

BOARD OF TRUSTEES MEETING
TUESDAY, JUNE 5, 2018
www.villageofmonroe.org

The first of the bi-monthly meetings of the Board of Trustees was held on Tuesday, June 5, 2018 at 7:00 PM in the Boardroom of the Village Hall, 7 Stage Road, Monroe, New York. Mayor Dwyer called the meeting to order and led in the pledge to the flag. Emergency exits were announced.

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

MINUTE APPROVAL: MEETING OF MAY 1st:

On a motion by Trustee Conklin seconded by Trustee Houle, the Minutes of the May 1st Meeting were approved.

Ayes: Trustees Alley, Conklin, Behringer and Houle

Nays: None

MINUTE APPROVAL: MEETING OF MAY 5th:

On a motion by Trustee Alley seconded by Trustee Conklin, the Minutes of the May 15th Meeting were approved.

Ayes: Trustees Alley, Conklin, Behringer and Houle

Nays: None

MINUTE APPROVAL: SPECIAL MEETING OF MAY 25th:

On a motion by Trustee Conklin seconded by Trustee Houle, the Minutes of the May 25th Special Meeting were approved.

Ayes: Trustees Alley, Conklin and Houle

Nays: None

Abstain: Trustee Behringer

SEASONAL LABORERS: CRAIG LUNDGREN, ANTHONY BOTTIATO & MARK BONO:

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

RESOLVED, the Village Board approved the following appointments to the position of seasonal full-time Laborers for the period June 6, 2018 to September 14, 2018 at the hourly rate of \$15.00/hour:

Craig Lundgren, 34 James Road, Monroe, NY 10950

Anthony Battiato, 17 Kerner Drive, Chester, NY 10918

Mark Bono, 48 Maple Avenue, Chester, NY 10918

Ayes: Trustees Alley, Conklin, Behringer and Houle

Nays: None

COMPLETION OF PROBATIONARY PERIOD / P/T DISPATCHER BRYAN WILLIAMS:

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

RESOLVED, having successfully completed his probationary period, effective 5/17/18, and as required by Orange County Human Resources, Part-Time Dispatcher Bryan Williams is hereby given permanent status for civil service requirements. The necessary MSD 426-B will be submitted to OC Department of Human Resources.

Ayes: Trustees Alley, Behringer, Conklin and Houle

Nays: None

APPOINTMENT: AARON FRIED / P/T PARKING ENFORCEMENT OFFICER:

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

RESOLVED, the Board of Trustees accepted the recommendation of Police Chief Conklin and appointed Aaron Fried to the position of part-time Parking Enforcement Officer, effective June 6, 2018 at a salary of \$20.00 per hour. Hours are not to exceed 1,040 per year. Mr. Fried has undergone the required Department background investigation, physical and drug screen.

Ayes: Trustees Conklin, Behringer and Dwyer

Nays: None

APPOINTMENT: LILLIAN PADILLA-SOTO, P/T DISPATCHER:

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

RESOLVED, the Board of Trustees accepted the recommendation of Police Chief Conklin and appointed Lillian Padilla-Soto to the position of part-time dispatcher, effective June 6, 2018 at a salary of \$18.73 per hour. Hours are not to exceed 1,040 hours per year. Mrs. Padilla-Soto has undergone the required Department background investigation, physical and drug screen.

Ayes: Trustees Conklin, Behringer and Dwyer

Nays: None

WATER ACCOUNT #2408 CREDIT REQUEST - CONTINUED:

(See Minutes 5/15/18)

Following the May 15th Meeting, Mayor Dwyer tabled the request of property owner Steven Aiello who asked for a reduction in his water bill, allowing time for the Board of Trustees to review it. In the letter that Mr. Aiello submitted, he requested a reduction in the amount of his assessed water consumption to water account #2408 due to an underground water main leak that went unnoticed until he received his May 2018 water bill. Mr. Aiello stated he was unaware of the leak because both the water line and meter were located underground, and requested that the Board of Trustees consider issuing a credit in the amount of \$1,500.00 towards the total amount of his bill of \$2,542.00. Discussion followed.

Trustee Conklin stated that she reviewed the request and suggested the option of a payment arrangement. Trustee Houle commented that there were two work orders scheduled and inquired if they had both been cancelled by the resident and does the Village have the dates that the work orders were scheduled and cancelled. Both Trustee Conklin and Clerk Baxter stated that she was not sure. Mayor Dwyer stated that the water ran through the meter and as a rule, by law, the Village is obligated to apply it. Trustee Conklin stated that this is not something new and it is not necessarily the Village's responsibility, if the water ran through the meter then it typically falls on the customer. Attorney Terhune asked is the resident was asking for relief on just their water bill or their sewer as well and Mayor Dwyer explained that it was water only, and sewer is a fixed rate not based on gallons and is assessed by Orange County Sewer District #1. Trustee Terhune asked if there was a policy in the past to provide any type of forgiveness. Trustee Conklin confirmed that the Village did not as it then becomes a question of gifting and once you do that, you open up the floodgates for everyone and that is why she had suggested a payment plan, something that is realistic. The Board has done that in the past.

Trustee Behringer added that she herself experienced a water leak between the curb and her road. She stated that it was a \$4,000 expense to her and she had to pay it all because it was on her property. Trustee Behringer also agreed that a payment plan was reasonable. On a motion by Trustee Conklin, seconded by Trustee Houle, and carried, it was:

RESOLVED, the Board of Trustees denied the request of Water Account #2408 for a credit in the amount of \$1,500.00 towards his total bill of \$2,542.00 which was due to an underground water main leak.

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

RESOLVED, the Board of Trustees approved the proposed payment agreement, on file with the Water Department, for water account #2408. The payment agreement states resident is responsible to make 3 monthly payments of \$847.34, due by close of business on June 29, July 31

and August 31, 2018. The quarterly bill must also be maintained to sustain the agreement, so the August 2018 must be paid by its due date of September 1, 2018. Additionally, the Village will withhold any further penalties on the balance of this account, as long as payments are made on time. In the event of non-payment, all penalties will be added to the account and due immediately should be arrangement become terminated. Any outstanding balances that remain, including penalties, will be re levied to the 2019 Village Property Tax Bill. Acknowledgment of this arrangement can be made by making the first payment of \$847.34 due on June 29, 2018. The Board directed Village Clerk Baxter to prepare the payment agreement letter and mail it to the resident.

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

VILLAGE OF MONROE STORM WATER MANAGEMENT MS4 REPORT:

Mayor Dwyer commented that the annual 2018 Storm Water Management MS4 report has been completed. Mayor Dwyer explained that this report which relates to the mapping of the storm water collection system, the cleaning of catch basins, street sweeping and other items that are relative to storm water management which the Village of Monroe has conducted over the last year. Mayor Dwyer added that the report can be viewed on the Village's website at www.villageofmonroe.org.

RESIGNATION: SHAKINE MICHEL, BILLING CONTROL CLERK:

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

RESOLVED, the Board accepted the resignation of Shakine Michel, Water Billing Control Clerk of the Village of Monroe's Water Department effective 6/6/18. The Board wished Shakine the best in her future endeavors.

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

TEMPORARY APPOINTMENT: P/T BILLING CONTROL CLERK / KIM KASCH:

Due to the resignation of Water Billing Control Clerk Shakine Michel, and the necessity to fill the position, the Board of Trustees deemed it beneficial to fill this position as quickly as possible. Mayor Dwyer has identified someone without the need to utilize an outside staffing agency at this time, and has recommended resident Kim Kasch to the Board to fill this position on a temporary part-time basis, effective June 6, 2018, and until such time as the interviewing and hiring for the Billing Control Clerk's position can be accomplished. On a motion by Trustee Behringer, seconded by Trustee Houle, it was:

RESOLVED, the Board of Trustees accepts the recommendation of Mayor Dwyer and appoints Kim Kasch to the position of temporary part-time Billing Control Clerk, effective June 6, 2018 at a salary of \$20.00 per hour. Mrs. Kasch's hours shall not exceed 20 hours per week and fills the vacancy of Shakine Michel who recently resigned.

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

ANTI-LITTER CAMPAIGN:

Trustee Houle stated that litter has become problematic throughout the Village of Monroe. In an effort to bring some awareness to the issue the Village Board of Trustees has decided to collaborate with North Main Street Elementary School and Principal Joe Coto and developed the 2018 Anti-Litter Campaign.

Trustee Houle explained that the 4th grade students at North Main Elementary School will develop artistic posters on 12 in. x 18 in. poster paper advertising the importance of placing trash in the proper receptacles. These posters will be creative and can reflect on ideas such as: Keeping Monroe Beautiful, Protecting the Environment, Maintaining Safe Pathways, etc. The campaign will begin Wednesday, June 6, 2018 and the last day to submit posters will be Friday, June 15, 2018.

The winner will be chosen by the Village of Monroe Board of Trustees and will have their poster duplicated to be hung at various places of business throughout the Village. The winner will be announced by Principal Joseph Coto at the North Main Elementary School Awards Ceremony on Friday, June 22, 2018. Additionally, the winner will receive a commendation from Mayor Neil Dwyer at the meeting of the Board of Trustees on Tuesday, July 10, 2018 at 7 pm. An ice cream party will be provided for the winner's class on a date to be determined in September 2018. Discussion followed.

Trustee Behringer commented that she thought it was a great idea and loved the idea of displaying the winner's poster throughout the businesses in the Village. The winner would enjoy showing off their poster to family and friends. On a motion by Trustee Houle, seconded by Trustee Conklin, it was:

RESOLVED, the Board of Trustees approved the 2018 Anti-Litter Campaign poster contest in collaboration with North Main Street Elementary School and Principal Joe Coto, which will advertise the importance of placing trash in the proper receptacles. The Board of Trustees will choose the winner of the contest who will receive a commendation from Mayor Dwyer at the July 10, 2018 Board of Trustees Meeting. The winner will also receive an ice cream party for themselves and their class on a date still to be determined once the school year commences again in September.

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

REQUEST FOR REFUND – BUILDING DEPARTMENT APPLICATION FEE:

In April 2018, property owner Julie Kaffenberger submitted an application to the Building Department for the construction of a 10' by 20' open deck on her home located at 209 Elm Street. The application was denied due to setback requirements and the property owner was advised that she could file an appeal for a variance through the Village's Zoning Board of Appeals. Due to her decision not file an appeal, Ms. Kaffenberger has submitted a request for a refund of her application fee of \$225.00. Discussion followed.

Attorney Terhune asked if the Village's policy was to refund an application fee when the application is denied. Trustee Alley asked what constitutes an application fee. Attorney Terhune stated that there may be a policy but she did not see anything in the Village's Fee Law about refunds. Attorney Terhune continued that efforts are expended when an application comes in to the Building Department and the purpose of the application fee is to cover the administrative costs, and based on that, the amount has been set by the Village Board. That fee covers the cost of the work needed to be done to get it to that point. If there is a policy in place and the Board has done it in the past, then the Board should discuss that. Attorney Terhune asked the Board to table this item until they can discuss it and review the policy. Mayor Dwyer agreed to table this topic to the June 19th Board Meeting.

RELEASE OF PERFORMANCE BOND: LUKE & FRIENDS DAY CARE (TM# 201-1-9.3):

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

RESOLVED, the Board of Trustees accepted the recommendation of Building Inspector Cocks and release the site improvement bond in the amount of \$32,153.90 for Luke & Friends Day Care, located at 11 Talmadge Ct., TM# 201-1-9.3. Treasurer Murray advised that the bond can be released directly back to Luke & Friends Day Care whom can then forward on to their insurance company for cancellation.

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

HUDSON VALLEY WATER WORKS SEMINAR 6/13/18 – ERNIE MABEE, WILL OSTROWSKI, JAIME PRINCE & MICHAEL HIPSMAN:

In a memo from Water Plant Operator Mabee, authorization was requested for himself, Will Ostrowski, Jaime Prince and Michael Hipsman to attend the Hudson Valley Water Works Conference on Wednesday, June 13, 2018 at the Montgomery Senior Center in Montgomery, NY. The conference is 8:00am to 1:30pm and will offer Water Certificates and 4 contact hours

required by for the Department of Health. Village vehicles will be used for some and personal vehicles for others, mileage will be submitted on a voucher for reimbursement at a rate of \$.54/mile. The cost of the conference is \$30 per person and will be allocated from budget line F8330.472, Purification Education. Discussion followed.

Mayor Dwyer asked Trustee Conklin if this represented the entire Department and Trustee Conklin confirmed that it was. Mayor Dwyer stated that he understand that this was for credits but that someone should remain behind in case of an emergency. Mayor Dwyer stated that there had to be another opportunity for them to receive these credits. Trustee Conklin stated that she understood and recommended that the item be tabled to allow her time to speak with Water Plant Operator Mabee the next day. Clerk Baxter stated that wasn't an option because the conference was on June 13th and the Board does not meet again until June 19th so a decision would have to be made tonight.

Trustee Alley added that from a liability standpoint didn't the Board discuss the taking of personal vehicles to these things. Trustee Conklin stated that they had. Clerk Baxter interjected and advised the Board that since the memo was distributed Water Plant Operator Mabee stated that he would be taking his Village vehicle, but was unclear as to whether Will Ostrowski and Jaime Prince would be taking their Village vehicles. Clerk Baxter added that she was not clear about Mike Hipsman as he does not have a Village vehicle and works primarily in the Highway Department. Mayor Dwyer stated that a discussion happened with the insurance company and there were some caveats to taking your personal vehicles and didn't understand why Mike Hipsman couldn't jump in with one of the other people attending the conference. Trustee Conklin requested that the Board table this topic to later in the meeting as she was sending a text to Water Plant Operator Mabee to discuss which employee could remain behind to supervise the Plant. Item was tabled to later in the meeting.

RFP / BANNERS:

By authorization of Mayor Dwyer, Trustee Houle researched various wholesalers who sell personalized 24" by 48" fabric banners with "Village of Monroe" written on them. These 23 banners are to be hung on the light poles above the newly installed flower planters. Based on the Village's procurement policy 3 bids were needed, however Trustee Houle located only two businesses that would be able to provide such an item. The companies and their prices were as follows:

Rileigh's Outdoor Décor - \$2,860.00 (shipping not included)
Mosca Design - \$2,831.00 (included shipping & handling)
Prestige Graphic Services - \$3,750.00 (unsure if quote included S&H)

Discussion followed. Trustee Houle stated that the banners were made from fabric as they last longer and hold up better in weather. She continued that Rileigh's and Mosca's proposals are for fabric banners but Prestige was able to only provide a quote on vinyl banners. Trustee Houle added that the dimensions that Rileigh's provided are in line with the size needed for our light posts and the Mosca quote is for a significantly smaller banner. Clerk Baxter stated that the proposal included a quote for 22 banners but the email stated that they would order 23 which would make the proposals higher than they are listed. Trustee Houle directed the Board to review the graphic that was attached to the proposal from Prestige and indicated that the banners ordered would be similar to that. Neither of the other vendors was able to provide her with artwork.

Mayor Dwyer added that one of the additional benefits that had been spoken about regarding this was to honor those military personnel who have paid the ultimate price in their service and the banners are a great way to do that. He indicated that this had been done in other municipalities with much success. It provides a name and face to someone in this community which is a great opportunity for someone to honor a family member. Mayor Dwyer added that it is an additional way to honor the veterans as well. Mayor Dwyer also added that these banners would create some seasonal opportunities as well as they would be interchangeable and revolve through the seasons. Mayor Dwyer continued that it would also be an opportunity for a family to sponsor a banner and have them supply the photograph and the financing to do that and the Village would mount it.

Trustee Alley asked if the mounting brackets were interchangeable and Trustee Houle stated that providing that the brackets were purchased from the same company. Trustee Behringer stated that she liked the idea and having the Village stand out and provides a welcoming feeling to the

residents. Trustee Conklin stated any time you have an opportunity to show your gratitude to those that serve is a win.

Trustee Alley asked if this was the graphic the Village would be going with and Trustee Houle stated that this was the graphic they provided as an example but there are other options that could be viewed through the company's website.

Highway Supervisor Linderman stated that if the Village chose to purchase the banners from Rileigh's he had some of their brackets down at the highway garage because the Village has used them throughout the years for Christmas decorations and such. Highway Supervisor Linderman was not sure of how many he had but he would get a count and provide them to Trustee Houle before ordering. On a motion by Trustee Conklin, seconded by Trustee Houle, it was:

RESOLVED, the Board of Trustees approved the purchase of 23 fabric 24" by 48" banners with "Village of Monroe" written and the necessary number of brackets from Rileigh's wholesaler for a maximum amount not to exceed \$2,990.00.

Ayes: Trustees Alley, Behringer, Conklin and Houle

Nays: None

HUDSON VALLEY WATER WORKS SEMINAR 6/13/18 – ERNIE MABEE, WILL OSTROWSKI, JAIME PRINCE & MICHAEL HIPSMAN - CONTINUED:

Water Plant Operator Mabee submitted a memo requesting the attendance of the entire Water Department at the Hudson Valley Water Works Conference scheduled for June 13, 2018. Earlier in tonight's meeting Mayor Dwyer expressed his concern with leaving the Water Department without coverage, and Trustee Conklin stated she would reach out to Water Plant Operator Mabee via text message to see who would be able to stay behind and provide coverage at the Water Plant.

Trustee Conklin advised the Board that Water Plant Operator stated that Will Ostrowski would not attend the conference and provide coverage at the Water Plant, allowing Water Plant Operator Mabee, Jaime Prince and Mike Hipsman to attend the Hudson Valley Water Works Seminar. Highway Supervisor Linderman interrupted and stated that Mike Hipsman would not be able to attend. Highway Supervisor Linderman continued and advised the Board that this was the first he was hearing about Mr. Hipsman attending this seminar and that he would not be able to attend because he has blacktop starting and Mr. Hipsman was needed in the Highway Department. Mayor Dwyer stated if that was the way it needed to be, the Board would send Ernie Mabee and Jaime Prince to the conference. On a motion by Trustee Houle seconded by Trustee Behringer it was:

RESOLVED, the Board approved the attendance of Ernie Mabee and Jaime Prince at the Hudson Valley Water Works Seminar, Wednesday, June 13, 2018 from 8:00am to 1:30pm in Montgomery, NY.

Ayes: Trustees Alley, Conklin, Behringer and Houle

Nays: None

RFP – TIME CLOCK MANAGEMENT & PAYROLL SERVICES:

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

RESOLVED, the Board of Trustees authorized Mayor Dwyer to circulate a request for proposal (RFP) for a Time Clock Management System as well as a Payroll Servicing Company. Return date of proposal submittal should be no later than 12:00 PM on July 5, 2018.

Ayes: Trustees Alley, Behringer, Conklin and Houle

Nays: None

DISCUSSION – FEE SCHEDULE FOR VENDOR APPLICATIONS:

Mayor Dwyer stated that the conversation for fee schedules circles specifically around the carnival, concerts and 4th of July celebration. The language has remained the same from prior years except that he Board has been talking about a fee schedule and Mayor Dwyer stated he had a proposal for the Board to consider. Mayor Dwyer explained that there are different groups, not-

for-profit (Boy & Girl Scouts, Knights of Columbus) who use these events as a major fund raiser for their organizations, and broke them down as follows:

1. Non Profits 2. Village Businesses and 3. Out of Village Businesses.

Mayor Dwyer continued that there would be no charge for the not-for-profit organizations, a \$25.00 application fee would apply to the local vendors and a \$100.00 fee would apply to the vendors outside of the Village, per event. Mayor Dwyer continued that 4th of July is one event, so one fee. The Concert Series, every date they attend or become a vendor, it is a \$100.00 fee to come on the property. The Carnival will be the same; each day will be independent of the next. Mayor Dwyer has been told that some vendors may not want to participate in all four days. Clerk Baxter asked if these vendors would be on the grounds with the Carnival and Mayor Dwyer stated yes as long as it fits in to the non-compete clause the Village has with the Carnival and they have provided a list of what vendors they would be providing.

Trustee Houle asked if this would apply to the Farmer's Market and Mayor Dwyer stated it did not. Trustee Conklin added that those vendors have tent fees.

Clerk Baxter asked for clarification on what Village Businesses meant, would vendors from the Town of Monroe or Village of Harriman be considered outside of the Village businesses and Mayor Dwyer stated that they would.

Trustee Alley asked if you could put in one application for multiple dates and Clerk Baxter stated one per date. Clerk Baxter continued that on the application for the Concert Series it lists all concert dates, so if a vendor needs to apply for each individual date, does that mean an application for each date. Trustee Houle asked about the carnival and stated that it is one event but 4 days. Mayor Dwyer interjected and added that what is important to recognize is that in talking with some of these vendors they will openly admit that they may participate in each event, so in order to capture this information on a per event basis, then it isn't clear who is attending what event or on what date. If you invest in something you show up, if you don't invest, you don't show up.

Trustee Alley added that reading through the contract she noticed that although it is not a formal contract, there was nothing included in it that stated why they may not be asked back. There is no recourse at all. The Village is depending on these vendors to make these events happen because we are not booking non-competing businesses because of that. Trustee Alley also asked what if the Village denied an application, will it be refunded? Trustee Houle stated that an option would to have the fee paid after the application has been approved. Trustee Alley commented that is an option but the application fee should really be submitted when the application is being turned in. Clerk Baxter reminded the Board that these vendor applications do not go before the Board for approval, that they have always been handles separately by the Activities Committee.

Trustee Conklin asked why the vendors are being charged at all, and Trustee Alley responded that there is a cost to doing business. There are other events that the Village would like to put into place that are in conjunction with some of these events and they are coming in to Monroe to do business. Trustee Conklin asked about the local vendors, they are already here. Trustee Alley responded that the \$25 application fee and the Village is doing them a favor because that is the least expensive advertising they can get.

Mayor Dwyer interjected and stated he did his own research and wanted to see the impact it would have on this matter. He explained that he approached three local restaurants here in the Village and asked them if they would be willing to pay \$150 for this event, and this opportunity for their business, and what their thoughts were on it. Mayor Dwyer continued that none of the businesses had a problem with it and recognized that it's the cost of doing business. He added that the Village is capturing an audience for these vendors, the fireworks display, or the carnival, and they are paying a very small stipend to benefit from that. Trustee Behringer added that it is the same thing as renting a booth at a church or a craft fair.

Trustee Conklin asked what these local businesses are getting for their \$25.00. She continued that this is her biggest pet peeve; we charge a local business to do business in the Village who are already paying taxes. The whole point of this when it started was to bring business to the local businesses, to help grow the downtown. Trustee Conklin added she does not see the benefit in charging the businesses that are already here, just to say you have to process an application? Trustee Conklin stated that she did not have a problem with charging outside vendors or businesses because they would take business away from people who have already established businesses here.

Trustee Conklin requested that the Board consider a fee schedule for people who want to come and hold events here in the Village. She has expressed her desire for that for a while. These are the events that generate a bigger cost to the Village, with the usage of the Village's Police and Highway Departments. Mayor Dwyer agreed that there is a cost to the Village for any of these events, some more than others. Mayor Dwyer stated that the Board had a conversation about it and even had Counsel to draft a document supporting that, but for some reason it went sideways and nowhere. The Village expends about \$50,000 a year to invite people into this community and participate in all the offerings that the Village has brought in for its residents.

Village Clerk Baxter clarified for the new Board members that there was an addendum added to the event application that became effective January of 2018 that indicates unless you are a non-profit 501C(3) organization, you could potentially be subject up to 20% of the total additional costs that the Village may incur whether it be from the Police Department or Highway Department. The applicant would be notified what that amount would be if they were to be charged if the Board chose to charge them, prior to the approval of their application and it would be up to them to move forward with their application. Village Clerk Baxter added that to date, everyone that has submitted an application to hold an event in the Village has been non-profit, so the Village has yet been faced with the challenge of deciding whether or not to pass that fee on to an organization who wished to hold an event in the Village. Village Clerk Baxter asked that in regards to the vendor applications, will businesses be asked to provide proof that they are non-profit to exclude them from having to pay this fee, and if the answer is yes, then that will need to be included in the resolution as well.

Mayor Dwyer stated that all fees will be waived for a non-profit, but all 501C(3) businesses will have to provide their tax exempt document to support that. Trustee Houle asked if the Board had an idea for those events that have been planned or the Board has approved for 501C(3) organizations of what the cost to the Police or Highway Departments has been. Village Clerk Baxter answered that the Board is provided that information from the Police Department when they review and approve each application, and it is broken down and explained how that additional cost is determined. Chief Conklin confirmed that was correct. Trustee Houle stated that she would be interested to see to date what those fees are. Village Clerk Baxter stated that to date the Village has not hosted an event that has incurred the additional expenses brought on by the Police or Highway Departments. The biggest events have always been the annual July 4th Celebration, two years ago the Village hosted the Fireman's Parade, and the Cheese Festival. These are the large events when workers are on site all day, but we have not had those events yet.

Trustee Alley reminded the Board that they are a few days out from hosting the first concert, and requested that the Board consider waiving all vendor fees for the 2018 Summer Concert Series only since it is so close to starting. Trustee Houle agreed. Attorney Terhune added that the Board needs to think about at what point these might be refundable or not. If the application fee is non-refundable, you want to make that policy clear. Mayor Dwyer asked if everything that comes in to the Village is date stamped. Village Clerk Baxter responded that it depends on what the item is. Clerk Baxter reiterated that these applications do not come to the Clerk's Office, they have always gone directly to the Activities Committee. The Clerk's Office has had nothing to do with Village sponsored events other than advertising.

Trustee Behringer added that with this concert series there will be students from Sapphire Elementary School that will be setting up an Alex's Lemonade Stand to raise money for pediatric cancer in honor of Kelsey Berger, daughter of Smith Clove Elementary Principal Chris Berger, who passed away from pediatric cancer this year. Trustee Alley clarified that there would be an Alex's Lemonade Stand at every concert this year, raising money for a different non-profit at each concert. Trustee Alley added that the Village would be running a stand as well, headed up by Clerk Baxter, at the final concert on August 25th. On a motion by Trustee Alley, seconded by Trustee Houle, it was:

RESOLVED, the Board of Trustees accepted the vendor fee schedule as described, with no fee for non-profit businesses contingent upon proof of tax exempt status, a \$25 application fee for local (Village of Monroe Only) businesses, and \$100 application fee for businesses outside of the Village. Due to the timing, there will be no vendor fees charged for the 2018 Summer Concert Series, but beginning in 2019, a vendor will pay the application fee for each concert they wish to participate in the 2019 concert series.

Ayes: Trustees Alley, Behringer and Houle
Nays: Trustee Conklin

MAYOR'S REPORT:

Mayor Dwyer asked Park Chairman John Battaglia, who is also an artist, to address the Board in the collaboration of an art show. Mr. Battaglia stated that he has been a resident for almost 40 years and is a member of a number of art organizations in Orange County like the Goshen Art League and the Orange County Council of the Arts. Between all the towns in Orange County, there are a lot of events that deal with artists. The Village hasn't done anything in the past 15 years, and the last one was done on the Village streets and he would like to see something in conjunction with the Farmer's Market, where we bring in a number of artists and show their work on a Sunday. Mr. Battaglia continued that he would like to work with the Activities Committee and look to do something in the fall. Mayor Dwyer stated that he looked forward to working with him.

Mayor Dwyer stated that it was an honor to march in the recent Memorial Day parade. The Board has the utmost respect for our veterans and those that paid the ultimate price for their services to this Country. It is a solemn time for the history of our soldier and he was honored to be part of it, as well as have an opportunity to speak. Unfortunately, the weather damped the attendance. Mayor Dwyer added that it was a rude awakening when he received phone calls from people regarding the rain and whether he would still have the parade. Mayor Dwyer stated that he called a source he knew who would give him a clear, straight answer and that person asked him if he thought that the soldiers who were marching in the trenches in every part of the world cared about the weather. He admitted that it was a real slap in the face, a real wake up call for him. Mayor Dwyer shared that his own father fought in World War II, so he has a clear appreciation for this. Trustee Behringer added that it was a wonderful event and she enjoyed the pure looks of joy of the resident's faces.

PUBLIC COMMENT: # PRESENT 10 TIME: 8:10 PM

Resident John Karl stated the he did speak with the Orange County Department of Personnel and they verified that the DPW Superintendent's position can be left vacant.

Mr. Karl continued that there doesn't seem to be a lot of coordination between departments after witnessing what happened this evening when deciding on who to send to a water conference. If there was a DPW Superintendent in place maybe it wouldn't happen. Mr. Karl added that this comment was not a dig against Highway Supervisor Linderman, he has done an excellent job with what has been dumped in his lap. The problem that the Village has is that you have Union people supervising Union people and at some point it will backfire. He asked what would happen is someone files a grievance. A union person will not want to file a grievance again his union brother, and is something that the Board should really look into.

Mr. Karl thanked the Board for the violations being issued in his development. There is still one house left that hasn't cut its grass and it's about a foot high. Mayor Dwyer asked for the address and Mr. Karl stated it was 18 Pearsall Drive. Mayor Dwyer confirmed that that property was issued a violation that day. Mr. Karl continued that most of these houses are owned by realty companies and 3 to 4 weeks down the road it'll be the same way, people are going to get tired of complaining. Mr. Karl also thanked Inspector Cocks for issuing the violations.

Mr. Karl commented that he liked the idea of the banners and added that when he was Mayor he attempted to take 5 streets of a new development being built and name them after the 5 people who perished in 9-11. The developer sued the Village and they were never able to do it, until the Village took over the roads and by then they were names with a golf course theme. We should not forget those people and we should name some streets after them.

Mr. Karl continued and asked the Board to also keep in mind two Village residents who were dedicated members of the Mombasha Fire Company, which was a Village Fire Company before becoming part of the Joint Fire District in 2011. Clarence Board has over 60 years of service, and Karl Martin, who now resides in the Fireman's Home in Hudson, NY with over 50 years of service. He asked to keep those names in mind and think about doing something for them.

Mr. Karl inquired about the Jersey City mile marker that is currently located on High Street. He commented that the old phone booth looks nice on display down by the Heritage Trail and requested that the marker be moved down to this area as well to add it to the display.

Mr. Karl concluded by stating that June 2019 would mark the 125th Anniversary of the Village of Monroe. He asked if the Village would be doing anything to mark this occasion and offered to help out.

Trustee Conklin commented on Mr. Karl's inquiry regarding the DPW Superintendent position. Trustee Conklin stated that Highway Supervisor Linderman's title is Supervisor, and his job is to supervise his employs. She continued that it would not be his responsibility to discipline anyone, he would bring the issue to the Board and it would be their job to discipline someone. If anyone was to file a grievance, they wouldn't file it against Highway Supervisor Linderman they would file it against the Village. Mr. Karl stated that there is a step process and Trustee Conklin agreed but doling out the discipline would still fall to the Board.

Christopher Moehrle, 47 Half Hallow Turn, stated that he agreed with a lot of the points that Mr. Karl made. Mr. Moehrle commented that he seems to be spending more and more time explaining to the renters in his area about the quality of life that people expect in the Village and his community. Mr. Moehrle continued that in regards to the grass height, that 12 inches seems too high, and that people need to be told that at that height they their grass is too high. Mr. Moehrle suggested to Board that they adopt a new law that drops the height down to 6 inches, even though he would like it to be 4 inches. He continued that the absentee landlords are pushing the responsibility on to the tenants and the responsibility should be on the landlord's. It is the same for snow removal. Mr. Moehrle continued that he has had the same routine for 14 years of walking to the bus and walking home, and he is now being forced into the street because sidewalks have not been cleared. We need to look out for one another and the new people don't seem to understand that.

Mr. Moehrle commented on the new public servant that has been hired and perhaps that person would be able to look out for some of these issues and report them back to move things along. He knows that they have stressful jobs, but if they could pass this kind of information along, it would be helpful. Mr. Moehrle stated that garbage would be something that they could look out for. He has recently filled 5 to 6 garbage cans of other people's trash and that is deplorable. He knows that there are other areas that do not have garbage collection so they bring it in to the Village to get rid of it because they know that they can get rid of it for free. Mr. Moehrle suggested perhaps enforcing garbage containers with sealable lids to help with the problem. Mayor Dwyer stated that he understands all of Mr. Moehrle's concerns. Although they cannot manage people's theology and how they live, the Village can enforce what they can. See something, say something is vital to our community, and keep up the good neighbor policy.

Trustee Behringer commented that both the Village and Town have garbage pickup twice a week and she knows that if her family misses one pickup, the garbage will begin to pile up. Trustee Houle asked if the bigger issue was overflowing garbage bags or dumping. Mr. Moehrle stated he believed it was overflowing garbage bags but it could also be people coming from outside communities to dump their garbage. Trustee Houle asked if he has seen it personally and Mr. Moehrle stated that he had. Trustee Conklin encouraged Mr. Moehrle to report anything that he sees. Trustee Conklin added that for as much as she dislikes HOA's (Homeowner's Associations), this is a good reason why it's good to have them, they are able to set their own rules. Mr. Moehrle stated that if people start getting fined maybe they would start learning. Mayor Dwyer stated that there is a fee schedule on the books and the Board is addressing it. Mr. Moehrle also added that he has had a problem with his mail. He stated that he caught someone on camera going in to it and it's hard to do anything about it. Mr. Moehrle stated that this person technically didn't break the law because he didn't take anything out of his mailbox. Mr. Moehrle stated that he did report it to both the Police Department and the Postmaster. Mayor Dwyer asked Mr. Moehrle if he is on the No Solicitation list and he stated that he was not. He also added that anything that he reports to the Police Department is documented and he can follow up on it at any time. Mayor Dwyer concluded by stating that the Board hears his concerns and acknowledges them. He also encouraged Mr. Moehrle to contact the Village Clerk and get his name on the No Solicitation list, as well as follow up on his complaint with the Police Department.

Resident Tim Mitts stated that he was inspired by the banner idea. Mr. Mitts asked what each one costs approximately. Trustee Houle answered that it would depend on what type of banner it was, but the initial ones they were considering were relatively generic. Trustee Houle continued that if the Village was going to order seasonal banners, that they consider a large order and order them all at the same time to get the best price. Mr. Mitts suggested having the families of veterans or those that died in 9-11 sponsor the banners. Mr. Mitts also asked how the Board will determine who goes on a banner and Trustee Houle stated that they haven't gotten to that point yet, but that there will be guidelines to be followed. We would be limited to what we have since we only have

23 lampposts in the Village. She added that the Hometown Hero banners would be considerably more expensive because we would be putting a photo and a different name on each one. Mr. Mitts offered \$200 to sponsor a banner to help support it and bring some life back down to the downtown. Trustee Houle thanked him for his offer.

Mr. Karl added that Blooming Grove and Washingtonville are currently doing these banners and Attorney Terhune stated that Highland Falls was doing it also. Mayor Dwyer stated that they were celebrating the 60 year anniversary of Little League in Washingtonville and that is what prompted them to do this. Mayor Dwyer continued that these are the little pieces that when added up make a real difference to a community. Like the MW Garden Club ladies and how inspiring they are. When you have good energy and good ideas, everyone wants to be a part of it. When you put the time and energy in, it becomes limitless what you can accomplish. Mayor Dwyer commented that he believes that this is the best Village in Orange County.

Mayor Dwyer announced that Cooperative Extension of Middletown will be sponsoring a “How to Plant a Vegetable Garden” event on Saturday, June 23rd at 10:30AM. It will be held at the Monroe movie theatre. Also on Saturday the 23rd at 10:00AM, Town Historian Jim Nelson will be offering a free walking tour of the Village.

EXECUTIVE SESSION:

On a motion by Trustee Conklin, seconded by Trustee Houle, with all in favor, the meeting was closed at 8:40 PM. Following a 5-minute recess, the Board convened in Executive Session for Advice of Counsel.

Executive Session Minutes compiled by Mayor Dwyer.

OPEN SESSION: on a motion by Trustee Alley seconded by Trustee Houle and carried, the Open Meeting resumed at 10:18 PM.

APPOINTMENT OF PART-TIME WATER BILLING CLERK – KIMBERLY KASCH:

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

RESOLVED, the Board of Trustees appointed Kimberly Kasch to the part-time position of Water Billing Clerk effective 6/7/18, with June 6, 2018 being a training day, at an hourly salary of \$20/hour. Ms. Kasch will fill the position left vacant by the resignation of Shakine Michel. Ms. Kasch’s part-time hours will be 9 AM – 1 PM and will work out of the Clerk’s office.

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

AUTHORIZATION TO INCREASE AMOUNT ALLOCATED FOR SURVEY:

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

RESOLVED, the Board of Trustees authorized to increase the amount spent on surveying the property located on the Town of Monroe Tax Map as Section 1, Block 2, Lot 33, from \$5,000.00 up to, but not to exceed, \$7,000.00. The resolution supersedes the resolution of April 17, 2018, minutes page 111.

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

ADJOURNMENT:

On a motion by Trustee Houle, seconded by Trustee Behringer and carried, no further business, the meeting was adjourned at 10:30 PM.

Respectfully Submitted,

Ann-Margret Baxter
Village Clerk