

BOARD OF TRUSTEES MEETING
TUESDAY AUGUST 21, 2018
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The second of the bi-monthly meetings of the Board of Trustees was held on Tuesday August 21, 2018 at 7:00 PM in the Boardroom of the Village Hall, 7 Stage Road, Monroe, New York. Mayor Neil Dwyer called the meeting to order and led in the pledge to the flag. Emergency exits were announced.

Present: Mayor Dwyer; Trustees Alley, Behringer, Conklin and Houle

Also present: Attorney Terhune, Village Clerk Baxter, Deputy Clerk Zahra, Building Inspector Cocks, Administrative Sergeant Amatetti, Treasurer Murray and Water Plant Operator Mabee.

Absent: Highway Supervisor Linderman (vacation)

RECOGNITION OF 60 YEARS OF SERVICE / MOMBASHA FIRE COMPANY / CLARENCE BOARD:

Mayor Dwyer stated that it was an honor to have the opportunity to acknowledge and honor someone for his service to our community. Mayor Dwyer stated that there were two gentlemen that were so honored. The first was Karl Martin, for 50 years of service to Mombasha Fire Company. Mayor Dwyer continued that he met with Mr. Martin on August 4, 2018 at the Volunteer Fireman's Home in Hudson, New York and presented him with a Proclamation acknowledging his service to the Village. Mr. Martin was touched by the gesture and Mayor Dwyer enjoyed doing it.

Mayor Dwyer continued that the second gentleman was present this evening, Mr. Clarence Board. Mr. Board has served his community for many years and the Mayor would like to acknowledge it that evening. Mayor Dwyer read the proclamation as follows:

PROCLAMATION
COMMENDING CLARENCE BOARD

Upon the occasion of his designation for special recognition after 60 years of dedicated service to the Mombasha Fire Company

WHEREAS, it is the sense of the people of the Village of Monroe to recognize that the quality and character of life in our community is reflective of the concerned and dedicated efforts of those organizations and individuals who devote themselves to the welfare of the community and its citizenry; and

WHEREAS, Clarence Board was born on December 27, 1931 in Goshen, New York; he is married to his wife, Nancy, and together they have three children, seven grandchildren and two great-grandchildren; he served four years in the United States Air Force; and

WHEREAS, Clarence has served in many capacities over his 60 years of dedicated service, including, but not limited to, Secretary, Chaplain, Assistant Chief and Chief; he is currently the Sergeant of Arms; throughout the years he also served beyond Monroe's borders in the Orange County Chief's Association, Orange County Fire Advisory Board, NY State Chiefs Association, Hudson Valley Volunteer Fire Association and FASNY (Fire Association of the State of New York); he served as Vice President and President of the Orange County Volunteer Fireman's Association; and

TODAY, as the duly elected Mayor for the Village of Monroe, I, Neil S. Dwyer, pause in my deliberations to commend Clarence Board for his 60 years of distinguished service; and be it further

PROCLAIMED, that copies of this Proclamation, suitably engrossed, be transmitted to Clarence Board.

Mayor Dwyer acknowledged Mrs. Nancy Board as well and presented her with a bouquet of flowers. Ms. Cathy Lewis also presented Mrs. Board flowers.

RESIGNATION: AARON FRIED, P/T PARKING ENFORCEMENT OFFICER:

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

RESOLVED, the Board accepted the resignation of Aaron Fried, part-time Parking Enforcement Officer effective August 1, 2018. The Board wished Aaron well in his future endeavors.

Ayes: Trustees Alley, Conklin, Behringer and Houle

Nays: None

APPOINTMENTS: PART-TIME DISPATCHERS / MICHAEL CONFIELD & LLANEY HERNANDEZ:

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

RESOLVED, the Village Board approved the following appointments to the position of part-time Dispatchers pending the results of the required Department background investigation. Their effective start date is August 22, 2018 at an hourly rate of \$18.73/hour:

Michael Confield, 17 Regina Drive, Highland Mills, NY 10930

Laney Hernandez, 18 North Main Street, Monroe, NY 10950

Ayes: Trustees Alley, Conklin, Behringer and Houle

Nays: None

BID AWARD – FREEMAN HOMES SUBDIVISION CURB REPLACEMENT PHASE #2:

(See Minutes 7/10/18, 8/7/18)

At the August 7th Board Meeting, Attorney Terhune requested that the matter be tabled to allow her additional time to review the bid result documentation provided by Village Engineer, Lanc & Tully, before the Board of Trustees proceeded with the bid award. Discussion followed. Attorney Terhune stated that reviewed all the bid documents provided and concurs with Village Engineer, Lanc & Tully, PC. On a motion by Trustee Houle, seconded by Trustee Conklin, it was:

RESOLVED, the Board accepted the recommendation of the Village's Engineer, John O'Rourke, P.E. and award the bid for the Freeman Homes Subdivision Curb Replacement Phase #2 project to the low bidder, A-Tech Concrete Co., 11 Taylor Road Edison, NJ 08817 in the amount of \$126,000. It is further

RESOLVED, that Mayor Dwyer was authorized to sign the contract documents.

Ayes: Trustees Alley, Conklin, Behringer and Houle

Nays: None

BURBIO – MUNICIPAL EVENT CALENDAR APP / CONTINUED:

(See Minutes 7/24/18, 8/7/18)

At the August 7, 2018 meeting, Mayor Dwyer requested that Trustee Houle contact Dennis Roche, co-founder of Burbio, and inquire if there is a contract agreement that the Village will need to sign to partner with Burbio. He also requested that Attorney Terhune review all documentation pertaining to it. Burbio has since notified Trustee Houle that since Burbio is a free service, there is no contract and no legal obligation. Mr. Roche added that the user and privacy policies protect user privacy and allow residents to opt out at any time, and has provided copies for the Village to review. Discussion followed.

Trustee Houle reiterated that there was no contract or signed agreement that the Village would need to sign to utilize their app, and the Village could opt in or out at any time. Trustee Houle inquired if a resolution was needed to continue and Village Clerk Baxter stated she did not believe so since there was nothing that the Village needed to sign and it was a free service. Attorney Terhune concurred. Mayor Dwyer instructed Trustee Houle to reach out to Mr. Roche to get things moving.

DISCUSSION – TOWN WATER ACCOUNT #10257 / CONTINUED:

(See Minutes 10/3/17, 8/7/18)

At the August 7th Board Meeting, Attorney Terhune requested that this matter be tabled to allow her time to review the history and details surrounding town water account #10257. Discussion followed.

Attorney Terhune stated that she did not have the opportunity to review the information pertaining to Town Water Account #10257 and requested the matter be tabled to the September 4th meeting.

DISCUSSION – WATER ACCOUNT #231 / CONTINUED:

(See Minutes 8/7/18)

Mayor Dwyer stated that this was a commercial water account that had issues with the reading of the meter. It had been confirmed that the water meter had not been read for some time, and after extensive review of the account, a fee based on their usage from that history. The owner of the plaza, who is the person who receives the water bill, was given a copy of the analysis and the bill. They acknowledged the bill and said the bill would be taken care of. From the Village's standpoint, the Village believes that they will just pay the bill. The account has not asked for any concessions, time or anything. Water Plant Operator Mabee agreed.

Mayor Dwyer stated that at this time, the Village expects to receive a check for the full amount due of \$12,289.67.

REQUEST FOR 3X PENALTY WAIVER / 8 DOROTHY DRIVE – CONTINUED:

(See Minutes 8/7/18)

At the August 7, 2018 meeting property owners Dennis and Claudia Gerbino requested a waiver of the three times penalty fees associated with their finished basement and permit fees for their finished basement. At the time they purchased their home in 2002 the basement had already been finished. Because the Building Department requires that the penalty is paid at the time the permit application is submitted, the Gerbino's delayed submitting their application until getting a determination from the Board. At the prior Board Meeting, Mayor Dwyer advised them to submit their application and pay all the fees, except for the penalty, to start the process and allow the Board to do some research into the matter before rendering their decision. Attorney Terhune added that the Board could add the clause that if it was determined that the penalty was valid, the Building Department could withhold issuing the Certificate of Occupancy until the penalty was paid. Since no one from the Building Department was present at the August 7th meeting, Mayor Dwyer directed Village Clerk Baxter to advise them of the decision and what would be occurring next. Mr. Gerbino agreed that should the research deem the penalty valid, he would pay the fee. Discussion followed.

Mr. Gerbino addressed the Board and asked for their resolution on their request to waiver the three times penalty that was imposed on them for their finished basement. As stated at an early meeting, the Gerbino's were not aware that there was not permit issued for the basement of the house that they purchased in 2002, as they purchased it already finished. Mr. Gerbino added that he has already spent approximately \$4,000 on it and if the penalty is not waived, they will have to pay the Building Inspector another \$600. Mr. Gerbino stated that he does not know when the basement was actually done because the Certificate of Occupancy does not mention the interior of the house.

Mayor Dwyer asked Building Inspector Cocks if he had anything to add and he stated that it was up to the Board to decide.

Attorney Terhune asked if the building permit has been applied for and Building Inspector Cocks stated that they had and it was pending inspection, and the three times penalty was still pending, allowing the Gerbino's to get the work done and for the Board to make its decision.

Mayor Dwyer stated that the Board runs into this a lot and because of this there has been a precedent that has been set. The concern they have is for the people that did comply. Mayor Dwyer stated that he believes 100% but that he has an obligation to the Village to see that the laws are carried out. Mr. Gerbino again stated that the work pre-dated them because the basement was on the MLS listing as a finished basement when they bought it, so the work would have had to have been done already when they bought it.

Trustee Houle asked if the three times penalty fee is something that is in the building code indicating if work is done without a permit a penalty will be imposed. Building Inspector Cocks stated that it was and it is a policy that was voted in by the previous Board. Mr. Gerbino added that they have paid for the permit, plus the .75 per square foot and the penalty is three times that amount. Mr. Gerbino stated that they have acted in good faith and that is the amount they are requesting to be waived.

Attorney Terhune stated that the Mayor has expressed a concern that this creates a precedent so that anyone who buys a house in the same situation would be faced with the same penalty, even though it wasn't something that they cause. Her recommendation is that this Board grants this waiver or a partial waiver, that they understand that should someone come to them in the future with the same situation, that it is going to be hard not to grant that waiver, assuming the same set of circumstances. Attorney Terhune added that this was a policy set by the previous Board and it is in their prerogative to adjust the policy if they wish, but she does not think it is something they should set on the fly.

Mr. Gerbino commented that this is a rather punitive thing when they clearly have not had anything to do with it. Attorney Terhune responded that the intent of this policy is to punish people who do something and do not get the necessary permits. Trustee Houle agreed and that is the struggle that she is having. Mr. Gerbino added that they had the roof done and put a hot tub in and they obtained all the required permits for those projects. Trustee Houle asked if the Gerbino's had a copy of the MLS listing showing the house with a finished basement. Mr. Gerbino stated that he did not have it with him, but that he could bring it first thing the next morning.

Attorney Terhune asked Building Inspector Cocks if this happens often, and Building Inspector Cocks stated that it happens all the time. She asked if those situations are similar and he stated yes.

Mayor Dwyer stated that his concern is if they grant this request there will be a roomful of people next meeting requesting the same thing. Unless you financially go to the root of this, then you are going to get these continual, habitual violators. Mayor Dwyer stressed that he was not referring to the Gerbino's. If someone does work in their home and doesn't acquire the proper permits, they enjoy the space for 20 years, and then 20 years from now they are ready to sell, they then decide to deal with the permit fees. Meanwhile, they got 20 years of no assessment and they are really cheating the other residents of the assessment on the tax roll.

Trustee Conklin stated that the concern is that room full of people with the same issue and she agreed with Mayor Dwyer that they had 20 years of enjoyment of a basement that was not properly assessed. Trustee Conklin stated that she did not think it would be smart for the Board to waive the fees, as difficult as that may be. On a motion by Trustee Conklin, seconded by Trustee Alley, it was:

RESOLVED, the Board of Trustees denied the request of property owners Dennis and Claudia Gerbino for the request to waive the three times penalty imposed on them for their finished basement located at 8 Dorothy Drive.

Ayes: Trustees Alley, Conklin and Houle
Nays: Behringer

AUTHORIZATION TO ACCEPT MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN UPDATE FOR ORANGE COUNTY, NEW YORK:

To allow for additional time to review the report and documents, Trustee Conklin requested that this matter be tabled to the September 4th meeting.

KEYLESS ENTRY SYSTEM / MONROE POLICE DEPARTMENT:

In a memo from Administrative Sergeant Amatetti, the Monroe Police Department is requesting approval from the Board of Trustees to approve the installation of a new, keyless entry system for their building. The new system will be installed on the front lobby door, the rear door, and the internal garage door which leads to the internal hallway by the gym. This new system will ensure that the station remains a safe and secure building. Three written bids were received and the proposal submitted by N.A.S. Security from Middletown, NY was approved at a cost of \$13,305.00

and will be allocated from budget line A3120.452, Building Maintenance. There will be no monthly monitoring costs associated with this new keyless system. Discussion followed.

Mayor Dwyer asked if the keyless entry would work on both entry and exit and Administrative Sergeant Amatetti confirmed that it would. Trustee Behringer inquired if it would be an ID card and Administrative Sergeant Amatetti stated it would be a key FOB. Attorney Terhune asked if N.A.S Security was the lowest of the three bidders, and Trustee Conklin responded they were. Trustee Houle asked how long it would take to complete the work and Administrative Sergeant Amatetti responded that once the company was notified they were awarded the project, it would take a couple of weeks to order the parts and about a week to install, so possibly a total of three weeks. On a motion by Trustee Conklin, seconded by Trustee Alley, it was:

RESOLVED, the Board of Trustees accepted the recommendation of Administrative Sergeant Amatetti and authorized the installation of a new, keyless entry system for the Police Department. This new system will be installed by N.A.S. Security from Middletown, NY and has a cost of \$13,305.00 and will be allocated from budget line A3210.452.

Ayes: Trustees Alley, Conklin, Behringer and Houle
Nays: None

GIRL SCOUT'S 3rd ANNUAL PIN WHEELS FOR PEACE, PROMOTING INTERNATIONAL PEACE DAY 9/21/18:

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

RESOLVED, the Board of Trustees approved the request of the Girl Scouts of Monroe to hold a National Day of Peace, making "Pin Wheels for Peace" and placing them around the pond at the corner of Lake St. and Rt. 17M along the walking paths on 9/21/18, promoting individual voices for peace and community in conjunction with National Peace Day.

Ayes: Trustees Alley, Conklin, Behringer and Houle
Nays: None

FOUNDER'S DAY STREET FAIR:

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

RESOLVED, the Board of Trustees approved the request of the Activities Committee to hold the Founder's Day Street Fair on Saturday, September 15, 2018 from 10 AM to 5 PM. The street fair will commemorate David Smith's purchase of the first parcels of land that would become Monroe in 1741, and will consist of vendors, music, field games and awards. The street fair will be held throughout the downtown of the Village resulting in street closures in and around Lake Street, Millpond Parkway, Stage Road and Carpenter Place. Sign-off of the event application has been made by the Building Department and Police Department. Police Dept. will oversee the event (2 Police Officers on 8 hours of overtime to provide assistance to the b/c line Officers with multiple road closures and to provide safety and security during the event). The estimated cost of additional Police protection for the Street Fair event based on the average overtime rate is \$1,136.00. Marshall & Sterling Insurance, Monroe Fire District and Monroe Volunteer Ambulance Corp will be notified.

Ayes: Trustees Alley, Conklin, Behringer and Houle
Nays: None

FOUNDER'S DAY 5K RUN/WALK:

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

RESOLVED, the Board of Trustees approved the Activities Committee's request to use the following roads for the Founder's Day 5K Walk/Run on Saturday, September 15, 2018, from 9:30 AM to 10:30 AM:

Participants will start on Lake St. facing Carpenter Place and turn right on to Stage Rd. Runners will follow along the North Pond pedestrian path making a right on to Lake Street then a right onto Millpond Parkway. Runners will proceed straight onto Maple Ave. make a left onto Carpenter Place and an immediate right onto Mapes Place under the Erie Bridge. Runners will

turn left onto Spring Street, right on to Franklin Avenue and at the end of Franklin, make left onto Forrest Ave. At the intersection of North Main Street, they will make a right and proceed down to the intersection of Rt. 208, making a left on to Rt. 208, over the overpass to the intersection of Rt. 17M. Runners will make a left onto Rt. 17M and then an immediate left onto Millpond Parkway and follow that back to the intersection of Lake Street, making a left on Lake Street and proceed to the Finish Line. The goal is to hit as many of the Village's landmarks as possible on this route. Sign-off of the event application has been made by the Building Department and Police Department. The Police Department will oversee the event with 6 officers on 3 hours of O/T to provide assistance to the B line Officers with multiple road closures and to provide safety and security during the race. The estimated cost of additional Police protection for the race based on the average overtime rate is \$1,278.00.

Approval is contingent upon their approval of the NYS DOT 33-C permit submitted to NYS DOT to utilize State Routes 17M and 208. Marshall and Sterling will be notified to include this event to the Village's insurance as a community event and Monroe Fire District and Monroe Volunteer Ambulance Corp will be notified as well.

Ayes: Trustees Alley, Conklin, Behringer and Houle
Nays: None

AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH CATSKILL TIMING FOR FOUNDER'S DAY 5K WALK/RUN:

In conjunction with Founder's Day Street Fair, the Activities Committee will also be hosting the Founder's Day 5K Walk/Run on September 15, 2018 from 9:30 AM to 10:30 AM. Since this will be a timed race, it will require a timing professional that will provide timing and scoring services. Following the Village's procurement policy, Trustee Alley secured three written quotes for these services and is requesting the Board's permission to enter into an agreement with Catskill Timing from Catskill, New York. The services provided by Catskill Timing will include MYLAPS disposable BibTag system including finish mat, backup mat, finish line structure and chute including 6 digit LED clock, manual entry backup system, disposable bibs, Race Day registration data entry, laser printers,, on-site results of finishers printed and posted, awards reports prepared for all pre-specified categories and divisions, emails to all participants with the stats after the race, live results depending on registration platform, website results in Catskill Timing website, aiding in the promotion of the event by sending emails and adding it to calendars. The cost of their timing package is \$600.00 for up to 150 runners, and additional participants (over 150) will cost \$2.00 per participant. The cost is to be allocated from budget line A7550.4100, Celebrations. Sign-off of the event application has been made by the Building Department and Police Department. On a motion by Trustee Conklin, seconded by Trustee Behringer, it was:

RESOLVED, the Board of Trustees accepted the recommendation of Trustee Alley and authorized Mayor Dwyer to enter into an agreement with Catskill Timing to utilize their timing and scoring services and equipment for the Founder's Day 5K Walk/Run to be held on Saturday, September 15, 2018 in the amount of \$600.00, and authorize Mayor Dwyer to sign the agreement.

Ayes: Trustees Alley, Conklin, Behringer and Houle
Nays: None

FOUNDER'S DAY DINNER & A MOVIE:

In conjunction with the Founder's Day Street Fair, on Sunday, September 16, 2018 the Monroe Activities Committee with also be hosting Dinner and a Movie, featuring "Yankee Doodle." The community buffest style dinner will be held on Lake Street between Stage Rd. and Millpond Parkway, and the movie will be set up Lake Street between Millpond Parkway and Rt. 17M. The event will be held from 5 PM to 10 PM. Tickets will be sold for \$25.00 for an adult ticket and \$20 for a children's ticket and will cover the cost of dinner and the movie. The tickets can be purchased at the Village Clerk's Office located at 7 Stage Road, during the normal business hours of Monday through Friday, 8 AM to 4 PM. The dinner portion of the event will be served buffet-style and will be provided by local restaurants. Sign-off of the event application has been made by the Building Department and Police Department. The Police Department will provide additional Police Services with 1 Officer on 8 hours of O/T to shut down Lake Street from Stage road to Millpond Parkway during the dinner and to shut down Lake Street from Millpond Parkway to Rt. 17M during the movie. The Officer will also provide additional traffic control and security for the event. The estimated cost of the additional Police protection for the dinner and a movie event based on the average overtime rate is \$560.00. Additionally, the estimated cost of DPW services

throughout Founder's Day weekend is approximately \$1,995.00. Marshall & Sterling Insurance, Monroe Fire District and Monroe Volunteer Ambulance Corp will be notified. On a motion by Trustee Conklin, seconded by Trustee Alley, it was:

RESOLVED, the Board of Trustees approved the request by the Activities Committee to hold Dinner & Movie in conjunction with the Village of Monroe's Founder's Day weekend on Sunday, September 16, 2018 from 5 PM to 10 PM. The community buffest style dinner will be held on Lake Street between Stage Rd. and Millpond Parkway, and the movie will be set up Lake Street between Millpond Parkway and Rt. 17M. Tickets will be sold for \$25.00 per ticket and cover the cost of dinner and the movie. The tickets can be purchased at the Village Clerk's Office located at 7 Stage Road, during the normal business hours of Monday through Friday, 8 AM to 4 PM.

Ayes: Trustees Alley, Conklin, Behringer and Houle
Nays: None

M-W JEWISH COMMUNITY CENTER CONGREGATION EITZ CHAIM RELIGIOUS WALK 9/10/18:

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

RESOLVED, the Board granted permission to the Monroe Woodbury Jewish Community Center Congregation to sponsor their annual Tashlich Walk, to utilize the roadway from 1465 Orange Turnpike to 27 Amy Todt Drive on Monday, September 10, 2018. Processional will run between 5:45 PM and 7:15 PM and marks the high holy day of Rosh Hashanah. The Monroe Police Department will provide 1 Officer on 3 hours of O/T to assist a C line Officer with traffic control while escorting the participants from 1465 Orange Turnpike to 27 Amy Todt Drive. The estimated cost of additional Police protection during the walk, based on the average overtime rate is \$210.00. Marshall & Sterling Insurance, Monroe Fire District and Monroe Volunteer Ambulance Corp will be notified.

Ayes: Trustees Alley, Conklin, Behringer and Houle
Nays: None

DISCUSSION – FRONTIER GRANT FOR VIDEO EQUIPMENT:

Attorney Terhune stated that the grant opportunity was included in the proposed franchise agreement with the Village and was in the amount of \$1,500.00 and was to be used to purchase educational and video equipment. Attorney Terhune added that she spoke with Mayor Dwyer regarding the agreement and there are a few other issues with the contract itself need to be addressed. She continued that she had asked for more than 2% and it is not in the current version she received that day. Attorney Terhune stated that she was not sure if the Board had the opportunity to review the most current contract and the Board responded they had not. Attorney Terhune added that she did not know if the Board had any concern about the \$1,500.00, and could certainly ask for more. This is not an unusual thing for these types of companies to do. Trustee Conklin asked if the grant was contingent upon entering into the agreement and Attorney Terhune stated that it was part of the contract.

Trustee Houle asked what was included in educational equipment and Attorney Terhune responded that it is probably for video or broadcast equipment to air the Village meetings, but it could really be at the Board's discretion.

Trustee Conklin asked to table the topic to allow the Board to review the agreement. Attorney Terhune added that if the Board had any comments to please forward them on to her and she would pass them on to Frontier. Village Clerk Baxter interjected and advised the Board that Village Hall continues to have ongoing issues with calls being dropped every day. Village Clerk Baxter added that line workers from Frontier have already been onsite and stated that it is due to the line from the pole coming in to the building and that line is underground. It continues to go unaddressed and she suggested that they fix it. Building Inspector Cocks agreed. Trustee Conklin asked how many times have they reached out to fix it and Village Clerk Baxter responded too many to count.

Mayor Dwyer interjected and requested that Attorney Terhune contact the attorney from Frontier and advised him that the conversation of the agreement stops until the onsite problems are fixed. Mayor Dwyer added that he wants to be notified when they are onsite otherwise there will be no Frontier.

Resident John Karl interjected and stated that perhaps that is why the air horn for the fire whistle does not work. Building Inspector Cocks stated that the circuit was tripped for the air compressor and he was not sure who was responsible for that. Mr. Karl responded that he would let the Fire Commissioner know about it and Mayor Dwyer requested that he be kept in the loop as well.

DISCUSSION – MONROE HISTORIC DISTRICT:

Trustee Houle advised the Board that during her meeting with Town Historian Jim Nelson she learned that the Pomoroy Foundation, the foundation that supplied the Town/Village with three (3) of its historic markers, asked the Village if they would like an additional marker for the Monroe Historic District which has been in place since 1998. In order to pay for the marker, Mr. Nelson would have to apply for a grant but he will only do so if he knows that the Village wants to marker. Trustee Houle added that should the Board decide to proceed with the marker they will also have to decide where the marker should be placed. Trustee Houle stated that she thinks it's a great idea and that the Board should approve it and let Mr. Nelson know that he has the Village's support. She also suggested that the Board should encourage the Town Historian and the Village Historian, Linda Burroughs, work together to identify the location.

Resident Tim Mitts interjected that Jim Nelson now handles both the Town and the Village and Linda Burroughs really doesn't get involved anymore. Trustee Houle responded that Ms. Burroughs is still involved when she is able to be, and she would be willing to work with Mr. Nelson on this project.

Attorney Terhune asked if there was an actual boundary and Trustee Houle stated that there was a clearly defined boundary. Trustee Houle stated that she forwarded to the Board all the documentation regarding the Historic District which also included the map that showed the map. Trustee Houle added that the District was rather large, larger than she expected it to be. Resident Howard Zuckerman added that it involved 81 acres and 36 properties. The last property to get entered into it was the Monroe Movie Theatre.

Mayor Dwyer stated that they definitely wanted to encourage that asked Trustee Houle to let Mr. Nelson know that the Board is supporting his effort to secure a marker for the Historic District. Trustee Houle asked if a resolution was needed and Attorney Terhune stated no.

DISCUSSION – ROSCOE SMITH PROPERTY:

(See Minutes 8/19/14 pg.39, 9/2/14 pg.44, 1/19/16 pg.283, 4/21/16 pg.34, 5/17/16 pg.348, 6/26/16, pg.15, 7/18/17 pg. 217, 11/21/17, pg.292, 4/12/18, pg102)

Mayor Dwyer stated that this was a can that has been kicked down the road for the last 3 ½ years and he asked Counsel to draft a letter and forward on to the property owner and their counsel as well as the Village's own Planning Board to address some questions and issues. Attorney Terhune stated that she had the letter prepared and Mayor Dwyer requested Deputy Clerk Zahra to make copies for the Board.

Mayor Dwyer continued that 3 ½ years ago he started this crusade and with missteps and misques, ill intent and good intent, to see that this property comes back into the Village's hands. Mayor Dwyer stated that there was an offer 17 ½ years ago that was made to the Village by the current owner and we managed to screw it up every time. Mayor Dwyer wants to get it right and see the Village reacquire it. The entire property is not up for grabs, only a portion of it is and he would like to see it happen. If anyone knows the property, they know the historical value of it.

Mayor Dwyer stated that he wants to hold a workshop with the Planning Board to get a timeline as to where they are currently in the process of that property approved for development and what it is that is on the table. Mayor Dwyer asked the Board to review the letter and approve it, and he will sign off and get it distributed.

Trustee Houle stated that she looks forward to acquiring the Roscoe Smith property. This property is intrinsic to the history of Monroe and we are lucky to have it in the boundaries of the Village. It is a real gem and a beautiful asset to the Village's properties.

Trustee Behringer agreed. She stated that it will need a lot of work and it was once very beautiful. We are lucky enough to have the beautiful waterfall and the Roscoe Smith property in the Village. She also looks forward to meeting with the Planning Board and to acquiring the property.

Trustee Conklin stated that she has a personal connection to the property after spending a lot of time with Mayor Dwyer discussing it. It is a gem and it would be disrespectful for the Board to not do what needs to be done to obtain it and honor Mr. Smith and all that he did for the community.

Trustee Alley also agreed that she was looking forward to hearing about the plan to acquire the property.

MAYOR'S REPORT:

Mayor Dwyer announced that they were still looking for crafters and vendors for Founder's Day

Trustee Houle added she is following up with telephone calls to people who they have already mailed applications too. She added after a quick check of her email before the meeting and she noted she has a lot of emails to respond too. Trustee Houle also advised the Board that something else that will be included in Founder's Day is a cheesecake contest. They will solicit professional bakers and she has three restaurants who are really excited to participate and is hoping to get three additional participants so the public will be able to vote on who makes the best cheesecake.

Trustee Conklin commented that the carnival and what an awesome thing it was that they were able to negotiate a couple of hours for the kids to ride for free. Although the weather really didn't cooperate, all in all, everyone came and had a good time. Trustee Conklin added that the concerts have been amazing too and the Village Activities Committee is doing a great job.

Trustee Behringer stated that it has been a tough summer with the rain especially for the concerts and the carnival. Trustee Conklin added that it hasn't stopped the Village's activities, they just keep moving on.

Mayor Dwyer added that the movie night was successful as well. Trustee Houle agreed that it was really awesome. Trustee Alley commented she was amazed by the dimensions of the screen; it had to be two stories high. Mayor Dwyer added that it was a lot of fun. Trustee Alley questioned the placement of the event and suggested possibly alternating the location of it next year.

PUBLIC COMMENT: # PRESENT 16 TIME: 8:07 PM

Resident John Karl stated that he took offense to the comment Mayor Dwyer made regarding the Roscoe property being screwed up for 17 years. Mayor Dwyer apologized and stated that he didn't mean it that way. Mr. Karl continued that it was the way he said it. Mr. Karl stated that when he was Mayor they had a preliminary agreement in place for that property at no cost to the Village. There were some issues back and forth and it ended up as an Article 78 and unfortunately he didn't see it through because he was out as Mayor. Mr. Karl stated that his comment was uncalled for.

Mr. Karl inquired about the Taxi Ordinance. He stated that it was being discussed at the same time as the Towing Ordinance which was recently adopted and was looking for an update. Mayor Dwyer responded that the Taxi Ordinance was complete and was actually adopted back when the zoning was adopted back in June of 2017. Mayor Dwyer continued that this issue is with the fee schedule and that has not been resolved. That is the only piece that needs to be resolved before enforcement can be done. Mayor Dwyer added that it is very comprehensive. Mr. Karl stated that his development is being overrun with taxis every day and something that needs to be done. Mayor Dwyer responded that one of the problems was the fee schedule. Mayor Dwyer added that the biggest part of this is administration. Mayor Dwyer added that there were 17 companies that came to the two forums the Village held, and what needs to happen is really review the process of what the steps are if someone comes in and wants to operate in the Village. Mayor Dwyer continued that he wanted to role play the process with the Village Clerk and see what the steps are and what it entails. That still needs to happen.

Mr. Karl stated that he thought there was also another issue with taxis being parked in driveways overnight. Mayor Dwyer stated that the Village was not going to allow residential neighborhoods to house taxicabs overnight. Building Inspector Cocks interjected and added that it had to do with enforcement. He does not work overnight and that would have to be changed to the Police Department. Trustee Conklin added that there was also the issue with someone who worked for a limo company and they bring their vehicle home overnight. Mr. Karl stated that there were a couple of things that the Board was to put together and bring back. That was what he wanted to follow up on. Trustee Conklin acknowledged that there are a bunch of small issues that they are

still working on. Mayor Dwyer stated that the real issue behind it is that the Board is sun setting the existing code in 2017 and we were either going to go backwards or move forward. By moving forward the Board accepted what the Village had on the books regarding the fees. The Village did the workshops and discovered that the Village had a few more issues going on to address, including the enforcement, the residential issue, fees based on licensing and the fares. Unfortunately it got tied into the law and it shouldn't have.

Mr. Karl stated that he read in the newspaper regarding the proposed roadway for the YMCA and some comments that the Mayor Dwyer had made. Again, this was something that started back in his administration and met with those involved at that time regarding the project, to put the old road back in place, Gilbert Street Extension Road, and line it back up with Gilbert Street. Mr. Karl added that the telephone poles are in, there is an active water main on that, it is a 50 foot right of way that is owned by the Village that was closed down in the early 60's due to sight distance from the old Erie Lackawana trains. Mr. Karl continued that it is your best sight distance, best accessibility for emergency vehicles, and in and out. It is his opinion that going through the Town property is not a good idea. He stated that if there is an emergency and an emergency vehicle has to get in to that facility, you are now forcing them to go down Rt. 17M and cut through the commuter parking lot and back up Orange & Rockland Road which is a disaster. That is a big problem over there. Mr. Karl reiterated that the best thing to do is put that road back in place and do what needs to get done. The Board talked about the Gerbino's enjoying 20 years of free assessment on their finished basement, but Wally's ice cream stand has been using that property and it's not theirs. You need to do what's best for the public interest. I am not speaking on behalf of emergency services. Mr. Karl stated that he worked with the YMCA in the beginning of the project and at the time the Town said absolutely not. The best way is to put that road back in.

Mr. Karl continued that he had spoken previously with the former Planning Board Chairman, Bob Woods, and there is a stipulation with the Smith Farm project that states that when they get to a certain point and the traffic warrants a traffic light at Gilbert Street and Rt. 17M, they are supposed to be funding that. Mr. Karl added that this was done pre-Crystal Run, so there is an agreement in place with Smith Farm. At some point a traffic light will need to go in there. Mr. Karl continued that he hopes that the Board will take that into consideration. He worked very hard to bring the YMCA here to Monroe and the Board should keep them here because they provide a lot of services to our community.

Mr. Karl stated that his neighborhood has become an eyesore. Any property with a United Hudson sign in front is a mess. They switch Sold and For Sale signs in and out all the time. Nothing is happening and the houses are sitting there empty. It is embarrassing to have people come visit and if that is what the rest of the Village has to look forward to, then the people better wake up. Mr. Karl added that last year they also had issues with snow removal on the sidewalks and hopes that the Village can get it worked out before this winter.

Mr. Karl informed the Board of Trustees that Village of So. Blooming Grove will be holding a public hearing regarding property maintenance and the issues they are having in their community. He recently took a ride over there and it isn't pretty. It's already happening in Windgate Woods and stated that the Board needs to get stronger enforcement. The property owners need to comply. They are asking their Elected Officials for help. Trustee Conklin interjected and stated that Mayor Dwyer asked her to go over to Windgate Woods and take some pictures and she emailed the Mayor and the Building Inspector her observations. Trustee Conklin stated that her concerns included the grass, a dumpster on someone's property, and real estate signs. Trustee Conklin stated that she understood his frustration and she is living with it in her own community. She does not want them to think the Board is not doing anything; they are doing everything they can. If the grass is not 12 inches high, there is nothing that can be done. Mr. Karl responded that if you looked at the laws in the Village of Kiryas Joel, it is 6 inches for grass over there. Trustee Conklin responded that the code is a living, breathing thing. It should be changed and it will be changed. There is so much that the Board is dealing with right now.

Mr. Karl asked the Board the status of the 125 Anniversary of the Village. Trustee Houle responded that the Board met with Mary Collora, from the Village of Warwick who planned the sesquicentennial (150th) Anniversary of the Village of Warwick. She provided them with a lot of information and they are using some for Founder's Day and the rest will be used for the basis of our quasiquicentennial (125th) anniversary. In planning Founder's Day she has already laid the groundwork for the Village's 125th anniversary. Mr. Karl offered to help Trustee Houle in the planning and she stated that she would be in contact with him after Founder's Day was over.

Mr. Karl asked if the Board was aware that Founder's Day was the same weekend as the Stewart Air Show and Trustee Houle stated she was. Trustee Houle stated that September has become a popular month for events and we would end up sharing their day with a number of other events happening that weekend. Trustee Conklin stated that if you want to participate in a Village event, then it won't matter if there is an air show, Port Jervis Day, etc.

Mr. Karl stated that Fasa Dr., off of Reed Rd., if you make a right there, you end up on Lois Lane. You wouldn't know that you were on Lois Lane because there are no street signs until you get to the other end. There are no structures or mailing addresses on Fasa Drive, so Mr. Karl suggested making it Lois Lane all the way down to Reed Rd. Mayor Dwyer stated that he would look into it.

The final thing Mr. Karl mentioned was the portable basketball structures in the street. Mr. Karl stated that he had mentioned them previously when former Village Attorney Bonacic held the position, but nothing has been done. Mr. Karl stated that the Village can be held liable. Mayor Dwyer asked where they were located and Mr. Karl state on Archer Drive, but added that they are all over the place. They are not in the Village right of way, they are in the street and they are hazardous.

Resident Howard Zuckerman spoke to the Board regarding what he sees as the most important addition to the zoning code that the Board should be working on and that is maximum gross residential area ratio. Mr. Zuckerman stated that it probably, almost ready to go but has been delayed. The Village needs it because the Village will have more and more very large houses placed on very small lots. Mr. Zuckerman continued that the experts put together the schedule so he is not 100% if the Board needs to tinker with it, but the concept is extremely important. Recently people have begun building large homes on small lots and there needs to be some kind of protection. Mr. Zuckerman stated that he realizes that he has given the Board about 50 things that need to be amended in the zoning, but this is #1 on the list. Trustee Conklin stated that the Board always appreciates his input.

EXECUTIVE SESSION:

On a motion by Trustee Conklin, seconded by Trustee Behringer, with all in favor, the meeting was closed at 8:28PM. Following a 5-minute recess, the Board convened in Executive Session for discussion of Personnel.

Executive Session Minutes compiled by Mayor Dwyer.

OPEN SESSION: on a motion by Trustee Houle seconded by Trustee Behringer and carried, the Open Meeting resumed at 10:30 PM.

ORDER OF ANNEXATION / SLB #1-2-45:

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

WHEREAS, the Village of Monroe (the "Village") owns fee title to 2.6± acres of real property identified on the Town of Monroe Tax Map as Section 1, Block 2, Lot 45 (the "Property") and located within the boundaries of Town of Monroe (the "Town"); and

WHEREAS, said Property is unimproved and vacant; and

WHEREAS, the Village Board of Trustees finds and determines that said Property shall be preserved for the purpose of providing open space within the Village and for the potential expansion of the Village's park system; and

WHEREAS, Village Board of Trustees hereby finds and determines that preservation of open space and the expansion of the Village park system to include the Property is hereby deemed a public purpose; and

WHEREAS, the Village Board of Trustees further finds and determines that the public interest would be served by the inclusion of the Property within the territorial boundaries of the Village of Monroe for the purpose of expanding the Village park system and bringing the location of Village parks within the boundaries of the Village of Monroe.

NOW, THEREFORE, BE IT RESOLVED, that the above "WHEREAS" paragraphs are incorporated herein by reference.

BE IT FURTHER RESOLVED, that the Village Board of Trustees hereby authorizes the Mayor to notify the Supervisor of the Town of Monroe of the Village's intent, with the Town Board's consent, to effectuate the annexation of said Property into the Village of Monroe pursuant to General Municipal Law § 706.

BE IT FURTHER RESOLVED, that the Mayor is directed to take any and all steps necessary under the Law to effectuate said annexation subject to review and approval by the Board of Trustees and the Village Attorney.

Ayes: Trustees Alley, Behringer and Houle

Nays: None

Abstain: Trustee Conklin

AUTHORIZATION TO ENTER INTO AGREEMENT WITH MCGOEY, HAUSER & EDSALL CONSULTING ENGINEERS, DPC:

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

RESOLVED, the Board of Trustees approved the recommendation of Mayor Dwyer and agreed to enter into an agreement with McGoey, Hauser & Edsall, Consulting Engineers, DPC of New Windsor, New York. Their services will be utilized and assist in an ongoing legal issue located at 131 Forest Avenue. Work is to include the removal of a hill and construction of a retaining wall. The Board of Trustees authorized Trustee Conklin to negotiate the fee.

Ayes: Trustees Alley, Behringer and Houle

Nays: None

Abstain: Trustee Conklin

RETIREMENT OF POLICE CHIEF DAVID B. CONKLIN:

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

RESOLVED, the Board of Trustees accepted Police Chief Conklin's letter of retirement, effective August 30, 2018. Chief Conklin has decided to retire in order to enjoy life and spend time with his beloved wife, children and grandchildren. In his letter to the Board Chief Conklin stated it has been an honor to serve his community, is proud of the work he has accomplished and the growth and development of the Police Department that he helped effect. Chief Conklin has served his community with the utmost professionalism and distinction and the Board thanked him on behalf of a grateful community.

Ayes: Trustees Alley, Houle and Behringer

Nays: None

Abstain: Trustee Conklin

WAIVER OF MEDICAL VERIFICATION REQUIREMENT (DOCTOR'S NOTE) / RETIREMENT OF POLICE CHIEF DAVID B. CONKLIN:

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

RESOLVED, the Board of Trustees agreed to waive the contractual clause stipulating the requirement of a doctor's note, allowing Chief Conklin to utilize his remaining sick time, more than three consecutive workdays, prior to his retirement. The Board agreed that a doctor's note would not be necessary.

Ayes: Trustees Alley, Houle and Behringer

Nays: None

Abstain: Trustee Conklin

ADJOURNMENT:

On a motion by Trustee Houle, seconded by Trustee Alley and carried, no further business, the meeting was adjourned at 11:08 PM.

Respectfully Submitted,

Ann-Margret Baxter
Village Clerk

MONTHLY REPORTS:

In reviewing the DPW report submitted by Highway Supervisor Linderman Trustee Houle asked what streets in the Village were the ones that were painted. Due to Highway Supervisor Linderman's absence, Trustee Behringer stated she would follow up upon his return and report back.

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

JULY 2018 VILLAGE CLERK'S REPORT SUBMITTED BY ANN-MARGRET BAXTER, VILLAGE CLERK:

1. Minutes prepared, processed associated correspondence and Legal Notices completed for the Monthly Meetings of July 10th and July 24th.
2. Permits issued: Handicap Parking: 11 Garage Sale: 13 Solicitor/Peddling: 0 Road Opening: 0 Blasting Permit: 0 Liquor License: 0
3. One Public Hearing. (7/24)
4. Processed 4 FOIL requests.
5. Closed out mailing machine for month on 7/31.
6. Trained new P/T Water Billing Control Clerk.
7. Bi-Weekly payroll worksheets completed and submitted.
8. Collected May water rents.
9. Collected June Village Taxes.
10. Required paperwork filed with O.C. Department of Human Resources.
11. Oversee updates and maintenance, of Village Website and Constant Contact.(23 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. LL #6 of 2018 Adopted – Submittal of paperwork to NY Sec'y of State.
16. Coordinated the transfer of files when Main VOM Server crashed. (Sat 7/7 & Mon 7/9 respectively)

JULY 2018 DPW SUBMITTED BY JOHN LINDERMAN, PUBLIC WORKS SUPERVISOR:

REGULAR MAINTENANCE / VILLAGE IMPROVEMENTS:

1. Mowed all Village property three times.
2. Garbage removal in Park and Village four times.
3. Sweeper used three times in the Village.
4. Cut brush from and around signs for four days.
5. Weed Harvester used seventeen days.
6. Repaired three street signs.
7. Repaired two water valves.
8. Repaired eight Catch Basins.
9. Painted 18,000 Linear Feet white.
10. Painted 15,900 Linear Feet yellow.
11. Painted thirty stop bars, two school crossings, and six crosswalks.
12. Rebuilt two leaf machines.

13. Oil and Chipped approximately 4 1/2 miles of road.
14. Road sweeper used on approximately 7 miles of road.
15. Stockpiled 1,400 tons of 3/8 stone.
16. Repaired water main on Gilbert Street.
17. Replaced one fire hydrant.
18. Filled potholes throughout the Village.

JULY 2018 FILTRATION PLANT REPORT SUBMITTED BY ERNEST MABEE, CHIEF OPERATOR:

Production: Lake Mombasha 31,455,147 Gallons / 28,244,804 Gallons LY 2017
 Well #4: 5,440,428 Gallons / 3,809,497 Gallons LY 2017
 Consumption: 36,895,575 Gallons / 32,054,301 Gallons LY 2017

Water Samples / Testing: OK
 Rainfall: 10.85
 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
 Continued Painting Fire Hydrants
 Health Dept Inspection
 TAD Did 3 Water Taps on Schunnemunk
 Replaced Valve on Peterbush and O'Sullivan
 Replaced a Hydrant on Peterbush
 SCA Here to Help with Billing and Training

JULY 2018 POLICE DEPARTMENT REPORT SUBMITTED BY DAVID CONKLIN, CHIEF:

CALLS FOR SERVICE

TOTAL CALLS – 1,937
 NON CRIMINAL OFFENSE – 0
 CRIMINAL OFFENSE – 205
 ARRESTS – 32

TRAFFIC REPORT

TRAFFIC TICKETS – 248
 PARKING TICKETS – 158
 DWI/DWAI – 0
 GAS – \$2,645.28/1,244G
 MVA – 29

OVERTIME/HOURS

TRAINING

FBI Basic Digital Photo - Young
 FBI Basic Crime Scene – Young
 Narcotics Operations – Young / Farningham

MVA ACCIDENT REPORT

FOIL REQUESTS

JULY 2018 BUILDING DEPARTMENT AS SUBMITTED BY ASSISTANT BUILDING INSPECTOR PROULX:

Building Permits Issued: 29
 Rental Inspections Completed: 21

Title Searches Completed:	27
Violations Issued:	13
Building Permit Inspections performed:	80
C.O's Issued:	22
Complaint Inspections:	10
Fire Inspections	2
Open, active building permits	225
FOIL Requests	0
Building Permit Fees:	\$10,176.75
Rental Permit Fees:	775.00
Flood Permit Fees:	0.00
Fire Inspection Fees:	0.00
Title Search Fees	<u>4,100.00</u>
Total Fees Collected	\$15,051.75

Monthly Assessor's report filed
Attend Monthly Planning Board and ZBA meetings
Continued work on zoning code changes – review draft code book
Monthly report to FD for Solar
Daily cash deposits to Clerk
1 Court Appearances
Bi Monthly mailing for expired permits
Bi Monthly mailing for rental permit renewals

JULY 2018 TREASURER'S REPORT SUBMITTED BY CATHERINE MURRAY:

Treasurer's Report Village of Monroe July 2018
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SIGNIFICANT ACTIVITY (REVENUES)

Bank interest	7,406
Planning Board Fees	8,027
Building Permits	15,527
Fines & Forfeited Bail	21,073
Gifts & Donations (Town of Monroe - Fireworks)	8,000

SIGNIFICANT ACTIVITY (EXPENDITURES)

PD Contractual	20,365
St Maint Asphalt	17,571
CHIPS Improvements	123,159
MJPR Commission Contribution	325,904
Celebrations	10,170
Distribution General Expense (water)	12,940

Health Insurance - General Fund	114,865
- Water Fund	15,457
	130,323

STATUS OF FY2019 CONTINGENCY ACCOUNTS

CURRENT BALANCE

General Fund Appropriation -budgeted \$127,505	126,770
Water Fund Appropriation -budgeted \$25,000	25,000

COMMENTS:

We have completed 2 months of the fiscal year and expenses should be at 16.7%. The expenses are at 13.9% for the General Fund and 12.4% for the Water Fund.

Respectfully submitted,
Catherine Murray
Treasurer

JULY 2018 JUSTICE COURT REPORT:

Total Fines: \$20,106.20 Total Surcharges: \$6,402.00 Total Parking: \$4,955.00
Total Civil Fees: \$1,149.00 Bail Poundage Collected: \$0.00 Total Bail Forfeited: \$0.00
Total for July: \$32,612.20

Vehicle & Traffic Tickets: 250 Disposed: 216
New Criminal Cases: 26 Disposed: 37 Civil Cases: 2 Disposed: 5
Paid Parking Tickets: 149 Dismissed Traffic Tickets: 45

MONROE FIRE DISTRICT OFFICERS 2018:

Commissions: John Centofanti, Jason Kalter, Pat Patterson, 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