

**PUBLIC HEARING 4.6.2021 – 6:45 PM
TENTATIVE BUDGET
FISCAL YEAR 6/1/2021 – 5/31/2022**

Due to the COVID-19 pandemic and Governor Cuomo's Executive Order No. 202.1, a Public Hearing was held on Tuesday April 6, 2021 at 6:45PM via ZOOM videoconferencing, a cloud-based platform for video and audio conferencing. Although there was no physical meeting location, the public hearing was deemed to be conducted in the Boardroom of the Village Hall, 7 Stage Road Monroe, NY. All Board Members and members of the public were able to attend participating in the Meeting by videoconferencing in via the web link or telephone number provided by Deputy Clerk Zahra. The Public Hearing was held to hear comment on the proposed tentative budget for fiscal year 2022 (6/1/2021-5/31/2022). The tentative budget includes maximum compensation for the Mayor of \$20,000.00 per annum and for the Trustees \$9,000.00 per annum each. The budget is summarized as follows:

**GENERAL FUND: \$10,685,726.00
WATER FUND: \$ 2,111,523.00**

**Present: Mayor Dwyer, Trustees Alley, Behringer, Houle and Karl
Also present: Attorney Terhune, Village Clerk Baxter, Deputy Clerk Zahra, Treasurer Murray and Judge Strauss**

On a motion by Trustee Houle, seconded by Trustee Behringer, and carried, the public hearing was opened at 6:45 PM.

There was 1 person from the public present for the public hearings. There was no written correspondence received. The public hearing was left open for 15 minutes.

With no further comments or questions, on a motion by Trustee Karl seconded by Trustee Behringer and carried, the public hearing was closed at 7:00 PM.

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

**BOARD OF TRUSTEES MEETING
TUESDAY, April 6, 2021
(www.villageofmonroe.org)**

Due to the COVID-19 pandemic and Governor Cuomo's Executive Order No. 202.1, the first of the bi-monthly meetings of the Board of Trustees was held on Tuesday, April 6, 2021 beginning at 7:00PM via ZOOM videoconferencing. Although there was no physical meeting location, the meeting was deemed to be conducted in the Boardroom of the Village Hall, 7 Stage Road Monroe, NY. Mayor Neil Dwyer called the meeting to order and led in the pledge to the flag.

**Present: Mayor Dwyer; Trustees Alley, Behringer Houle and Karl
Also present: Attorney Terhune, Clerk Baxter, Deputy Clerk Zahra, and Police Chief Guzman**

MOTION TO OPEN MEETING:

On a motion by Trustee Houle, seconded by Trustee Behringer, the April 6, 2021 Meeting of the Board of Trustees was opened at 7:00PM.

**Ayes: Trustees Alley, Behringer, Houle, and Karl
Nays: None**

REQUEST FOR PAYMENT ARRANGEMENT / WATER ACCOUNT #2691:

In a letter to the Board of Trustees, water account #2691 has requested a payment plan in the amount of \$83.07 per month for their February 2021 water bill. The property owner had a broken meter. However, the property was listed as vacant for the last 3 years and as a result he has not received a water bill for 11 billing cycles. A conservative estimate was provided for their February 2021 bill and the owner was notified of the billing error prior to receiving this bill. The broken meter was replaced on March 19, 2021.

The owner has made a partial payment of \$332.00 on March 18, 2021 toward his bill leaving a current balance of \$996.86. Mr. Morales would like a 12-month payment plan with monthly installments in the amount of \$83.07, payable on the last business day of each month. The balance is to be paid in full by March 31, 2022. The first payment is due April 30, 2021. Mr. Morales is still accountable for his current quarterly consumption along with this payment arrangement (May 2021, August 2021, November 2021, February 2022).

Should he default on these installments, the full payment will be immediately due at that time, or water service will be interrupted. Quarterly bills must be maintained to sustain this agreement. In addition, we will withhold any further penalties on this balance, so long as payments are made on time. All ceased penalties will be added to the post and current balance, and due immediately, should this arrangement be terminated.

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

RESOLVED, the Board of Trustees approved the proposed payment agreement requested by water account #2691, enabling them to make monthly payments of \$83.07 per month to pay off their February 2021 water bill in the amount of \$996.86. The payment agreement states that the resident is responsible to make monthly payments of \$83.07, due by the last day of each month. The first payment will be due April 30, 2021. 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 nonpayment, all penalties will be added to the account and due immediately should the arrangement be terminated. Quarterly bills must be maintained to sustain this agreement. The Village of Monroe Water Department is directed to prepare the payment agreement letter and mail it to the resident.

Ayes: Trustees Alley, Behringer, Houle, and Karl

Nays: None

REQUEST TO TRAVEL / NYS CHIEFS OF POLICE ASSOCIATION ANNUAL CONFERENCE / CHIEF GUZMAN:

In a memo from Police Chief Guzman, authorization was requested for himself to attend the New York State Chiefs of Police Association annual conference that will be held on July 25, 2021 through July 28, 2021 in Glens Falls, New York. The conference registration is \$325.00 and two nights' (July 26th and July 27th) accommodations at the Queensbury Hotel is \$318.00, for a total of \$643.00. The expense would be charged to line A3120.472, Education.

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

RESOLVED, the Board of Trustees approved the attendance of Chief Guzman for the New York State Chiefs of Police annual conference that will be held July 25, 2021 through July 28, 2021 in Glens Falls, New York. The total amount of \$643.00 will be allocated from line A3120.472, Education.

Ayes: Trustees Alley, Behringer, Houle, and Karl

Nays: None

PD SURPLUS – 2011 CHEVROLET TAHOE - SELL THROUGH AUCTIONS INTERNATIONAL:

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

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

NOW, THEREFORE, BE IT RESOLVED, the Board of Trustees accepted the recommendation of Police Chief Guzman and declared the following equipment surplus to the needs of the Village and authorize it to be auctioned to the highest bidder through Auctions International, 808 Bordon Road, Cheekowaga, New York. The funds from the sale of this vehicle will be deposited into A.2665, Sales of Equipment.

2011 Chevrolet Tahoe, VIN #1GNSK2E00BR368952 (purchased 2011)

Ayes: Trustees Alley, Behringer, Houle, and Karl

Nays: None

PD EQUIPMENT SURPLUS / DISPOSAL:

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

RESOLVED, the Board of Trustees declared the following non-working Police Department equipment surplus and of no value and authorized its removal from inventory and disposed of as junk:

Dell Optiplex 3020, Service Tag D4YPW52, Exp Code 28598350070 (purchased 10/2015)

Ayes: Trustees Alley, Behringer, Houle, and Karl

Nays: None

UPGRADES TO VILLAGE CAMERA SYSTEM – POLICE DEPARTMENT:

On March 24, 2021, Patrick Mangan from the Town of New Windsor IT conducted a site visit to survey the operations and condition of our current Village Camera System (Lake Street, Freeland Street, Millpond Parkway). After completing his assessment, Mr. Mangan provided a written quote to include six new cameras with better night vision, better resolution and more efficient streaming capability. The boxes will be cloud connected and moving forward any issues can be diagnosed via the cloud (as long as internet services are up), rather than having to go directly to the box itself. A written quote has been provided from Patrick Mangan, New Windsor IT, 555 Union Avenue, New Windsor, NY 12553 with a total cost of \$6338.04 to be allocated from budget line A.3120.2510, PD Camera Equipment and budget line A.3120.2500, PD other Equipment.

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

RESOLVED, the Board of Trustees approved the purchase of the upgrades to the Village Camera System. The total cost of this project is \$6338.04 and will be paid through budget line A.3120.251, PD Camera Equipment and budget line A.3120.2500, PD Other Equipment.

Ayes: Trustees Alley, Behringer, Houle, and Karl

Nays: None

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

The Water Department is requesting the Board to consider the following proposal for the purchase of a Ford F-250XL pickup truck, VIN #1FTBF2B64LEE38855, from Schultz Ford, 80 NY-304, Nanuet, NY 10954. This truck will replace the 2008 Chevrolet, VIN # 1GCEK19088Z215335, having gas line issues, along with the brake lines in need of replacement. Currently, there is \$30,051.00 available in the Water Auto Reserve Fund. In addition, the Water Department has unbudgeted revenue in F.2665, Sales Equipment (\$20,100.00) and F.2770, Miscellaneous Revenue (\$71,873.00) available. The price of the vehicle is \$39,139.50. Budget modifications can be made to the F8330.2300, Purification Auto Equipment and F8340.2300, Distribution Auto Equipment, as well to accommodate this purchase.

After a discussion, Mayor Dwyer has asked for this matter be tabled until the April 20, 2021 meeting. The Board would like to explore other options including purchasing the vehicle upfront, a Municipal Lease and possibly a more efficient vehicle with four-wheel drive. The Board discussed the purpose of the current, out of service vehicle and questioned why such a large vehicle needs to be purchased in replacement. The request for this Ford F-250XL seems to be excessive considering it is mainly used to go back and forth to the laboratory, water samples, driving around painting fire hydrants and miscellaneous odds and ends. The Board then considered to do a 30-day rental so that daily business could be continued and all options could be explored. Enterprise Rental offers a government program with reasonable rates.

WATER DEPARTMENT – VEHICLE RENTAL:

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

RESOLVED, the Board of Trustees authorize the Mayor to rent a sizable vehicle for the purposes of the Water Department with an expense not to exceed \$1500.00 a month for a month to month rental.

Ayes: Trustees Alley, Behringer, and Houle

Nays: Trustee Karl

YMCA – ORANGE COUNTY YOUTH BUREAU GRANT:

The YMCA has applied for the Sullivan County Youth Bureau grant and has won funding several years in a row. South Orange Family YMCA has been looking for this grant opportunity for a couple of years with the hope of winning the same funding for the Middletown and Monroe branches. In Sullivan County, the YMCA works with the Village of Monticello and the school district to provide programming to the young people in that community. Melinda has successfully written that grant and she is currently writing the grant for the Y in Orange County. The plan is to offer monthly family nights open to all residents regardless of Y membership, provide in-person tutoring for Middle School and High School students at the Y, and collaborate with the Village of Monroe on two events: The Community BBQ and Halloween Parade. The Y is asking that the Village help with marketing the event through Constant Contact and Facebook and including the Y on the above-mentioned events.

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

RESOLVED, the Board of Trustees will collaborate with the South Orange Family YMCA to apply for the Orange County Youth Bureau Grant by co-hosting events that support the young people in our community.

Ayes: Trustees Alley, Behringer, Houle, and Karl

Nays: None

DISCUSSION – MW PROM:

Trustee Houle spoke with Dawn Tauber, Monroe-Woodbury School Board Member about hosting the Senior Prom on Lake Street. The School District, Dawn Tauber, Staci McCleary (MW Board Member), Monroe Police Department and Trustee Houle met to discuss some of the logistics. Safety and security are of high concern. The Police Chief is working on an Action Plan and recommendations to share with the Board for this event. There would be approximately 200 Seniors on lake Street for their Prom.

Trustee Alley was surprised that the Prom Committee didn't present a Comprehensive Plan to the Village Board to review. There has to be a much broader plan that the Board is not aware of.

Trustee Behringer expressed her concerns for safety and security. Bathrooms, entering and exiting of the Prom are issues that need to be looked at. She feels there should be some kind of bracelet, a waiver for kids and/or parents to sign.

Trustee Karl feels that if the perimeter can be secured, it may be something to look at. It may be tight with the alleys.

Mayor Dwyer expressed his concerns for the businesses due to them not being able to have their front doors open. All business would have to be conducted through their back entrances. The Mayor is also concerned for all the residents that live on Lake Street, how will they get into their homes and their safety. Alcohol consumption and someone taking a dive into the Millpond is a real concern, as well. We are trying to create a safe environment and the work that needs to go into this event is enormous. Maybe there is another opportunity to have a large tent at the north end of the Ponds in the open field under the stars and create a perimeter around that. The school district needs to come up with a written plan to present to the Village Board.

Trustee Houle says there was also discussion of moving the Prom out of the business district and hosting it between the Ponds on Lake Street. There are obstacles such as closing the sidewalks, is the Village even allowed to not let pedestrians have access to them. As far as the businesses go, the school district did intend on having the restaurants supply the food and beverages for the students attending the Prom. Other businesses that don't supply food would be affected by the closure of Lake Street for the Prom.

The Prom is scheduled for the middle of June. After reviewing the Action Plan and recommendations from Chief Guzman, the Village will let the school district know if we if we would like to proceed with these plans.

BOND REDUCTION – SMITH FARM / GILBERT STREET- PHASE 1 – WATER INFRASTRUCTURE:

Lanc & Tully Engineering reviewed the construction cost estimate for improvements associated with the Smith Farm / Gilbert Street – Phase 1 – Water Infrastructure project. Lanc & Tully has analyzed the construction cost estimate and observations of current site conditions and a review of installed facilities.

The amount of money held by the Village of Monroe for this portion of the work is \$90,889.20 (based upon 2017 correspondence) with all work completed to date. Lanc & Tully previously recommended a reduction down to this amount to cover (10% retainage plus \$30,000 for miscellaneous work) with this now completed and the one year of retainage being concluded, Lanc & Tully has no objection to releasing the entire bond and closing out this portion of the project.

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

RESOLVED, the Board of Trustees accepted the recommendation of the Village's Engineer, Lanc & Tully (John O'Rourke, P.E., Project Manager) and approved releasing the entire bond and closing out this portion for the Smith Farm / Gilbert Street – Phase 1 – Water Infrastructure project.

Ayes: Trustees Alley, Behringer, Houle, and Karl

Nays: None

BOND REDUCTION – SMITH FARM CONSTRUCTION – PHASE 1:

Lanc & Tully Engineering reviewed the construction cost estimate for improvements associated with the Smith Farm Construction – Phase 1 project. Lanc and Tully analyzed the construction cost estimate and observations of the current site conditions and a review of installed facilities and have revised the construction cost estimate for the remaining work. The amount of money held by the Village of Monroe for this portion of the work is \$1,790,205.53 with a large portion of the work completed to date. Lanc & Tully would recommend a reduction to \$783,253.70 for a total to be released by the Village of \$1,006,951.65. Lanc & Tully notes that although several of these items are close to 100% complete, due to ongoing construction activities and remaining work, at this time they only recommend a limited reduction. This amount reflects their most recent site observation on Smith Farm Construction – Phase 1.

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

RESOLVED, the Board of Trustees accepted the recommendation of The Village's Engineer, Lanc & Tully (John O'Rourke, P.E., Project Manager) and approved the reduction of the bond held for the Smith Farm Construction – Phase 1. The amount of money held by the Village of Monroe for this portion of the work is \$1,790,205.53. The reduction would be to \$783,253.70 for a total to be released by the Village of \$1,006,951.65.

Ayes: Trustees Alley, Behringer, Houle, and Karl

Nays: None

BID AUTHORIZATION – 2021 VILLAGE SIDEWALK AND CURB REPLACEMENT PROJECT:

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

Discussion: Trustee Karl asked if the sidewalks were going to be continued in the Maple Knolls subdivision. Mayor Dwyer replied that was the goal for this year.

RESOLVED, the Board of Trustees authorized the Village Clerk to place a legal notice in the Times Herald Record advertising the 2021 Village Sidewalk and Curb Replacement project provided by the Village Engineer, Lanc & Tully, PC, a bid opening is schedule for Friday, April 23, 2021 at 11:00AM.

Ayes: Trustees Alley, Behringer, Houle, and Karl

Nays: None

AUTHORIZATION – LANC & TULLY CONTRACT DOCUMENT SERVICES FOR WATER MAIN REPLACEMENT – HIGH STREET, CROTTY COURT, COOPER DRIVE, AND OWEN DRIVE:

Village Engineer, John O'Rourke, P.E., Lanc & Tully Engineering, PC, for the scope of services to replace water mains on High Street, Crotty Court, Cooper Drive, and Owen Drive. Lanc & Tully has provided four individual proposals for consideration. If the design services are combined into one project, the design fee would be approximately 15% less, as well as there would be savings in project bidding and construction observation.

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

RESOLVED, the Board of Trustees authorize the Mayor to sign the proposal submitted by Village Engineer, John O'Rourke, P.E., Lanc & Tully Engineering, PC, for the scope of services to replace water mains on High Street, Crotty Court, Cooper Drive, and Owen Drive not to exceed an amount of \$128,900.00 allocated from budget line F8340.450, Distribution Contractual.

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

MAYOR & TRUSTEE'S REPORT:

Mayor Dwyer and Trustee Karl met with Delaware Engineering. They discussed funding and Trustee Karl did a webinar the other day on funding sources. We are looking at potential outlay of 6.9 million and the way to pay that is through a debt service. Delaware Engineering is going to put a scope of work together and give us scenarios under which that will happen.

Mayor Dwyer stated that infrastructure work is continuing in the Village.

ATTORNEY'S REPORT:

The Attorney had nothing to report.

PUBLIC COMMENT: # PRESENT 1 TIME: 8:34 PM

Cristina Kiesel said the National Art Honor Society is planning to do window Spring painting in the Downtown. Due to COVID, this is a nice opportunity for the students to get out and do something fun.

EXECUTIVE SESSION:

On a motion by Trustee Behringer, seconded by Trustee Karl, and carried, following a 5-minute recess, the Board convened in Executive Session at 8:35PM for discussion of personnel.

Executive Session Minutes compiled by Mayor Dwyer.

OPEN SESSION: on a motion by Trustee Houle, seconded by Trustee Karl and carried, the Open Meeting resumed at 9:27PM.

ADJOURNMENT:

On a motion by Trustee Alley, seconded by Trustee Behringer and carried, no further business, the meeting was adjourned at 9:28 PM.

Respectfully Submitted,

Kimberly Zahra
Deputy Village Clerk