 31st Special Meeting were approved.

Ayes: Mayor Dwyer, Trustees Behringer and Karl
Nays: None
Abstain: Trustee Houle

BUDGETARY TRANSFERS / MODIFICATIONS:

On a motion by Trustee Houle, seconded by Trustee Behringer, and carried, it was:

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

| From: | Description | To: | Description | Amount | |
|--------|------------------------|------------|---------------------------------|-----------|---|
| | None | | | | |
| | | | Budget Modifications | | |
| A.1560 | Safety Inspection Fees | A.1440.450 | Engineering Contractual | 8,719.00 | Raise Revenue/Expense lines re safety inspection fees collected re engineering |
| A.2115 | Planning Board Fees | A.8025.450 | Plan Bd Enginner Contract | 41,035.00 | Raise Revenue/Expense lines re planning board fees collected/engineer contractual |
| A.2260 | Police Services | A.3120.472 | PD Education | 700.00 | Raise Revenue/Expense lines re grant |
| A.2705 | Donations | A.7110.410 | Parks General Expense | 3,700.00 | Raise Revenue/Expense lines re park signs |
| A.2665 | Sales of Equipment | A.9950.930 | Transfers PD Auto Reserve | 5,850.00 | Raise Revenue/Expense lines re sale of vehicle |
| A.2770 | Miscellaneous Revenue | A.9950.900 | Transfers Hwy Equipment Reserve | 59,519.00 | Raise Revenue/Expense lines re insurance rewards revenue |
| | | A.5110.240 | St Maint Hwy Equipment | 52,810.00 | Raise Expense Line re equipment financed |
| | | F.8320.250 | Source Equipment | 86,890.00 | Raise Expense Line re equipment financed |

COMPLETION OF PROBATIONARY PERIOD: POLICE OFFICERS, JEFFREY PAYTON & KYLE ROONEY:

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

RESOLVED, having successfully completed their probationary period, the following employees are hereby given permanent status for civil service requirements:

Police Officer Jeffery Payton, effective April 13, 2021

Police Officer Kyle Rooney, effective April 3, 2021

The necessary MSD 426-B will be submitted to OC Department of Human Resources.

Ayes: Trustees Behringer, Houle and Karl

Nays: None

RESIGNATION – J. NOVACK, MONROE JOINT PARKS RECREATION COMMISSION:

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

RESOLVED, the Board of Trustees accepted with regret the resignation of Jonathan Novack from the position of Commissioner from the Monroe Joint Parks Recreation Commission effective immediately. Mr. Novack has been a member of the Commission since 2015 and the Board thanked him for his 6 years of service.

Ayes: Trustees Behringer, Houle and Karl

Nays: None

AUTHORIZATION TO ADVERTISE – MONROE JOINT PARKS RECREATION COMMISSION VACANCY:

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

RESOLVED, the Board of Trustees authorized Village Clerk Baxter to advertise to fill the vacancy on the Monroe Joint Parks recreation Commission. The vacancy was created by the resignation of Jonathan Novak, whose term expires 12/31/24.

Ayes: Trustees Behringer, Houle and Karl

Nays: None

APPOINTMENT – PART TIME SEASONAL LABORER, JOSEPH REDMOND:

Mayor Dwyer shared with the Board and public that Mr. Redmond's services were contingent upon the different weeds that would be coming up in the ponds so that they can be treated and Mr. Redmond will be responsible for determining a plan of application for treatment based on what weeds do come up. Mayor Dwyer continued that Mr. Redmond expects to be able to complete the North Pond in one day, and the South Pond in another.

Trustee Karl asked if Mr. Redmond carried his own liability insurance or would be fall under the Village's insurance. Mayor Dwyer replied that he would be appointed as a part time laborer and would fall under the Village's insurance. Trustee Karl asked what he would be using to applying the chemicals and Mayor Dwyer replied it was some type of spraying mechanism. Trustee Karl asked if he would be wearing a respirator and Mayor Dwyer replied that he would defer to Mr. Redmond, but he is licensed by the DEC so he is confident that he would be following all the guidelines.

Trustee Houle asked why the Village was paying mileage? Wouldn't he be using one of the Village DPW trucks while doing services within the Village? Mayor Dwyer replied that based on where he lives he would be traveling approximately 97 miles one way. Trustee Houle asked if he would be working 20 hours a week and Mayor Dwyer replied that if he can get the job done in 4 hours, then he's done. If he gets it done in an hour or 10 hours, then he's done. Mr. Redmond is coming on board to specifically get the Village DPW certified for pesticide application. Trustee Karl asked what budget line this was coming out of and Mayor Dwyer replied it was A.7110.1000, Crane Park Personal Services and A.7110.4540, General Maintenance for materials.

Trustee Houle asked if the Village was paying for mileage would that make the Village responsible for him is something happens while driving home. Attorney Terhune replied if it was his personal car, then the Village would not be responsible for an accident while he was coming or going. The Village insurance would only cover anything that happened while he was here.

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

RESOLVED, the Village Board approved the appointment of Joseph Redmond, 1718 Grovornors Corners Road, Central Bridge, NY 12035 to the position of seasonal part time Laborer. Mr. Redmond is a licensed pesticide applicator and is being appointed for the purposes of training the Village of Monroe DPW for their pesticide certifications. Pre-approval of his appointment has been received from the Orange County Department of Civil Service and is effective beginning April 21, 2021 at the hourly rate of \$35.90/hour. The Village of Monroe will also reimburse Mr. Redmond for his daily mileage at a rate of \$0.56 cents per mile.

Ayes: Trustees Alley, Behringer, Houle and Karl

Nays: None

Trustee Karl asked if the Village was paying him mileage for him to drive back and forth, how that would work with workman's comp insurance if something should happen. Trustee Karl also asked if the Village is paying him portal to portal, since the Village is paying him mileage. Mayor Dwyer replied that the Village is paying him to come down here. Trustee Karl then questioned if that meant he would fall under the Village's workman's comp insurance. Mayor Dwyer asked Attorney Terhune and she replied that she didn't know. Mayor Dwyer suggested tabling the matter so he could get additional information.

On a motion by Trustee Houle, seconded by Trustee Karl, and carried, it was:

RESOLVED, the Board of Trustees rescinded the appointment of part time seasonal laborer Joseph Redmond to allow for additional time to have review some insurance questions on Mr. Redmond's appointment.

Trustee Houle stated that she would contact Greg Townsend from Marshall & Sterling to get clarification on the matter.

WATER DEPARTMENT SURPLUS – 2008 CHEVROLET PICKUP TRUCK – SELL THROUGH AUCTIONS INTERNATIONAL:

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

WHEREAS, State Law requires equipment no longer needed by a municipality be sold at fair market value after declaring it surplus and no longer needed.

NOW, THEREFORE, BE IT RESOLVED, the Board of Trustees accepted the recommendation of the Water Plant Operator Mabee and declared the following equipment surplus to the needs of the Village and authorize it to be auctioned to the highest bidder through Auctions International, 808 Bordon Road, Cheekowaga, New York. The funds from the sale of this vehicle will be deposited into Budget line F.2401.1000, Water Auto Reserve.

2008 Chevrolet, VIN # 1GCEK19088Z215335

Ayes: Trustees Behringer, Houle, and Karl

Nays: None

VEHICLE PURCHASE – FORD F 250XL – WATER DEPARTMENT – CONTINUED:

At the April 6, 2021 Board Meeting, the Board tabled this matter to allow for additional time to explore other options including purchasing the vehicle up front, the possibility of obtaining one through a Municipal Leasing program and possibly a more efficient vehicle with four-wheel drive. Discussion followed.

The Board continued to discuss the merits of leasing or purchasing a new truck for the Water Department. Mayor Dwyer discussed the different needs of the vehicle and shared his opinion that a closed, utility body would be the best route, but that Water Plant Operator Mabee stated he thought a pickup truck would be better. Mayor Dwyer spoke of receiving a list of duties for what the truck was to be used for to see if something else was warranted. Trustee Karl shared that the Water Department has

used smaller vehicles in the past and that they just didn't work, they needed something bigger and more versatile.

Water Plant Operator Mabee shared his thoughts on what his department would benefit from and the types of vehicles he has driven over the years. Mayor Dwyer stated that he and Trustee Karl would continue to do additional homework and tabled the matter till the May 4, 2021 Board Meeting.

INSURANCE REQUIREMENTS FOR VILLAGE OF MONROE BID DOCUMENTS:

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

RESOLVED, the Board of Trustees hereby adopt the proposed insurance requirements for the Village of Monroe bid documents as provided by the Village of Monroe's insurance carrier, Marshall & Sterling. The requirements are as follows:

PROTECTION AND INSURANCE:

The Contractor and his/her/its sureties shall be responsible for and shall protect all parts of the work against loss and injury by water, frost, wind, hail or fire, lightning, windstorm, explosion, riot, attending strike, civil commotion, aircraft, vehicles, smoke vandalism and malicious mischief, or accident or other cause and from any interference and shall protect and indemnify the Village of Monroe and the State of New York, by adequate insurance or other means approved by the Village of Monroe, against any loss or injury resulting from such causes whether or not they are within human control.

The Contractor shall, prior to the commencement of work, procure and thereafter maintain at his/her/its own expense, until final acceptance by the Village of Monroe of the work and terms covered by the Contract, insurance for damages imposed by law, of the kind and in the amount hereinafter provided, in insurance companies authorized to do such business in the State of New York, covering all operations under this contract whether performed by him/her/it, or his/her/its subcontractors. Before commencing the work, the Contractor shall furnish to the Village of Monroe the original policies or certified copies of the original policies and such number of certificates of insurance in form satisfactory to the Village of Monroe showing that the Contractor has complied with this Section, which certificates shall provide that the policies shall not be changes or cancelled until thirty (30) days written notice has been given to the Village of Monroe.

The Contractor shall take and assume all responsibility for the work, and take all precautions for the prevention of injuries to persons and property in or about the work; she/he/it shall bear all losses resulting to him/her/it on account of, the amount, or character, or upon which the work is done different from that which was estimated or expected, or on account of the weather, elements or other causes and he/she/it and his/her/its Surety or Insurance Company shall assume the defense of, and indemnify and save harmless the State of New York, the Village of Monroe and its officers, employees, and agents, from any and all claims relating to labor, equipment, or materials furnished for the work, and to inventions, patents, and patent rights used in doing work, and to injuries or damages to persons, corporations or property caused by or in any way arising out of the work performed by the Contractor, Subcontractor and the employees under the Contract.

The Contractor shall provide insurance coverage as follows:

1. Notwithstanding any terms, conditions or provisions, in any other writing between the parties, the contractor hereby agrees to effectuate the naming of the Village as an unrestricted additional insurance on the contractor's insurance policies, with waiver of subrogation on both the general liability and worker's compensation.
2. The policy naming the Village as an additional insured shall:
 - a) Be an insurance policy from an A.M. Best rated "secured" or better, New York State admitted insurer.
 - b) State that the organization's coverage shall be the primary and noncontributory coverage for the municipality, its Board, employees and volunteers.
 - c) Additional insured status shall be provided by ISO endorsement CG 2010 11 85 or its equivalent. Examples of equivalent ISO additional insured endorsements include using both CG 20 33 10 01 and CG 20 37 10 01 together. Completed copies of all endorsements must be attached to the certificate of insurance.
 - d) The certificate of insurance must describe the specific services provided by the consultant (e.g. asbestos testing, consulting) that are covered by the professional or errors and omissions policy.

3. The contractor agrees to indemnify the Village of Monroe for any applicable deductibles.
4. **Required Insurance:**
 - **Contractor's Commercial General Liability Insurance:**
\$1,000,000 per occurrence / \$2,000,000 general & products/completed operations aggregates. The general aggregate shall apply on a per-project basis. Village of Monroe must be named as Additional Insured including Waiver of Subrogation, 30 day notice of cancellation and include Primary & Non-contributory.
 - **Automobile Liability:**
\$1,000,000 combined single limit for owned, hired or borrowed and non-owned motor vehicles. Village of Monroe must be named as additional insured including waiver of subrogation.
 - **Statutory Worker's Compensation Insurance & Employer's Liability Insurance for all employees.** Include Waiver of Subrogation.
 - **Owners Contractors Protective Insurance:**
\$1,000,000 per occurrence
\$2,000,000 aggregate, naming the Village as the insured. Required for construction projects in excess of \$200,000
 - **Umbrella Liability:**
\$5,000,000 per occurrence
\$5,000,000 aggregate, with the Village named as additional insured. Include Waiver of Subrogation.
 - **Builders Risk Insurance or Installation Floater:** Builder risk coverage can be provided by the municipality, or required of the contractors. Installation floaters are provided by the contractor(s).
 - **Bid, Performance and Labor & Material Bonds:**
Shall be provided by a New York State-admitted surety company, in good standing.
5. The insurance product must indicate whether or not they are an agent for the companies providing the coverage.
6. Contractor acknowledges that failure to obtain such insurance on behalf of the Village constitutes a material breach of contract and subjects it to liability for damages, indemnification and all other legal remedies available to the Village. The contractor is to provide the Village with a certificate of insurance, evidencing the above requirements have been met, prior to the commencement of work.

HOLD HARMLESS (INDEMNITY)

The Contractor shall defend, indemnify and hold harmless, the State of New York, the Village of Monroe, its agents, servants and employees from any and all damages or claims whatsoever, occasioned by or caused to any person, partnership, association or corporation or occasioned by or caused to any property arising out of performance of this Contract or from any defective condition of the materials furnished or supplied or contemplated to be furnished or applied under this Contract. This is to include inventions, royalties, patents, and patent rights. To the greatest extent permitted by law, the liability of the Contractor under this Section shall be absolute and is not dependent upon any question of negligence, on the part of the Contractor, the State of New York, the Village of Monroe or their agents or employees.

These requirements shall become effective upon adoption of this resolution.

Ayes: Trustees Alley, Behringer, Houle, and Karl

Nays: None

Trustee Houle added that this information would not only need to be part of bid packets but provided from any contractor or sub-contractor doing work in the Village of Monroe.

Mayor Dwyer asked Attorney Terhune if she had reviewed the documents and was in agreement and she replied yes to both.

RENEWAL OF GRANT WRITING SERVICES WITH MILLENNIUM STRATEGIES:

Mayor Dwyer shared that he received notice from the Town of Monroe that their annual agreement with Millennium Strategies was coming due. He stated that the Village has spent \$9,000 per year over the past two years and the current agreement would run for the period of 5/1/21 – 4/30/22. Mayor Dwyer asked the Board to share their thoughts on whether or not they should renew the contract.

Trustee Houle stated that they were currently assisting them with a grant for Congressional Appropriations. Trustee Houle also stated that they should remember that in addition to finding the grant, they file the paperwork as well which can be very confusing and cumbersome. She suggested identifying one person at the Village to work directly with them.

Mayor Dwyer reminded the Board that money is only awarded when funds are available.

Trustee Karl asked if the \$9,000 was for one year and Mayor Dwyer confirmed that was correct. Trustee Karl added that the Town has been aggressive with funding and was for giving them another year. Trustee Behringer agreed.

Trustee Houle stated that she believed that the Monroe Police Department had received some grants and Police Chief Guzman replied that they had applied for a few grants and had received one. He added that they were currently working on one for COVID Emergency Medical Supplies.

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

RESOLVED, the Board of Trustees authorized the Village of Monroe to extend its contract with Millennium Strategies Grant Writing Services for a period of one year beginning on May 1, 2021 through April 30, 2022 in the amount of \$9,000. The cost of these services is to be allocated from budget line A.1989.4500, General Government Support, Contractual.

Ayes: Trustees Behringer, Houle, and Karl

Nays: None

INTER-MUNICIPAL AGREEMENT – VILLAGE OF MONROE & THE MWCSO – SCHOOL RESOURCE OFFICER PROGRAM:

On a motion by Trustee Karl, seconded by Trustee Houle, it was:

RESOLVED, the Board of Trustees authorized Mayor Dwyer to enter into an Inter-Municipal Agreement with the Monroe Woodbury Central School District to provide a School Resource Officer Program in the school's that are within the Village's geographical boundaries, which include North Main Elementary, Pine Tree Elementary and Sapphire Elementary. The term of the agreement is from July 1, 2020 to June 30, 2021 and is renewal each year upon mutual consent. It is further;

RESOLVED, that Mayor Dwyer is authorized to sign the agreement.

Ayes: Trustees Behringer, Houle, and Karl

Nays: None

Trustee Behringer questioned the dates of the agreement and Mayor Dwyer replied that the agreement was never signed last year and they are signing this version to bring it up to date.

DISCUSSION – CANNABIS LAW:

Trustee Houle shared that on March 31, 2021, New York State passed a Cannabis Law, also known as MRTA, the Marijuana Regulation and Taxation Act. She continued that she attended a webinar sponsored by NYCOM and how it would impact municipalities and learned that local governments have an opportunity to opt out of retail sales and on sight consumption. A decision to opt out would have to be done by December 31, 2021 and that could result in a permissive referendum, which means any resident could start a petition and if enough signatures are received, could force the question to be on the ballot of the March 2022 election and have the local law overturned.

If the Village chooses to opt out, it can opt back in at any time. If the Village opts out, it misses out on collecting any of the potential tax income that would come in from the sale of marijuana. If the Village does not opt out, it will be assumed that we opt in, and if there is a retail sales location or an on-site consumption, the Village would stand to receive 3% of the taxes that are collected. There is a 4% local

tax, and 1% would go to the County, and the remaining 3% could potentially be split with the Town since we are a Village. That would only happen if the Town opted in to allowing retail sales or onsite consumption.

Trustee Houle also stated that the Village would be able to regulate the time, place and manner of sales as well as onsite consumption. The Village can also regulate where in public it could happen, which includes smoking, vaping of tobacco and cannabis type products. The Village cannot prohibit the use of only cannabis, we would have to prohibit both tobacco and cannabis.

The Village will have no say if there is a cultivator within the Village, that is allowable by law, but the Village could regulate home growers. There are elements of the law that the Village will have control over, but some that we won't. Trustee Houle stated that she had not finished reading the 128 pages that she received on the topic but was happy to share with anyone who was interested in receiving it. Trustee Houle added that the Board needs to consider if they wish to opt or not over the course of the year.

Trustee Karl asked who would be in charge of enforcement and Trustee Houle replied that there are several layers of regulation in the penal law so the Monroe Police Department would be in charge of that, but that there are several that fall under the zoning laws, so it appears that the Code Enforcement Officer would have jurisdiction over that.

Trustee Houle added that the first expected marijuana sale isn't expected until next year or early 2023, so the Village has some time to decide to figure it out. It was shared that the presentation would also be made available on the NYCOM website.

Mayor Dwyer asked Chief Guzman if the Village had anything on its books about cigarette smoking in Airplane Park and Chief Guzman replied that everything the Village had was covered under the New York State Clean Indoor Air Act, and smoking, including cannabis would be prohibited under Public Health Law, Article 13E, school grounds or school bus. Chief Guzman recommended researching and working on a Village ordinance, similar to what the Village currently has on the books in Chapter 67 for open containers of alcoholic beverages, to restrict the smoking of marijuana in certain locations, like Village owned property, public buildings, shopping parking lots, parks and playgrounds. It is just a matter of time before they start receiving phone calls and if they don't have an ordinance, there won't be much the police will be able to do to enforce it.

DISCUSSION – REOPENING PLAYGROUNDS:

Mayor Dwyer stated that he has taken a couple of phone calls regarding the reopening of Airplane Park. Both Trustees Houle and Karl indicated that they were both interested in having a conversation about reopening the park and Trustee Karl also added that while he didn't know that status of the State, municipalities they are beginning to open back up. Trustee Karl asked if the equipment had been inspected since the winter and Mayor Dwyer replied that they had received a check list from NYMIR to schedule an inspection and the DPW submitted a list of things like mowing and mulching that they will be doing as well.

Trustee Karl asked if there was a timeline to open the park up and Mayor Dwyer replied that there hasn't been a lot of guidance on reopening. He added that Smith's Clove Park is working on a honor system and he can't imagine what that means. They want to open things up, they want people to practice social distancing and wear their PPE, and not have 60 people on the swings. Mayor Dwyer stated that he had asked Village Clerk Baxter to try and get guidance from the Department of Health and she shared that to date she had left two messages for Brian in the Department of Environmental Services and had not received a call back. All that she had was the information that she had shared with him from Smith's Clove Park.

Trustee Behringer stated that people should use common sense. It is depressing to see flags at half-staff, parks closed, the gazebo closed. People should use their judgement in a good way.

Trustee Karl stated that he would like to set a goal to reopen by the first week of May and Mayor Dwyer replied that they would work on a reopening plan.

MAYOR & TRUSTEE'S REPORT:

Trustee Behringer reminded everyone that Clean Sweep was coming up this weekend and was looking forward to it, especially after it being cancelled last year due to COVID. Mayor Dwyer suggested that they would send out a reminder on Constant Contact of the event. Trustee Behringer also added that there continues to be new businesses coming to the downtown and reminded people to continuing

supporting local businesses. Mayor Dwyer added that the Marketplace is getting closer to opening, it is going to be a great addition to the downtown.

Trustee Karl shared that he recently had a medical incident that resulted in him having to call for an EMT Officer. An ambulance arrived shortly thereafter. Trustee Karl stated that the Village is lucky to have such excellent emergency services and thanked them for their service.

Mayor Dwyer stated that the Village is working on hosting its Memorial Day parade this year. Mayor Dwyer continued that he has the help of resident Tim Finnegan as well as two others who have come into the fold. Trustee Karl shared that NYS DOT has started reissuing permits for State roads again, so that's helpful. Trustee Houle shared that she attended the St. Patrick's Day parade in Port Jervis in March and they handled it very well. They were able to separate groups by using emergency vehicles between them.

Mayor Dwyer shared that this past Sunday around noon a helicopter landed at 24 Gilbert Street Extension. It was supposed to land at the old Verticon building but ended up landing behind the YMCA. Mayor Dwyer continued that he asked Police Chief Guzman to do some research on the matter and it is in the process of being done. It is one thing if a helicopter needs to be landed in the Village for life and limb, but for pleasure if a different thing. Trustee Karl shared that the Mombasha Fire Company has procedures in place for landing zones if a medivac is called in and doesn't understand why the fire company wasn't notified and stated the Village should pass some kind of legislation.

Trustee Houle asked if the Village knew the purpose of the helicopter landing and mayor Dwyer replied that apparently a Village business owner needed some aerial photos. Trustee Behringer stated that emergencies are one thing but this type of thing just isn't safe. The Village needs legislation to prevent this. Attorney Terhune stated that the Village can regulate land use but not air space. She added that she would continue to look into and draft a local law.

PUBLIC COMMENT:

PRESENT 6

TIME: 8:48 PM

Resident and Planning Board member Gary Parise asked for an update on the traffic signal that was proposed at Rt. 17M and Gilbert Street. Mr. Parise asked the Board to confirm that that the Village holds money in an escrow account that is for this purpose and Mayor Dwyer confirmed that it did. Mr. Parise shared some history on the proposed project and Trustee Karl asked how much was currently sitting in the escrow account. Mayor Dwyer replied he would confirm that with Treasurer Murray in the morning and report back. Attorney Terhune stated that the Smith Farm traffic consultants are responsible for doing a study every couple of years and they have to mitigate any traffic that they generate which includes even widening the west bound approach. The Village was contacted by their Attorney's a long time ago to widen the road but referred them to read the resolution by the Village's Planning Board, which puts all of those traffic mitigation requirements in their hands.

Attorney Terhune replied that a traffic report from the State recommended some improvements which included widening the road and adding the turning lanes and that was to be done at the applicants expense. She added that she wasn't sure what happened after that but all of that was to be done on the applicant. Mr. Parise replied that they should follow up on that and asked if all three warrants were met. He was told that they were, but he has no proof of that, only word of mouth.

Attorney Terhune replied that she wasn't sure if the third warrant was met and Mayor Dwyer replied that he would put all of the documentation together and get back to him about it. Trustee Karl asked what the mechanism was to generate the light being installed and Mr. Parise replied that there were various stages. Attorney Terhune stated that she would draft something to address what had been talked about this evening.

Mayor Dwyer also shared that he had been having some email exchanges with Mr. Parise regarding the cable and junction box work that Squan has been doing in front of Mr. Parise's home. There have been some issues with many people and he has been in contact with him regarding restoration. The Village is holding a very heavy bond on them, so encouraged anyone who was having any issues to let him know and he'd be happy to address it. Mayor Dwyer added that April 15th was the start of their restoration plan and he assumes that they'll be knocking it out of the park. Mr. Parise thanked Mayor Dwyer for his assistance with it.

Resident Dan Burke appreciated the Village's attempt to get creative to get the ponds clean, but seemed the mileage was excessive and giving it to one employee but not another. He was glad to see that they rescinded the resolution to find a way to rework it. Mr. Burke also commented on grant writing and paying a company \$9,000 to generate \$7,000 doesn't make sense and perhaps the agreement should be

clearer. He suggested making Trustee Karl a representative to work with the grant writers and perhaps they could submit quarterly report to track their progress. Lastly Mr. Burke stated that the Village Building Department reports to the Village Board, so the Village Board has every right to get that information from them.

EXECUTIVE SESSION:

On a motion by Trustee Behringer, seconded by Trustee Houle, and carried, following a 5-minute recess, the Board convened in Executive Session at 9:12PM for discussion of Attorney Client. Executive Session Minutes compiled by Mayor Dwyer.

OPEN SESSION: on a motion by Trustee Behringer, seconded by Trustee Karl and carried, the Open Meeting resumed at 9:39PM.

ADJOURNMENT:

On a motion by Trustee Houle, seconded by Trustee Karl and carried, no further business, the meeting was adjourned at 9:40 PM.

Respectfully Submitted,

Ann-Margret Baxter
Village Clerk

MONTHLY REPORTS:

On a motion by Trustee Houle, seconded by Trustee Karl, with all in favor, the department monthly reports were accepted and filed.

MARCH 2021 VILLAGE CLERK'S REPORT SUBMITTED BY ANN-MARGRET BAXTER, VILLAGE CLERK:

1. Minutes prepared, processed associated correspondence and Legal Notices completed for the March 2nd and March 16th Board of Trustee Meetings along with Special Meetings on March 23rd and March 31st, a Workshop on March 2nd and a Public Hearing on March 16th.
2. Permits issued: Handicap Parking: 5 Garage Sale: 0 Solicitor/Peddling: 0 Road Opening: 0 Blasting Permit: 0 Liquor License: 0 Towing Permits: 0
3. Processed 2 FOIL Requests.
4. Processed 1 Event Applications.
5. Public Hearings Held: 1
6. Closed out mailing machine for month on 3/31.
7. Bi-Weekly payroll worksheets completed and submitted.
8. Collected February water rents.
9. Required paperwork filed with O.C. Department of Human Resources.
10. Declared continuation of State of Emergency on March 21, 2021 to April 21, 2021.
11. Oversee updates and maintenance, of Village Website and Constant Contact. (17 sent)
12. Daily retrieval of messages left during the day and after hours. Forwarded messages and responded as required.
13. Vouchers completed as required. Transmittal of money collected completed and bank deposits done.
14. Scan and email pertinent information to Board and Attorney.
15. Village Clerk Baxter out on medical leave as of March 4th.

MARCH 2021 JUSTICE COURT REPORT:

Total Fines: \$14,028.00 Total Surcharges: \$6,835.00 Total Parking: \$3,340.00
Total Civil Fees: \$1,285.00 Bail Poundage Collected: \$0.00 Total Bail Forfeited: \$0.00
Total for February: \$25,488.00

Vehicle & Traffic Tickets: 290 Disposed: 158
Criminal Cases: 33 Disposed: 68 Civil Cases: 1 Disposed: 0

Paid Parking Tickets: 101 Dismissed Traffic Tickets: 20

MARCH 2021 POLICE DEPARTMENT REPORT SUBMITTED BY DARWIN GUZMAN, CHIEF:

CALLS FOR SERVICE

TOTAL CALLS – 1,312

CASES/CRIMINAL OFFENSE – 282

ARRESTS – 54

TRAFFIC REPORT

TRAFFIC TICKETS – 265

PARKING TICKETS – 129

GAS - \$2,181.52 / 1,078.82G

MVA – 21

TRAINING

Missing person Webinar – Lindell / Hansen

NYS GTSC Grant App – Krauss / Tenaglia

Article 35 / Active Shooter – Department PO / SRO

Stress Mgmt Law Enforcement – Krauss / Mahoney / Rooney / Romer

Winning Interdiction – Freeman / Rooney

MARCH 2021 FILTRATION PLANT REPORT SUBMITTED BY ERNEST MABEE, CHIEF OPERATOR:

| | | |
|----------------------------|------------|----------------------------|
| Production: Lake Mombasha: | 28,329,202 | 24,325,193 Gallons LY 2020 |
| Well #4: | 5,343,702 | 3,989,607 Gallons LY 2020 |

Consumption: 33,672,904 Gallons / 28,314,800 Gallons LY 2020

Water Samples / Testing: Passed

Rainfall: 1.48

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

Updated Diamond Maps

Replaced Hydrant on Cunningham Dr., Winchester Dr., & Newbury St.

DEC at Filter Plant for Yearly Inspection

R & R Two Inch Valves Spring St. & North Main St.

TAM here with Hydrovac Truck to Clear Area for New Transformer Pad

MARCH 2021 DPW SUBMITTED BY LARRY GIUDICE, HEAVY EQUIPMENT OPERATOR:

1. Disinfect – buildings – trucks – equipment every day.
2. Garbage removal in Village and around Ponds seven times.
3. Picked up papers and branches in the park.
4. Picked up papers and branches in and around the Village.
5. Used Sweeper on Village roads for 11 days.
6. Cleaned catch basin tops.
7. Checked drainage around the Village.
8. Cleaned up the Police Department parking lot.
9. Filled in potholes around the Village.
10. Repaired handicap sign on Millpond Parkway.
11. Replaced fire hydrants on Cunningham Drive and Winchester Drive.
12. Replaced curbs and blacktopped around hydrants.
13. Repaired catch basins on Millpond Parkway.

14. Installed new fire hydrant on Newbury Street and repaired blacktop.
15. Remove stump at plant and prep for new pad.
16. Backfill for new pad with ¾ inch stone.
17. Service and prep all mowers and equipment.
18. Remove wing plows.
19. Work on buildings at shop.
20. Work on all trucks and equipment.
21. Touch up paint on equipment.
22. Wash trucks and equipment.
23. Clean shop and yard.

MARCH 2021 BUILDING DEPARTMENT AS SUBMITTED BY ASSISTANT BUILDING INSPECTOR PROULX:

| | |
|--|-----------------|
| Building Permits Issued: | 56 |
| Rental Inspections Completed: | 6* |
| Title Searches Completed: | 35 |
| Violations Issued: | 2 |
| Building Permit Inspections Performed: | 84 |
| C.O's Issued: | 30 |
| Complaint Inspections: | 22 |
| Fire Inspections: | 1* |
| | |
| Open, active building permits: | 312 |
| | |
| FOIL Requests: | 5 |
| | |
| Building Permit Fees: | \$ 22,259.25 |
| Rental Permit Fees: | 475.00* |
| Fire Inspection Fees: | 0.00* |
| Title Search Fees: | <u>4,200.00</u> |
| | |
| Total Collected Fees: | \$ 26,934.25* |
| Monthly Assessor's Report | |
| Monthly report to FD for Solar | |
| Daily cash deposits to Clerk | |
| Bi Monthly mailing for expired permits | |
| Attendance at Planning Board Meetings, Village Board, and ZBA Meetings | |
| *COVID-19 | |

MONROE FIRE DISTRICT OFFICERS 2021:

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

MARCH 2021 TREASURER'S REPORT SUBMITTED BY CATHERINE MURRAY:

Treasurer's Report
Village of Monroe
March 2021

SIGNIFICANT ACTIVITY (REVENUES)

| | |
|------------------------------|--------|
| Bank interest | 499 |
| Utilities Gross Receipts Tax | 30,145 |
| Planning Board Fees | 37,290 |
| Rental of Real Property | 6,660 |
| Building Permits | 28,264 |
| Fines & Forfeited Bail | 7,285 |
| Sales of Equipment | 5,850 |
| Insurance Recoveries | 38,005 |

SIGNIFICANT ACTIVITY (EXPENDITURES)

| | |
|---|---------|
| Law Contractual | 5,260 |
| Law Contractual/Other Atty | 5,679 |
| St Maintenance Gas Car/Truck | 6,519 |
| St Maintenance Equipment Maintenance | 14,540 |
| Snow Removal Salt | 61,567 |
| Street Lighting Street | 8,974 |
| Other Employee Benefits | 5,042 |
| Purification Electricity - Water fund | 5,652 |
| Distribution General Expense - Water fund | 18,266 |
| Distribution Contractual - Water fund | 27,751 |
| Distribution Equipment Rental | 7,050 |
| Downtown Revitalization | 12,680 |
| Health Insurance - General Fund | 127,099 |
| - Water Fund | 15,954 |
| | <hr/> |
| | 143,053 |

STATUS OF FY2021 CONTINGENCY ACCOUNTS

| | | CURRENT BALANCE |
|--------------------------------------|-----------|------------------------|
| General Fund Appropriation -budgeted | \$141,162 | 140,162 |
| Water Fund Appropriation -budgeted | \$25,000 | 25,000 |

COMMENTS:

We have completed 10 months of the fiscal year and expenses should be at 83.3%. The expenses are at 74.0% for the General Fund and 81.2% for the Water Fund.

Respectfully submitted,
Catherine Murray
Treasurer