

**PUBLIC HEARING 9.18.18 – 6:30 PM
PROPOSED LOCAL LAW**

A Public Hearing was held on Tuesday September 18, 2018 at 6:30 PM in the Boardroom of the Village Hall, 7 Stage Road Monroe, NY. The purpose of the public hearing was to review a proposed local law entitled “Amending Chapter 200 “Zoning” Maximum Gross Residential Floor Area Ratios (FAR). The purpose of this local law is to establish a maximum gross residential floor area ratio (FAR), by establishing a maximum gross residential floor area ration (FAR) for all homes located within the SR-10, SR-20 and URM districts. These FAR regulations are intended to be applied together with other dimensional requirements and provisions of the Village Code to protect the established character of the community and avert potential environmental impacts.

Present: Mayor Dwyer, Trustees Behringer and Houle

Also present: Attorney Terhune, Village Clerk Baxter and Deputy Clerk Zahra

Absent: Trustee Conklin (personal)

Trustee Alley arrived at 6:35PM

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

There were 9 people from the public present for the Public Hearing. There was no written correspondence received. The Public Hearing was left open for 28 minutes.

Resident John Karl commented that he agreed with most of what is in the proposed law. Mr. Karl inquired what is to prevent someone from appealing to the Zoning Board of Appeals (ZBA) in the event they want to enlarge their structure with this law in place. Attorney Terhune responded that there is nothing preventing them from appealing any zoning law to the ZBA. If they were looking for an area variance, the ZBA would go through their procedure to determine whether or not to grant the variance as requested or modify it.

Mr. Karl stated that there are still quite a few properties that are not connected to Orange County Sewer District #1. If some of those properties are not tied to the sewer system, what happens if you begin allowing larger structures in and they need to install a septic system and leech field. Attorney Terhune responded that it would be considered during the review of the Building Inspector, during a site plan application or subdivision application. That would be something that if you do not have enough space on your lot for septic, then you will have to build a smaller house. You are not automatically entitled, these are maximums. Mr. Karl reiterated that it brings it back to his first question, what is if someone chooses to appeal to the ZBA to override their structure size. Attorney Terhune responded that under NYS law the ZBA can grant relief from zoning regulations but again, it is subject to a very rigorous process, subject to a public hearing and subject to weighing a number of factors before the waiver is granted. Mayor Dwyer added that with regard to the septic design, there is a whole engineering site plan that would be required. If you do not have the footprint based on the size of the house and number of bedrooms, you don't get to add on. Mr. Karl added that he just sees the ZBA being busy with people looking for relief to build bigger structures on their lots.

Resident Howard Zuckerman asked if there was any consideration for flipping items 3 and 4 under the section floor area - gross residential, to make the space in the attic 6.8 feet and the space in the basement 5 feet. Mr. Zuckerman continued that there was discussion in the past regarding flipping it but he does not know if the Building Department mentioned it or not. Attorney Terhune stated that she thinks it was flipped, that this was the final version that she received from Attorney Naughton, so she believed that it was flipped. Attorney Terhune confirmed that she flipped items 3 and 4 herself and sent that version to Attorney Naughton. Attorney Terhune stated that she would check with Attorney Naughton again.

Mr. Zuckerman continued that this is a very important zoning regulation to pass. This section is part of the original code that was passed and eliminates the combining of lots for subdivisions. Later there were amendments to eliminate flag lots, and all of these were established so that when you build a house, it is built on the proper size lot. Mr. Zuckerman agreed that this was a very important step in this process.

Resident Christine Moherle stated that she is wondering why there are 6 or 7 cars parked at an abandoned home which has been gutted out, and she is concerned about the way the cars parked. Mrs. Moherle continued that the way the cars are parked is causing a line of sight issue for the

school buses and cars cannot get through. Mayor Dwyer asked her for the address of the property and Mrs. Moherle responded that she believed that it was 9 Pearsall Drive.

Mrs. Moherle asked how does this law prevent people from going before the Planning Board and try to change the zoning to make the houses bigger. Mayor Dwyer stated that this law is set to do a few things. The first is the actual square footage of the lot which allows you to construct a certain size home. If someone chooses to challenge that, you are permitted by law to go to the ZBA. There is nothing in the law that that allows the Board of Trustees to control that. What the Board of Trustees can do is put some teeth into the law so you don't get to build a home that covers your entire lot.

Resident Tim Mitts stated that the law talks about modified homes and he asked how this law affects homes that have burned passed a certain percentage. Would those homes be grandfathered in or would they fall under these new rules. Mayor Dwyer asked if he is referring to a home that has burned past a certain percentage and the insurance company wants to call it a total loss and Mr. Mitts responded that he wasn't referring to the insurance company but that if the Village considered it a total loss. Attorney Terhune stated that there is something in the current code for a pre-existing non-conformity that if you have a big house on a small lot and it has been there, but then is burned or damaged, most codes will say that if it is 25% damaged, then you can rebuild it at the same size, it hasn't lost its pre-existing, non-conformity. Attorney Terhune continued that if it is past a certain percentage or value, there is a formula to calculate that, but if it is beyond a certain value, then you've lost the non-conformity, then you have to build consistent with the new zoning. Mr. Mitts stated that is his concern with his home, with the size of the home and its historical value, would this law prevent him from turning it back into what it once was. Mr. Mitts continued that he also had a conversation with the Town Tax Assessor, April McDonald, and that she seems to think that as the square footage of a house gets larger and larger, there is a diminishing tax return that may be applied, and that diminishing tax return may be an issue for the Village of Monroe. Both Mayor Dwyer and Attorney Terhune agreed that would be something that Ms. McDonald should address the Board on if she did have a concern. Mr. Mitts stated that he was only bringing it up because he thought the local law was being adopted this evening. Attorney Terhune advised that there is only a SEQRA adoption on the agenda for this evening, not an adoption of the local law. Village Clerk Baxter added originally the law adoption was listed but had been changed.

Mr. Mitts also raised a concern on how to calculate the maximum gross residential floor area ratio based on the maximum FAR listed on the schedule enclosed in the local law. Attorney Terhune agreed that it could be interpreted two different ways, so she would go back and ask for clarification. Attorney Terhune asked Mr. Zuckerman if he could shed some light on this subject being part of the Committee who developed the Village's Comprehensive Plan, how they intended this subject to read. Mr. Zuckerman replied that he was not sure if that was taken into consideration at the time of development. Attorney Terhune stated she would reach out to Attorney Naughton for clarification.

With no further questions, on a motion by Trustee Behringer, seconded by Trustee Alley and carried, the Public Hearing was closed at 6:58 PM.

BOARD OF TRUSTEES MEETING
TUESDAY SEPTEMBER 18, 2018
www.villageofmonroe.org

The second of the bi-monthly meetings of the Board of Trustees was held on Tuesday September 18, 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 and Houle
Also present: Attorney Terhune, Village Clerk Baxter, Deputy Clerk Zahra, Building Inspector Cocks, Administrative Sergeant Amatetti and Highway Supervisor Linderman.

Absent: Trustee Conklin (personal)
Water Plant Operator Mabee (vacation)

Treasurer Murray arrived at 7:02PM.

COMPLETING THE SEQRA PROCESS FOR INTRO. LOCAL LAW 7 OF 2018 / AMENDING CH. 200 “ZONING” TO ESTABLISH MAXIMUM GROSS RESIDENTIAL FLOOR AREA RATIOS:

WHEREAS, on September 4, 2018, the Village Board of Trustees (the “Board”) introduced a local law that would establish maximum gross residential floor areas for residential development within the Village; and

WHEREAS, the Village Board of Trustees (the “Board”) is the only Agency authorized to amend the Village Zoning Law and is, therefore, the only agency authorized to act as lead agency pursuant to the New York State Environmental Quality Review Act (“SEQRA”); and

WHEREAS, the Board caused a Short Environmental Assessment Form (“SEAF”) to be prepared and determined the action to be an “Unlisted” action as it does not meet the threshold for either a Type I or Type II Action; and

WHEREAS, the Board has analyzed the potential areas of environmental concern associated with the proposed action in accordance with procedures set forth at 6 NYCRR § 617.7 implementing SEQRA; and

WHEREAS, the Board consequently finds that the adoption of a local law that would set maximum gross residential floor areas for residential development within the Village will not have significant impact on the environment because the mere establishment of a mechanism for the determination of whether the proposed size of a residential dwelling is disproportionately large in relation to the size of the lot and could have a detrimental effect on the lot upon which it is proposed to be built will further protect the natural resources existing on that lot and, by extension, the natural resources of the entire Village. The Board of Trustees further finds and determines that by ensuring that the size of a dwelling unit is proportional to the size of the lot will further protect the land and its geological features; reduce the impact to surface and ground water by not over-stressing the environment by increasing the amount of stormwater run-off of residential development beyond capacity, thus providing additional protection against flooding; further protect against negative impacts to the air, plants and animals, agricultural resources, aesthetic, historic and archeological resources; provide additional un-developed land around dwelling units and within neighborhoods by increasing the ratio of open yards to buildings; decrease the generation of traffic and need for energy and decrease the impact on human health by protecting against creating crowded urban environments within the Village. Finally, the Board of Trustees finds and determines that establishing maximum floor area ratios is consistent with the community plan and character, as well as the Comprehensive Plan of the Village of Monroe.

NOW, THEREFORE, BE IT RESOLVED that based upon the foregoing, the Board of Trustee of the Village of Monroe determines that establishing a maximum gross residential floor areas for residential development within the Village will not have a significant adverse effect upon the environment and an environmental impact statement will not be required.

AND, BE IT FURTHER RESOLVED that this Negative Declarations is issued pursuant to 6 NYCRR Part 617 of the implementing regulations pertaining to Article 8 (State Environment Quality Review Act) of the Environmental Conservation Law.

Title of Action:	Local law to establish maximum gross residential floor areas for residential development within the Village of Monroe.
SEQRA Status:	Unlisted Action
Negative Declaration:	Yes
Conditioned Negative Declaration:	No
Description of Action:	SEQRA Resolution adopting a Negative Declaration for a local law to establish maximum gross residential floor areas for residential development within the Village of Monroe.
Location:	The local law would be applicable to all residential construction within the Village of Monroe.

Contact Person: Neil S. Dwyer, Mayor
Village of Monroe
7 Stage Road
Monroe, NY 10950
(845) 782-8341

On a motion by Trustee Houle, seconded by Trustee Behringer, the Mayor declared the Resolution adopted on a roll call vote of 3 ayes, 0 nays and 1 absentee.

Ayes: Trustees Alley, Behringer and Houle
Nays: None

REQUEST FOR BOND WAIVER / MOMBASHA FIRE COMPANY / CONTINUED:
(See Minutes 9/4/18)

At the September 4, 2018 Board Meeting, Michael Sandor, P.E., Engineer for the Mombasha Fire Company, submitted a letter to the Board of Trustees requesting that they waive bond estimate in the amount of \$43,870.62, which was approved by Village Engineer John O'Rourke, P.E. on 7/13/18. Due to additional questions that the Board had, Mayor Dwyer tabled the matter to allow him time to discuss it further with the Mombasha Fire Company and the Building Department. On a motion by Mayor Dwyer, seconded by Trustee Alley, it was:

RESOLVED, the Board waive the requirement for the Mombasha Fire Company to post a letter of credit or cash in the amount of \$43, 870.62, the amount recommended by Village Engineer John O'Rourke, P.E. for the small addition located at the rear of the firehouse, a new shed to house their antique fire truck and 45 additional parking spaces located at 526 Route 17M.

Ayes: Trustees Alley, Behringer and Houle
Nays: None

TIME CLOCK MANAGEMENT & PAYROLL SERVICES / CONTINUED:
(See Minutes 6/5/18)

At the June 5th Board of Trustees Meeting, the Board authorized Mayor Dwyer to circulate a request for proposal (RFP) for a Time Clock Management System as well as a Payroll Servicing Company.

Mayor Dwyer stated that he, along with Trustee Alley and Treasurer Murray, met with the vendors and had gone through the procurement process. They have come to a reasonable conclusion as to how they want to proceed, but there still a few things that need to be worked out. Mayor Dwyer requested that the matter be tabled till the October 2nd meeting so these items can be resolved before being presented to the Board.

UPDATE FROM PETER TUOHY, ORANGE COUNTY LEGISLATOR, DISTRICT #7:

Mayor Dwyer invited Legislator Tuohy to tonight's meeting to provide an update to the Board of Trustees on the goings on in and around the County. Legislator Tuohy reviewed for the Board the various Boards and Commissions that he is a part of, as well as the recent meetings, like the New York Association of Counties training in Albany that he has attended. Some additional items that Legislator Tuohy mentioned were: the Chairman's Round Table Discussion, the contaminated water coming in to OC Sewer District #1 which has been deemed polluted although the NYS DEC claim it to be clean, his attendance at the White House Office of Inter-Governmental Relations Conference in Washington DC which provided ideas on how the Federal Government could work more closely with the county governments. Legislator Tuohy stated he brought to their attention the issue that Orange County is experiencing with the local sewer district. He was referred to local EPA region #2 in NYC and this district acknowledged that the State has not tested those waters in years. Legislator Tuohy added that he participated in a Narcan training which was very enlightening. From this he put together a training session for other Legislators who were thrilled to participate. Legislator Tuohy continued that October will begin the budget season for the County and while he has not been through that process yet, he was looking forward to it.

Mayor Dwyer asked Legislator Tuohy if he knew when they would be announcing information regarding the Community Development Block Grant and Legislator Tuohy stated that the Village of Monroe would be awarded \$50,000 to put towards new sidewalks in the Village. He also

advised that the Town of Monroe will be awarded some of the grant money so they can install ADA doors at the Monroe Senior Center, as well as updating their HVAC equipment.

Trustee Houle asked if he had the results of the independent water test that was done, and Legislator Tuohy stated he did not but he would be able to get them for her. Resident John Karl asked what parameters were tested for in the tributaries and Legislator Tuohy stated he did not have information readily available but would be able to get the results and get it down to the Village. Mayor Dwyer and the Board of Trustees thanked Legislator Tuohy for the update and looked forward to keeping the chain of communication open.

WAIVER OF PENALTIES / DISTRICT 4 BULK USERS / TOWN WATER ACCOUNTS:

After the generation of a delinquent accounts report run by the Water Department, it was discovered that the Town of Monroe did not pay their August 2018 water bills for the following Town water accounts #19, 76, 139, 142, 345, 381, 100001, 100002, 100003 and 100007 totaling \$68,694.11. Part-time Billing Control Clerk Hicks contacts the Town of Monroe and spoke with Helen Knickerbocker, Data Entry Clerk, who advised the Village that the bills would be paid by weeks end. Ms. Knickerbocker also requested that the penalties be waived since the Town was experiencing computer problems that resulted in no computer access intermittently over a 3 week period. Mayor Dwyer added that there was a virus in their system that prevented them from being able to process any checks and because of this, Mayor Dwyer requested it be added to the agenda for discussion. He explained that the focus was only on the waiver of the penalties for the four larger accounts, #100001, 100002, 100003 and 100007 in the amount of \$6,869.41. Discussion followed. Trustee Ally asked if there were additional penalties on their other accounts and Mayor Dwyer responded that there are but they are not of a significant amount and they are aware of them. Trustee Houle inquired if they had an issue with issuing a check for their water bills, did they also notify their other payees that they were experiencing this issue. Mayor Dwyer responded he could not speak for them, but he would imagine that they would have. Mayor Dwyer added that historically they do not have this problem. Trustee Houle asked if they have been an on-time payer and Mayor Dwyer responded that they were. Trustee Houle acknowledged that this puts the Board in a difficult position should they choose to grant a penalty waiver and Trustee Ally stated that when waiving penalties on accounts you are passing the fees on to the taxpayers. On a motion by Trustee Houle, seconded by Trustee Alley, it was:

RESOLVED, the Board of Trustees approved the request of the Town of Monroe to waive the outstanding penalties in the amount of \$6,869.41 accrued for the non-payment of the Town of Monroe August 2018 water bills for District #4 (town water accounts #100001, 100002, 100003 and 100007).

Ayes: Trustees Alley, Behringer and Houle
Nays: None

HUDSON VALLEY HOT RODS CAR SHOW 10/7/18 MILLPOND PKWY:

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

RESOLVED, the Board approved the request of the Hudson Valley Hot Rods to hold their annual car show in Crane Park on Millpond Parkway across from Airplane Park or Option B (weather pending), across from the Commuter Parking Lot on Millpond Parkway toward Airplane Park with the vehicles backing into parking spaces on Millpond Parkway, on Sunday, October 7, 2018 from 10 AM to 4 PM. Roy Kalmus is spearheading this event for the car club. Sign-off of the event application has been made both the Building Department and Police Department. The Police Department will oversee the event with 1 Officer on 6 hours of overtime at \$71.00 per hour to assist with road closures and pedestrian crossings on Millpond Parkway. The estimated cost of additional Police Protection for this event is \$426.00.

Ayes: Trustees Alley, Behringer and Houle
Nays: None

MONROE CROP HUNGER WALK 2018:

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

RESOLVED, the Board of Trustees approved the request of Fred Schuepfer, Monroe United Methodist Church, to sponsor the annual Monroe Crop Hunger Walk 2018 on Sunday, October

21, 2018 from 2:00 – 4:30 PM. Walk will begin and end at the Monroe Methodist Church, 47 Maple Avenue. The walk will utilize the lower Mill Pond walking path. Sign-off of the event application has been made both the Building Department and Police Department's. B and C line Officer's will monitor the event and provide assistance if necessary at no additional cost.

Ayes: Trustees Alley, Behringer and Houle

Nays: None

28th ANNUAL TURKEY TROT RACE 11/24/18 FROM 9:00-10:30 AM:

The Monroe Joint Park Commission submitted an application for their annual Turkey Trot race. The race is scheduled for November 24th from 9 AM to 10:30 AM and will begin and end at Smith's Clove Park. The race route would be as follows: starting at Smith's Clove Park, runners will make a right onto Spring Street, and make a left onto Mapes Place. Runners will make a right onto Carpenter Place and a right onto Maple Avenue. Runners will continue up Maple Avenue, cross Stage Road to Millpond Parkway and continue along Millpond Parkway to the Airplane Park. Runners will make a right onto Rt.17M/Rt.208 and proceed up to North Main Street. They will cross North Main to Schunnemunk Road and proceed around to Forest Avenue. Runners will take Forest Avenue down to Franklin Avenue, make a left onto Franklin, another left onto Spring Street and return to Smith's Clove Park. Sign-off has been done by the Building Department but still pending with the Police Department while they await determination how the assistance of the Fire Police will affect their manpower. Approval of this event will also be contingent upon approval of the NYS DOT 33-C permitted to utilize State Routes 17M & 208. Discussion followed. Sergeant Amatetti confirmed that there are 13 posts that need to be covered for this event and his hope is that the Fire Police will provide up to 5 people to help offset the overtime costs. Sergeant Amatetti added that it would most likely be about 6 or 7 B Line Officers on overtime at an estimated cost of about \$1,500.00. Mayor Dwyer suggested the use of volunteers to help man the posts but Sergeant Amatetti responded that it is a large race and his preference would be Officers. Due to the closure of the Rt. 208 overpass, Mayor Dwyer suggested reviewing the manpower cost to the Police Department from 2 years ago and making the approval contingent upon that amount. On a motion by Trustee Behringer seconded by Trustee Alley, it was:

RESOLVED, the Board of Trustees approved the Monroe Joint Park Commission's request to hold their 28th Annual Turkey Trot Race on Saturday, November 24, 2018. Approval is contingent upon approval from the Police Department as well as approval from NYS DOT to utilize State Routes 17M & 208. The race will run from 9:00AM to 10:30AM and the event will be coordinated with the Monroe Police Dept.

Marshall and Sterling will be notified to include this event to the Village's insurance as a community event.

Ayes: Trustees Alley, Behringer and Houle

Nays: None

REQUEST FOR 3X PENALTY WAIVER / 2 ROSA COURT:

Property owner Laurie West has submitted a request for a reimbursement in the amount of \$862.50 for penalty charges paid associated with the finished basement of her condo located in Timber Hills. Ms. West has decided to move to Florida and it was only when the title search was done did she learn that there was no permit on file for the basement. When she purchased the condo in 2003 it was listed as a 2 bedroom, 2 ½ bath unit with a finished basement. Ms. West provided a copy of the MLS listing, as well as a summary appraisal report from FannieMae for mortgage purposes also showing the unit as having a finished basement. In an effort to keep the sale of the condo moving, Ms. West brought the basement up to code, including hiring and paying an architect, contractors, electricians and paid all the required fees and penalties. Since having complied with the requirements of the Village Building Department, at this time Ms. West is requesting that she be reimbursed \$862.50 in penalty fees paid since Ms. West believed she purchased the condo in good faith. Discussion followed. Trustee Houle stated that it is the same thing that they were faced with last month. Trustee Alley disagreed and responded that it was listed and assessed with a full basement. Trustee Behringer asked if when they purchased the house in 2003, wouldn't the inspector noticed it then. Building Inspector Cocks responded that they do not go into people's homes. Mayor Dwyer asked if the Tax Assessor assessed the property

with a finished basement and Building Inspector Cocks responded that he had no knowledge of that.

Property owner Laurie West stated that she had provided the Board with a copy of the mortgage company's assessment showing the property listed with a finished basement. Trustee Alley commented that it says full finished basement but the gross living area 1,378 square feet, and asked if that includes the finished basement. Ms. West responded that she was not sure if that number includes the basement or not. Mayor Dwyer interjected that if he had to guess, that number was not reflective of the basement space and suggested tabling the matter to get additional clarity from the Tax Assessor's office. Ms. West responded that she misunderstood the question and clarified that the square footage did include the finished basement. Mayor Dwyer reiterated that he believed that the matter should be tabled to allow time for some additional research to be done. Although the appraisal report states that the unit has a finished basement, and that does not definitely mean that the home has been properly assessed that way. Mayor Dwyer continued that she should visit April McDonald, tax assessor for the Town of Monroe and ask her to pull the property card and see what is listed for finished square footage and if the basement is finished on the property card. Ms. West responded that she is leaving for Florida, so that she would do the best that she can to get this information.

Mayor Dwyer explained that issue that they have in the Village is that over time people have done work in their homes and don't obtain the necessary permits. The Building Department is unaware of the work because they are not allowed in people's homes and only find out about this type of stuff when the home is up for sale. Mayor Dwyer added that he is not saying that is what happened here, but is providing her with an example. Ms. West commented that she understood, however she does not agree that she is responsible for paying a penalty on something that she purchase that way and in good faith. Mayor Dwyer agreed and sadly it is because people are not following the proper procedures that are in place and it is very unfortunate. It puts the Village's Building Department in a very difficult position and one that exposes the Village should an instance like this slip through the Village's fingers. At the recommendation of Mayor Dwyer, this matter was tabled till the October 2nd meeting.

ORANGE COUNTY MUNICIPAL PLANNING FEDERATION ANNUAL DINNER – PLANNING BOARD ATTENDEE APPROVAL:

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

RESOLVED, the Board of Trustees approved Planning Board Members Gary Parise, Geri DeAngelis, Fred Cocks, Marilyn Karlich, Debbie Proulx and Jim Cocks' attendance at the September 27, 2018 Orange County Municipal Planning Federation Annual Dinner at Delancey's in Goshen, NY. The cost is \$70 per person, for a total of \$420.00, and is to be charged to budget line A8025.4720.

Ayes: Trustees Alley, Behringer and Houle
Nays: None

ORANGE COUNTY MUNICIPAL PLANNING FEDERATION ANNUAL DINNER – ZBA ATTENDEE APPROVAL:

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

RESOLVED, the Board of Trustees approved ZBA Members Dan Margotta and Elizabeth Doherty's attendance at the September 27, 2018 Orange County Municipal Planning Federation Annual Dinner at Delancey's in Goshen, NY. The cost is \$70 per person, for a total of \$140.00, and is to be charged to budget line A8010.4720.

Ayes: Trustees Alley, Behringer and Houle
Nays: None

NYS BUILDING OFFICIALS CONFERENCE MASONRY CLASS 10/10/18 – JAMES COCKS AND DEBORAH PROULX:

Trustee Houle asked Building Inspector Cocks how many credits the department currently has. Building Inspector Cocks responded that both he and Assistant Building Inspector Proulx currently have 20 hours and both need 4 hours more before December 30th or they would lose their certification.

Mayor Dwyer stated that the Board has met previously and discussed a policy in which they do not want any Department shutting down for an entire day. They addressed it with the Water Department and one person stayed behind. Mayor Dwyer continued that at this juncture, he does not know if there is another opportunity for them to obtain these credits. Building Inspector Cocks responded that was the problem, these classes are offered so infrequently that they need to take advantage of them when they come up. They participate in the large, 3 day conference that provides them with the bulk of their hours, but as they get closer to December, there isn't much of an opportunity. Building Inspector Cocks added that they do have coverage through the Village of Harriman in case of an emergency, and that they can manage the office from their phones by checking voicemail and email throughout the day. Building Inspector Cocks also stated that if someone was just dropping something off, it could be left at the Clerk's Office. Lastly, they would be back by 2PM that day. Mayor Dwyer acknowledged what he said but stated that they are trying to set a tone.

Mayor Dwyer asked if they could select any class, or any grouping of hours to find 24 credits anywhere. Building Inspector Cocks responded no, it was only when they are posted online and the classes have to be certified by the State. Trustee Houle asked how many opportunities are they giving them to obtain their credit hours and Building Inspector Cocks responded that they monitor what is posted but they really don't offer that many classes and they have to take them when they are offered. Trustee Houle asked if they offer more than 24 hours' worth of classes, but some of them are upstate, they would require travel, so they try to keep it as local as they can. Additionally, they try to take classes that they'll learn from some of the classes are just terrible. Building Inspector Cocks added that they have not offered a masonry class in years and that is why they want to take this one.

Trustee Houle stated that in light of the situation and that they are both deficient by 4 hours the Board consider approving their attendance for now but adding the stipulation that next year that things are planned differently. Trustee Alley asked in the past what does coverage by the Village of Harriman mean, and Building Inspector Cocks responded that it was in case of an emergency. They purposely do not schedule inspections on these days to account for them not being available. Mayor Dwyer commented that he knows that they need to get the credits but going forward they need to find other applications in the future so the entire department is not shut down. Trustee Alley added that it is also because there is only two of them in the Department and Mayor Dwyer agreed and added that they would be having a conversation about that later that evening. On a motion by Trustee Houle, seconded by Trustee Behringer, it was:

RESOLVED, the Board of Trustees approved the attendance of Building Inspector James Cocks and Assistant Building Inspector Debra Proulx at the NYS Building Officials Conference Masonry Class, co-sponsored by Construction Advancement Institute / Building Contractors Association on Wednesday, October 10, 2018 from 7:30 AM to 1:30 PM at the Double Tree Hilton in Tarrytown, NY. This free class will fulfill the remaining 4 hours of mandatory 24 hours of in service training required each year. The Village vehicle will be used for transportation.

Ayes: Trustees Alley, Behringer and Houle
Nays: None

NYS RETIREMENT SYSTEM EMPLOYER EDUCATION SEMINAR, TREASURER MURRAY:

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

RESOLVED, the Board of Trustees approved the attendance of Treasurer Murray to attend the one day seminar offered by the NYS Retirement System on Friday, October 26, 2018 9 AM – 3:30 PM located at the Rockland County Fire Training Center in Pomona, NY. The seminar will cover reporting requirements and procedures valuable for payroll and personnel staff as well as topics such as membership, reporting at time of retirement, post-retirement employment, planning for retirement and Tier 5 & 6 information. The seminar is free and if no Village vehicle is available for use, mileage reimbursement for use of her personal vehicle will be submitted on a voucher and charged to budget line A.1325.4720.

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

MAYOR'S REPORT:

Mayor Dwyer stated that the Board should be in possession of a draft of the Property Maintenance Law that Counsel has prepared. He requested that the Board review it and send their comments back to Counsel so it can be tweaked as needed. Building Inspector Cocks interjected and stated he was unaware of this. Mayor Dwyer responded that he would eventually be getting a copy for review and to provide his input as well. Building Inspector responded that he hoped so since he would be the person responsible for enforcing it.

Attorney Terhune commented that she believed the process was that she was asked to draft a property maintenance law which she did. It would then be turned over to the Board to have first crack at it, so a first version would be created that would have everything that they wanted to see in it. Attorney Terhune then added that at that point he would be asked to review it. Mayor Dwyer added that he announced it at the last meeting and stated that everyone would be able to have some input on it, including the Building Department. Attorney Terhune stated that he would have plenty of time to review it. Building Inspector Cocks responded that he shouldn't just have a crack at it, that he should be included in its creation and Attorney Terhune stated that he would be.

Mayor Dwyer continued that the Village had received a letter from AAA notifying the Village that had been award the 2018 Gold Award for the Traffic & Safety Program. An invitation has been extended to two members of the Village, either the Board or the Police Department to attend the awards ceremony down in Garden City, NY to be held on October 25th. Mayor Dwyer stated that if anyone from the Board was interested in attending to please let him know.

Mayor Dwyer continued that the past weekend was Founder's Day and it was a really great event. They have started the motion of changing the event from what people knew as the Cheese Festival and moving forward becoming more focused on the historical aspect of the Village. Additionally, the Village had the honor of awarding the David Smith Award to Huge O'Neill, who happens to be the oldest World War II veteran here in Monroe. He was very taken by it.

Trustee Houle stated that she was very pleased with the turn out given they only had 6 weeks to plan it. She was pleased by everyone's participation, the cheesecake contest and the scavenger hunt. She considered the weekend a win.

Trustee Behringer added that in years past most festivals had a least a year to plan and she complimented Trustee Houle on a job well done. Trustee Behringer also commended the Village's intern, Giovanni Cioffi for his hard work as well. Trustee Behringer added that she also enjoyed Dinner & a Movie and how great it was to watch the black and white movie on the big screen overlooking the ponds, it was a great evening.

Trustee Behringer continued that the 9-11 ceremony was very beautiful. The Police Department and Fire Department along with the different clergy members that were involved made it so special.

PUBLIC COMMENT: # PRESENT 5 TIME: 8:13 PM

Resident John Karl complimented the Board on Founder's Day. His only concern was that there were signs posted that said no pets and he saw quite a few people walking through with pets. He saw the same thing with the Cheesefest and it comes down to enforcement. It puts the Village in a bad position.

Mr. Karl commented that he sees that the Village is videotaping their meetings and asked where do they have access to them. Mayor Dwyer responded that this was on him. The meetings are all currently on disks and he needs to get them all together and get them to George Carney at the Town of Monroe, who will get them on Channel 22. Mayor Dwyer stated that his intention is to create the Village's own You Tube channel so they can be viewed at any time and not be dependent on Channel 22.

Mr. Karl continued that we will be getting out of grass cutting season and into snow season and cleaning sidewalks.

Mr. Karl stated that last year he brought before the Board parking along Rt. 17M from Bridge Street to Oakland Avenue. It seems to be a problem again. There could be 4 to 8 cars in a driveway that was only meant to hold 2. Mayor Dwyer responded that he doesn't think there

should be any parking on the street, but it was brought up last year that there is a period of time when there is no parking on the street, although he wasn't sure of that time. Mr. Karl stated that it is an eyesore especially along that stretch of road and it needs to be addressed.

Mr. Karl stated that he thinks that it's great that the Village is giving away water to the Town but every year the Village asks for exemptions on items 3 & 4 and they give us the lesser of the two. We should be looking to lessen our tax burden here in the Village and that should be coming up in the near future, so perhaps we need to remind the Town that if we are going to work with them, then they should consider working with the Village on the exemptions.

Mr. Karl continued that this coming Thursday night 9/20 is the Volunteer Fireman's Annual Convention and it will be held in Greenwood Lake. Saturday the 22nd will be the parade in Greenwood Lake. Mr. Karl stated that on Thursday night there are two members from the Mombasha Fire Company that will be honored County wide for a rescue that involved pulling a woman from a house fire. Those gentlemen are Chris Cocks and Troy Shedding, and they will be honored at the Greenwood Lake firehouse. At the parade on Saturday, there will be a special guest coming in to watch the parade, Karl Martin, along with three other members of the Fireman's Home. Additionally Bill Trimble, former Mayor of the Village of Monroe, will be M C for the parade as he has done in years past. The dinner begins at 7PM on Thursday and parade step off is at 2PM.

Resident Tim Mitts reminded the Board that they have a database of resident email addresses that they can utilize to get information out there to the residents. Trustee Houle responded that they are working on implementing other ways to get information out to the residents, possibly in the form of a calendar, and include it in with maybe their water bill. Trustee Alley interjected and commented that people use many different type's/avenues to get their information and there isn't just one right way. Trustee Houle agreed and stated that the only thing that people see and acknowledge is the big sign.

Mr. Mitts asked why isn't the big sign not used anymore. Mayor Dwyer responded that the NYS DOT will not allow the Village to attach anything to their property/poles. Orange & Rockland Utilities would consider it if the Village would supply them with an engineering detail and layout of the signs wind shear ability. Mr. Mitts inquired about the Village putting up its own poles and Mayor Dwyer responded that it was something they were considering.

Mr. Mitts advised the Board that it would only take about 5 minutes to put up their own You Tube channel and he could provide them with a great person who could help them out.

Mr. Mitts stated that he has gotten permission from the Monroe Woodbury School District to utilize the High School auditorium to display some documents during their October event. Additionally, there will be members from the American Foundation of the Blind as well as the NYS Parks Department will be attendance for their event as well.

Highway Supervisor John Linderman reminded the Board that about a year ago the Village received some information regarding the installation of a marque sign. He continued that he knows that some people don't like them, but it does catch people eye's and helps in slowing down traffic too, plus it can be programmed directly from Village Hall. Trustee Houle stated that she still thinks that it'll come down to logos. Trustee Alley asked Mr. Karl if he was the person that mentioned the Fire Company bought one. Mr. Karl responded that they partnered with the Monroe Volunteer Ambulance Corp. and Lakeside Fire Company, and they were given a price break because they purchased four at once. Village Clerk Baxter added that is why she mentioned possibly partnering with the Town of Monroe to purchase them.

EXECUTIVE SESSION:

On a motion by Trustee Houle, seconded by Trustee Alley, with all in favor, the meeting was closed at 8:27 PM. 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 Behringer seconded by Mayor Dwyer and carried, the Open Meeting resumed at 9:40 PM.

ADJOURNMENT:

On a motion by Mayor Dwyer, seconded by Trustee Alley and carried, no further business, the meeting was adjourned at 9:41 PM.

Respectfully Submitted,

Ann-Margret Baxter
Village Clerk

MONTHLY REPORTS:

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

Trustee Houle stated that she had a question regarding the Treasurer's report, however since Treasurer Murray was not present at the meeting, she would follow up with her at a later time.

AUGUST 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 August 7th and August 21st.
2. Permits issued: Handicap Parking: 9 Garage Sale: 15 Solicitor/Peddling: 0 Road Opening: 0 Blasting Permit: 0 Liquor License: 0 Towing Permits: 4
3. Processed 2 FOIL requests.
4. Processed 5 Event Applications.
5. Public Hearings Held: 0
6. Closed out mailing machine for month on 8/31.
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. Held Bid opening for Freeman Homes Curb Replacement Phase #2 on 8/3/18.
16. Generated and mailed 2nd notices for unpaid Village Taxes (153).

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

REGULAR MAINTENANCE / VILLAGE IMPROVEMENTS:

1. Mowed all Village property four times.
2. Garbage removal in Park and Village four times.
3. Sweeper used seven days in the Village.
4. Mowed Crane Park five times.
5. Mowed Village road right of ways one time.
6. Weed Harvester used fifteen days.
7. Repaired two stop signs.
8. Repaired four street signs.
9. Repaired three water valves on High Street.
10. Replaced two water valves on O'Sullivan Lane.
11. Installed two new fire hydrants.
12. Trimmed trees on Village roads for ten miles.

AUGUST 2018 JUSTICE COURT REPORT:

Total Fines: \$31,080.80 Total Surcharges: \$10,340.45 Total Parking: \$2,155.00

**Total Civil Fees: \$1,177.00 Bail Poundage Collected: \$453.75 Total Bail Forfeited: \$1,250.00
Total for August: \$46,457.00**

**Vehicle & Traffic Tickets: 243 Disposed: 312
New Criminal Cases: 33 Disposed: 100 Civil Cases: 4 Disposed: 1
Paid Parking Tickets: 69 Dismissed Traffic Tickets: 22**

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

**Production: Lake Mombasha 27,250,552 Gallons / 27,309,846 Gallons LY 2017
Well #4: 4,533,826 Gallons / 3,631,000 Gallons LY 2017**

Consumption: 31,784,378 Gallons / 30,940,846 Gallons LY 2017

**Water Samples / Testing: OK
Rainfall: 7.29
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
Replaced Valve on Peterbush Drive
Excelsior Blower here to service Air Scour Blower
Rotork Here to Calibrate Backwash Accuator
JEM here for Bulk Tank Supply Line
Solitude here to Treat Reservoir (Last treatment of the season)**

AUGUST 2018 POLICE DEPARTMENT REPORT SUBMITTED BY ADMINISTRATIVE SERGEANT ANTHONY AMATETTI:

CALLS FOR SERVICE

**TOTAL CALLS – 1,726
NON CRIMINAL OFFENSE – 0
CRIMINAL OFFENSE – 197
ARRESTS – 49**

TRAFFIC REPORT

**TRAFFIC TICKETS – 259
PARKING TICKETS – 62
DW/DWAI – 0
GAS – \$2173.51/994G
MVA – 35**

OVERTIME/HOURS

TRAINING

**FBI Crime Scene Photo - Young
Survival Tactics – Romer / Farningham**

MVA ACCIDENT REPORT

FOIL REQUESTS

AUGUST 2018 TREASURER'S REPORT SUBMITTED BY CATHERINE MURRAY:

Treasurer's Report
 Village of Monroe
 August 2018

SIGNIFICANT ACTIVITY (REVENUES)

Bank interest	7,051
Franchises	39,933
Rental of Real Property	14,932
Building Permits	13,190
Fines & Forfeited Bail	20,721
Misc Revenue	59,942

SIGNIFICANT ACTIVITY (EXPENDITURES)

PD Uniform Allowance	7,159
PD Building Maintenance	6,778
St Maintenance General Expense	21,818
Celebrations	38,785
Distribution General Exp (water fund)	10,179
Distribution Contractual (water fund)	9,464
EFC Bond Interest (water fund)	5,943

Workers Compensation - General Fund	57,140
- Water Fund	7,705

Health Insurance - General Fund	113,714
- Water Fund	15,417
	130,043

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 3 months of the fiscal year and expenses should be at 25.0%. The expenses are at 21.3% for the General Fund and 17.4% for the Water Fund.

Respectfully submitted,
 Catherine Murray
 Treasurer

AUGUST 2018 BUILDING DEPARTMENT AS SUBMITTED BY ASSISTANT BUILDING INSPECTOR DEBBIE PROULX:

Building Permits Issued:	29
Rental Inspections Completed:	34
Title Searches Completed:	16
Violations Issued:	24
Building Permit Inspections performed:	83
C.O's Issued:	30
Complaint Inspections:	12
Fire Inspections	2
Open, active building permits	230
FOIL Requests	2

Building Permit Fees:	\$ 9,782.00
Rental Permit Fees:	1,000.00
Flood Permit Fees:	0.00
Fire Inspection Fees:	0.00
Title Search Fees	<u>2,400.00</u>
Total Fees Collected	\$13,182.00

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
2 Court Cases
Bi Monthly mailing for expired permits
Bi Monthly mailing for rental permit renewals

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