

BOARD OF TRUSTEES MEETING
TUESDAY, JULY 13, 2021
www.villageofmonroe.org

Due to a scheduling conflict with the Village of Monroe Zoning Board of Appeals, the July Meeting of the Board of Trustees was held on Tuesday, July 13, 2021 at 6:00 PM in the Boardroom of the Village Hall, 7 Stage Road, Monroe, New York. Mayor Neil S. Dwyer called the meeting to order and led in the pledge to the flag. Emergency exits were announced.

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

Absent: Trustee Behringer (vacation)
Attorney Terhune (conflict)

MOTION TO OPEN THE REGULAR MEETING:

On a motion by Trustee Houle, seconded by Trustee Alley, the July 13th 2021 Meeting of the Board of Trustees was opened at 6:01PM.

Ayes: Trustees Alley, Houle and Karl
Nays: None

MINUTE APPROVAL: MAY 18th 2021 BOARD MEETING:

On a motion by Trustee Houle seconded by Trustee Karl, the Minutes of the May 18th 2021 Board Meeting were approved.

Ayes: Trustees Alley, Houle and Karl
Nays: None

MINUTE APPROVAL: JUNE 1st 2021 BOARD MEETING:

On a motion by Trustee Alley seconded by Trustee Houle, the Minutes of the June 1st 2021 Board Meeting were approved.

Ayes: Trustees Alley, Houle and Karl
Nays: None

MINUTE APPROVAL: JUNE 8th 2021 SPECIAL BOARD MEETING:

On a motion by Trustee Houle seconded by Trustee Karl, the Minutes of the June 8th 2021 Special Board Meeting were approved.

Ayes: Mayor Dwyer; Trustees Houle and Karl
Nays: None
Abstain: Trustee Alley

MINUTE APPROVAL: JUNE 15th 2021 BOARD MEETING:

On a motion by Trustee Houle seconded by Trustee Karl, the Minutes of the June 15th 2021 Board Meeting were approved.

Ayes: Trustees Alley, Houle and Karl
Nays: None

Trustee Karl commented that Kenny Drive was listed as Kenny Lane in the minutes and requested that it be corrected.

MINUTE APPROVAL: JUNE 18th 2021 SPECIAL BOARD MEETING:

On a motion by Trustee Houle seconded by Trustee Karl, the Minutes of the June 18th 2021 Special Board Meeting were approved.

Ayes: Mayor Dwyer, Trustees Houle and Karl

Nays: None

Abstain: Trustees Alley

2021 YEAR END BUDGETARY TRANSFERS / MODIFICATIONS:

Trustee Karl commented that he spoke with Treasurer Murray regarding the abundance of transfers and stated that they were due to COVID and they needed to be done to balance out the fiscal year. On a motion by Trustee Houle, seconded by Trustee Karl, and carried, it was:

RESOLVED, the Board of Trustees authorized the Treasurer to make the following 2021 year end fund transfers / modifications to balance the budget:

<u>From:</u>	<u>Description</u>	<u>Amount:</u>	<u>To:</u>	<u>Description</u>	<u>Amount:</u>
A.1990.4900	CONTINGENCY	140,162.47			
A.3120.1030	PD.PS OFFICERS	201,384.47			
A.8140.4100	STORM SEWERS.GENL EXP	46,488.35			
			A.1325.2200	TREAS OFFICE EQUIP	13.82
			A.9045.8000	INSURANCE - LIFE	42.75
			A.1210.4100	MAYOR.GENERAL EXPENSE	59.92
			A.8025.4510	PLAN BOARD.ADVERTISING	61.20
			A.7110.4360	PARKS HOL DECORATIONS	92.27
			A.7110.4100	PARKS GENL EXP	139.50
			A.1410.4510	CLERK.ADVERTISING	143.28
			A.3620.2300	BLDG INSP MOTOR VEH	149.68
			A.1210.2200	MAYOR.OFFICE EQUIPMENT	177.70
			A.3120.4310	PD.TELEPHONE	193.01
			A.1620.4530	VH.EQUIP MAINT	213.36
			A.1110.2200	COURT.OFFICE EQUIPMENT	235.00
			A.5010.2200	ST ADMIN OFFICE EQUIP	250.00
			A.8989.4100	DT REVITAL.GENL EXP	279.76
			A.1110.1100	COURT.JUDGE PS	319.76
			A.1325.4100	TREAS GENL EXP	328.80
			A.3620.4310	BLDG INSP.TELEPHONE	355.77
			A.8010.4510	ZONING.ADVERTISING	366.56
			A.3620.4500	BLDG INSP CONTR - LEGAL	400.00
			A.1110.4310	COURT.TELEPHONE	418.90
			A.1620.4100	VH.GENERAL EXPENSE	443.90
			A.3120.2500	PD.OTHER EQUIPMENT	446.78
			A.3120.1350	PD.OT / GRANTS	499.32
			A.3120.1010	PD.PS SERGEANTS	508.37
			A.7110.4530	PARKS.EQUIP MAINT	733.82
			A.1410.4120	CLERK.HISTORIAN	783.30
			A.3620.2200	BLDG INSP.OFFICE EQUIP	835.90
			A.3120.1250	PD.OT HOLIDAY ADM SGT	1,122.24
			A.5010.4100	ST ADMIN GENL EXP	1,139.69
			A.3620.1000	BLDG INSP.PS	1,257.27
			A.8025.1100	PLAN BOARD.P/T SVC	

			1,332.72
A.3120.1520	PD.DISPATCHEERS - OT		1,598.08
A.9035.8000	MEDICARE		1,735.27
A.8025.4100	PLAN BOARD GENL EXP		1,891.72
A.3120.2510	PD.CAMERA EQUIPMENT		1,897.59
A.3120.1270	PD.OT HOLIDAY SERGEANTS		1,974.13
A.1620.4310	VH.TELEPHONE		2,046.04
A.3120.2300	PD.MOTOR VEHICLES		2,057.64
A.1410.1010	CLERK.DEPUTY PS		2,201.15
A.1410.1000	CLERK.PERSONAL SERVICES		2,201.49
A.3120.4100	PD.GENERAL EXPENSE		2,427.58
A.9730.7010	BAN DW EQUIP INTEREST		2,705.11
A.1620.2200	VH.OFFICE EQUIPMENT		2,712.32
A.8025.2200	PLAN BOARD.OFFICE EQUIP		3,113.03
A.5110.4300	ST MAINT GAS&ELEC BLDGS		3,161.66
A.5110.1050	ST MAINT.SICK/PERSONAL		3,176.21
A.3120.4530	PD AUTO MAINTENANCE		3,223.97
A.5110.4020	ST MAINT.STREET SIGNS		3,413.83
A.5110.2500	ST MAINT.OTHER EQUIP		4,123.91
A.8010.1100	ZONING.P/T SVC		4,650.04
A.8010.4500	ZONING.CONTRACTUAL		4,804.00
A.3120.1550	PD.DISPATCHEERS - PT		5,793.75
A.3120.4350	PD.GRANT EXPENSE		6,232.00
A.3620.1100	BLDG INSP ASST PS		6,644.04
A.3120.1000	PD.PS CHIEF		6,657.48
A.5110.4520	ST MAINT BLDG MAINT		6,715.01
A.9030.8000	SOCIAL SECURITY		6,779.38
A.3120.1050	PD.SICK NON-CONTRACT		14,003.75
A.1420.4510	LAW CONTRACT/OTH ATTY		15,823.76
A.1620.4500	VH.CONTRACTUAL		23,211.55
A.1440.4500	ENGINEERNG.CONTRACTUAL		31,368.23
A.5142.4100	SNOW REMOVAL.G/EXP SALT		37,673.49
A.5110.1000	ST MAINT PS		158,673.73

F.1950.4420	PROPERTY TAXES	242.49
F.1980.4000	MTA PAYROLL TAX	307.34
F.1990.4900	CONTINGENCY	25,000.00
F.8310.1050	ADMIN.SICK	1,175.90
F.8310.2200	ADMIN.OFFICE EQUIPMENT	351.01
F.8310.2500	ADMIN.OTHER EQUIP	1,000.00
F.8310.4510	ADMIN.ADVERTISING	657.28
F.8310.4530	ADMIN.EQUIPMENT MAINT	1,000.00
F.8320.1000	SOURCE.PERSONAL SERVICES	456.00
F.8320.4330	SOURCE.CHEMICALS	12,874.44
F.8320.4540	SOURCE.GENERAL MAINT	1,000.00

F.8330.1200	PURIFICATION.OT	343.03			
	PURIFICATION.OFFICE				
F.8330.2200	EQUIP	1,500.00			
F.8330.4100	PURIFICATION.GENL EXP	954.90			
	PURIFICATION.LAB				
F.8330.4230	SUPPLIES	681.22			
F.8330.4630	PURIFICATION.DEC PERMITS	1,115.00			
F.8340.4120	DISTRIBUTION.UNIFORMS	170.62			
F.8340.4400	DISTRIBUTION.INSURANCE	1,359.24			
F.9010.8000	STATE RETIREMENT	10,779.99			
	OTHER EMPLOYEE				
F.9089.8000	BENEFITS	1,715.17			
F.8330.4720	PURIFICATION.EDUCATION	1,845.00			
F.8330.4320	PURIFICATION.FUEL	1,978.33			
F.8320.4100	SOURCE.GENERAL EXPENSE	2,000.00			
F.8340.4150	DISTR.CAR & TRUCK GAS	2,000.00			
F.9040.8000	WORKERS COMPENSATION	2,209.47			
F.8330.4130	PURIF.BUILDING SUPPLIES	2,482.76			
F.8320.2500	SOURCE.EQUIPMENT	2,499.66			
F.9030.8000	SOCIAL SECURITY	2,645.87			
F.8310.4720	ADMIN.EDUCATION	2,653.00			
F.8340.4500	DISTR.CONTRACTUAL	2,653.00			
F.8320.4530	SOURCE.EQUIPMENT MAINT	3,000.00			
F.8340.4440	DISTR.METER REPAIRS	3,500.00			
F.8330.2300	PURIFICATION.AUTO EQUIP	4,607.47			
F.8340.4580	DISTR.EQUIPMENT RENTAL	4,820.00			
F.8330.2500	PURIFICATION.EQUIP	5,092.78			
F.9060.8000	INSURANCE - HEALTH	6,739.01			
F.9035.8000	MEDICARE	607.33			
			F.8340.1200	DISTRIBUTION.OT	80,101.19
			F.8340.4530	DISTR.EQUIPMENT MAINT	33,916.12

APPOINTMENT – L. SPADARO & C. BREEN, PART TIME SUMMER INTERN’S / CLERK’S DEPARTMENT:

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

RESOLVED, the Board of Trustees approved the appointment of Leah Spadaro, 43 Coppergate Lane Warwick, NY 10990 and Christopher Breen, 27 Seals Drive Monroe, to the positions of part time Summer Intern. Ms. Spadaro & Mr. Breen are being appointed to assist the Clerk’s Department with the rollout of the electronic archival project utilizing the Docuware software application recently purchased by the Village of Monroe. Pre-approval of their appointments have been received from the Orange County Department of Civil Service. Their internship will begin on July 14, 2021 and run for 6 weeks at an hourly rate of \$15.00/hour, 20 hours per week.

Ayes: Trustees Alley, Houle and Karl

Nays: None

RESIGNATION – G. PARISE, VILLAGE OF MONROE PLANNING BOARD:

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

RESOLVED, the Board of Trustees accepted with regret the resignation of Gary Parise from the Village of Monroe Planning Board effective June 30, 2021. Mr. Parise has been a member of the Planning Board

since 1996, serving his community for over 25 years, including 13 years spent as Chairman. The Board thanked Mr. Parise for his dedicated service during these many years and wished him all the best on his recent retirement.

Ayes: Trustees Alley, Houle and Karl
Nays: None

Trustee Karl stated that Mr. Parise put a lot of years in for the Planning Board, many spent as Chairman, and did a lot for the community.

RETIREMENT – D. KRAUSS, ADMINISTRATIVE SERGEANT, MONROE POLICE DEPARTMENT:

The Village of Monroe has received notification from Police Chief Guzman and the NYS Retirement System that July 29, 2021 is Sergeant Krauss' effective day of retirement. Sergeant Krauss began his career in 2001 working for the New York City Police Department and joined the Monroe Police Department in December of 2002, dedicating the last 20 years to law enforcement. On a motion by Mayor Dwyer, seconded by Trustee Houle, it was:

RESOLVED, the Board of Trustees acknowledged the retirement of Sergeant Douglas M. Krauss from the Monroe Police Department effective July 29, 2021. The Board thanked Sergeant Krauss for his hard work and dedication to the Village of Monroe and wished him well with his retirement and future endeavors.

Ayes: Trustees Alley, Houle and Karl
Nays: None

Trustee Houle stated that Sergeant Krauss will be missed and wished him well. Mayor Dwyer added that he has known Doug since he was a child and it has been a pleasure watching him grow up and thanked him for serving his community well.

APPOINTMENT – P. TENAGLIA, ADMINISTRATIVE SERGEANT, MONROE POLICE DEPARTMENT:

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

RESOLVED, the Board of Trustees accepted the recommendation of Police Chief Guzman and approved the appointment of Patrick C. Tenaglia to the position of Administrative Sergeant effective July 29, 2021 at the starting salary of \$120,284.00 as per the agreement between the Village of Monroe and the Monroe Police Benevolent Association.

Ayes: Trustees Alley, Houle and Karl
Nays: None

The Board of Trustees congratulated Sergeant Tenaglia on his promotion; they know he will do well in his new position.

POLICE PROMOTION – JAMES M. MALGIERI, SERGEANT:

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

RESOLVED, the Board of Trustees accepted the recommendation of Police Chief Guzman and approved the appointment of Detective James M. Malgieri to the position of Sergeant effective July 29, 2021 at the "starting Sergeant salary" of \$109,702.00. All requirements have been fulfilled in accordance with the Orange County Department of Human Resources Certification of Eligibles for Exam #782971, Police Sergeant.

Ayes: Trustees Alley, Houle and Karl
Nays: None

The Board congratulated Sergeant Malgieri on his recent promotion and Police Chief Guzman presented Sergeant Malgieri with his new shield.

APPOINTMENT – E. LOCICERO, PT PARKING ENFORCEMENT OFFICER, MONROE POLICE DEPARTMENT:

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

RESOLVED, the Board of Trustees accepted the recommendation of Police Chief Guzman and appointed Enrico P. LoCicero to the position of part-time Parking Enforcement Officer, effective July 23, 2021 at an hourly salary of \$23.08 per hour. Mr. LoCicero is a retired Captain with the City of Newburgh Fire Department, and has completed the required background investigation, physical and drug screening.

Ayes: Trustees Alley, Houle and Karl
Nays: None

APPOINTMENT: FULL-TIME POLICE OFFICER: BRYAN C. BEACH:

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

RESOLVED, the Board approved the recommendation of Police Chief Guzman to hire Bryan C. Beach to the position of Full-Time Police Officer from the Orange County List of Eligibles, Exam #65212. Mr. Beach has been employed with the New York City Police Department since 2016. The required Department application, background check and psychological testing have been completed, as well as his physical and drug screening through the Orange County Department of Human Resources. This full-time position has a probation period not to exceed 26 weeks, and the effective date of hire would be July 29, 2021 with a starting salary of \$59,800.00.

Ayes: Trustees Alley, Houle and Karl
Nays: None

EXTENSION OF HOURS, ALAN PRINCE, PT SEASONAL LABORER:

(See 5/18/21 Minutes)

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

RESOLVED, the Board of Trustees approved the extension of Alan Prince's part time seasonal employment for an additional 160 hours effective immediately. Mr. Prince was appointed at the May 18th Board Meeting for the purposes of running one of the Village's weed harvesters on Mombasha Reservoir or in Crane Park to assist in eradicating the weeds in these two locations, for a total of 160 hours at an hourly rate of \$24.00/per hour. The removal of the weeds has been far more labor intensive than originally planned for and additional time is needed. Mr. Prince's appointment will expire on December 31, 2021.

Ayes: Trustees Alley, Houle and Karl
Nays: None

Trustee Karl added that the Village has put a considerable amount of labor into the reservoir, and they've got a lot of weeds knocked down, but they have a lot more to go.

ESTABLISHING ENERGY BENCHMARK REQUIRMENTS FOR CERTAIN MUNICIPAL BUILDINGS:

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

WHEREAS, buildings are the single largest user of energy in the State of New York. The poorest performing buildings typically use several times the energy of the highest performing buildings—for the exact same building use; and

WHEREAS, collecting, reporting, and sharing building energy data on a regular basis allows municipal officials and the public to understand the energy performance of municipal buildings relative to similar buildings nationwide, and equipped with this information the Village of Monroe is able to make smarter, more cost-effective operational and capital investment decisions, reward efficiency, and drive widespread, continuous improvement; and

WHEREAS, the Village of Monroe Board of Trustees desires to use Building Energy Benchmarking - a process of measuring a building's energy use, tracking that use over time, and comparing performance to

similar buildings - to promote the public health, safety, and welfare by making available good, actionable information on municipal building energy use to help identify opportunities to cut costs and reduce pollution in the Village of Monroe; and

WHEREAS, the Village of Monroe Board of Trustees desires to establish procedure or guideline for the Village of Monroe staff to conduct such Building Energy Benchmarking; and

NOW THEREFORE, IT IS HEREBY RESOLVED AND DETERMINED, that the following specific policies and procedures are hereby adopted;

BUILDING ENERGY BENCHMARKING POLICY/PROCEDURES

§1. DEFINITIONS

(A) “Benchmarking Information” shall mean information generated by Portfolio Manager, as herein defined including descriptive information about the physical building and its operational characteristics.

(B) “Building Energy Benchmarking” shall mean the process of measuring a building’s Energy use, tracking that use over time, and comparing performance to similar buildings.

(C) “Commissioner” shall mean the head of the Department.

(4) “Covered Municipal Building” shall mean a building or facility that is owned or occupied by the Village of Monroe that is 1,000 square feet or larger in size.

(5) “Department” shall mean the Village of Monroe’s Mayor’s Office, Neil S. Dwyer.

(6) “Energy” shall mean electricity, natural gas, steam, hot or chilled water, fuel oil, or other product for use in a building, or renewable on-site electricity generation, for purposes of providing heating, cooling, lighting, water heating, or for powering or fueling other end-uses in the building and related facilities, as reflected in Utility bills or other documentation of actual Energy use.

(7) “Energy Performance Score” shall mean the numeric rating generated by Portfolio Manager that compares the Energy usage of the building to that of similar buildings.

(8) “Energy Use Intensity (EUI)” shall mean the kBTUs (1,000 British Thermal Units) used per square foot of gross floor area.

(9) “Gross Floor Area” shall mean the total number of enclosed square feet measured between the exterior surfaces of the fixed walls within any structure used or intended for supporting or sheltering any use or occupancy.

(11) “Portfolio Manager” shall mean ENERGY STAR Portfolio Manager, the internet-based tool developed and maintained by the United States Environmental Protection Agency to track and assess the relative Energy performance of buildings nationwide, or successor.

(12) “Utility” shall mean an entity that distributes and sells Energy to Covered Municipal Buildings.

(13) “Weather Normalized Site EUI” shall mean the amount of Energy that would have been used by a property under 30-year average temperatures, accounting for the difference between average temperatures and yearly fluctuations.

§2. APPLICABILITY

(1) This policy is applicable to all Covered Municipal Buildings as defined in Section 2 of this policy.

(2) The Commissioner may exempt a particular Covered Municipal Building from the benchmarking requirement if the Commissioner determines that it has characteristics that make benchmarking impractical.

§3. BENCHMARKING REQUIRED FOR COVERED MUNICIPAL BUILDINGS

(1) No later than May 1, 2017, and no later than May 1 every year thereafter, the Commissioner or his or her designee from the Department shall enter into Portfolio Manager the total Energy consumed by each Covered Municipal Building, along with all other descriptive information required by Portfolio Manager for the previous calendar year.

(2) For new Covered Municipal Buildings that have not accumulated 12 months of Energy use data by the first applicable date following occupancy for inputting Energy use into Portfolio Manager, the Commissioner or his or her designee from the Department shall begin inputting data in the following year.

§4. DISCLOSURE AND PUBLICATION OF BENCHMARKING INFORMATION

(1) The Department shall make available to the public on the internet Benchmarking Information for the previous calendar year:

(a) no later than September 1, 2017 and by September 1 of each year thereafter for Covered Municipal Buildings; and

(2) The Department shall make available to the public on the internet and update at least annually, the following Benchmarking Information:

(a) Summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information; and

(b) For each Covered Municipal Building individually:

(i) The status of compliance with the requirements of this Policy; and

(ii) The building address, primary use type, and gross floor area; and

(iii) Annual summary statistics, including site EUI, Weather Normalized Source EUI, annual GHG emissions, and an Energy Performance Score where available; and

(iv) A comparison of the annual summary statistics (as required by Section 5(2)(b)(iii) of this Policy) across calendar years for all years since annual reporting under this Policy has been required for said building.

§5. MAINTENANCE OF RECORDS

The Department shall maintain records as necessary for carrying out the purposes of this Policy, including but not limited to Energy bills and other documents received from tenants and/or Utilities. Such records shall be preserved by the Department for a period of three (3) years.

§6. ENFORCEMENT AND ADMINISTRATION

(1) The Commissioner or his or her designee from the Department shall be the Chief Enforcement Officer of this Policy.

(2) The Chief Enforcement Officer of this Policy may promulgate regulations necessary for the administration of the requirements of this Policy.

(3) Within thirty days after each anniversary date of the effective date of this Policy, the Chief Enforcement Officer shall submit a report to the Board of Trustees including but not limited to summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information, a list of all Covered Municipal Buildings identifying each Covered Municipal Building that the Commissioner determined to be exempt from the benchmarking requirement and the reason for the exemption, and the status of compliance with the requirements of this Policy.

§7. EFFECTIVE DATE

This policy shall be effective immediately upon passage.

§8. SEVERABILITY

The invalidity or unenforceability of any section, subsection, paragraph, sentence, clause, provision, or phrase of the aforementioned sections, as declared by the valid judgment of any court of competent jurisdiction to be unconstitutional, shall not affect the validity or enforceability of any other section, subsection, paragraph, sentence, clause, provision, or phrase, which shall remain in full force and effect.

Ayes: Trustees Alley, Houle and Karl

Nays: None

Trustee Karl asked what the purpose of this resolution was and Mayor Dwyer explained it was for possible grant opportunities as well as potentially cheaper energy rates. Trustee Houle added that by adopting this resolution it also certifies the Village as a Climate Smart Community.

EVENT APPLICATION – VILLAGE OF MONROE SUMMER CARNIVAL:

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

RESOLVED, the Board of Trustees approved the Special Events Permit Application submitted by Mayor Dwyer for the 7th annual Carnival to be held in the north field of Crane Park from July 29th to August 1st 2021. Hours of the carnival are as follows: July 29th and July 30th from 6PM to 11PM, July 31st from 1PM to 11PM, and August 1st from 2PM to 11PM. Emergency Services and Marshall & Sterling will be copied on the approval letter. Sign-off on the event application has been made by the DPW, Building and Police Departments. Police Dept. will oversee the event with 51 hours of estimated police services to provide crowd and traffic control for the 7 shifts of coverage at an estimated cost of \$3,825.00. It is further;

RESOLVED, the Board of Trustees authorized Mayor Dwyer to sign the agreement with Ace Tents Amusement Corp.

Ayes: Trustees Alley, Houle and Karl

Nays: None

Trustee Karl stated that he received the copy of the agreement only this evening. He noted that the agreement is dated in February 2021, and signed by the company in May 2021, and saw posters in Village Hall two weeks ago. While he is not against the event, he would have liked to have been given more notice. Mayor Dwyer explained that he asked for the agreement preemptively in the hopes that they would be able to hold the carnival.

Trustee Karl added that he thought it was an excellent agreement, with the Village receiving 35% of the gross receipts as well as them covering the entire cost of the additional police services.

EVENT APPLICATION – RAY REILLY FOOD PANTRY CONCERT:

An event application was submitted by former resident Ray Reilly, 80 Church Street Gonic, NH 03839, to host a music fundraiser for the local Monroe Food pantries of Monroe on Saturday, August 14, 2021 from 12:00PM to 5:00 PM, with setup beginning at 8:00AM. The music fundraiser would take place between the millponds, in the same location as the Village's Summer Concert Series, and Mr. Reilly has requested the use of the same stage utilized for those concerts. Mr. Reilly has also requested that the Village sponsor the cost of the sound system for this event in the amount of \$600.00. Mr. Reilly had written a letter to the Board making the request explaining that the last time he did this was in 2017 and raised approximately \$4,000 in 4 hours and is hoping to have the same success this year. Discussion followed.

Trustee Karl explained that he has had some conversations with Mr. Reilly regarding the event and they will ask participants to donate gift cards and that Mr. Reilly will coordinate with all the bands which there will be no cost for. Trustee Karl shared that he was able to get a sponsor to cover the cost of the sound technician so there is no out of pocket expense to the Village. Trustee Karl added that Mayor Dwyer was looking into some possible banners advertising the event and that he could get another sponsor to help with that expense if need be. There should be no other costs to the Village.

Trustee Alley stated that the stage goes back after each concert and had they confirmed that they could get the stage back for this event. Mayor Dwyer replied that the Village was in possession of the County's stage and it is stored down at the DPW in between each concert. Trustee Alley asked about coordinating the advertising for the event and Trustee Karl replied that Mr. Reilly would be handling the advertising and the social media for the music fundraiser and we would share it on Constant Contact.

Trustee Houle stated that the only thing that seems to be missing is the certificate of liability insurance and asked if the bands would be able to provide those naming the Village of Monroe as additional insurance. Trustee Alley asked if they could do that with a Village sponsored event, since they don't do it with the other bands of the summer concert series. Trustee Karl questioned that as well and Village Clerk Baxter clarified that the event application was not presented that way. Mr. Reilly submitted the event application on his own, not asking the Village to co-sponsor the event, so she wasn't sure if that would be an issue or not, unless they added into the resolution that they would co-sponsor the fundraiser and cover the insurance. Mayor Dwyer deferred to Counsel. Attorney Cassidy replied that if it was a Village sponsored event, then it would be covered under the Village's insurance. She added that you would treat the event application in the same manner in which any other event application came in. Mayor Dwyer stated that the Village would need to re-write the event application as their event and

name Mr. Reilly as a co-host of the event and Village Clerk Baxter asked Attorney Cassidy if they needed to do that or if they could just specify in the resolution that the Village would co-sponsor the event. Attorney Cassidy stated that re-writing the event application was not necessary and that they could co-host the event simply by Board resolution.

Trustee Alley stated that they are asking for donations in the form of gift cards and Trustee Karl confirmed that was correct. He stated that in the past some people brought food and Attorney Cassidy clarified that as long as no cash was going through the Village's accounts it would be okay. She stated that she would prefer that it didn't come in the form of cash, but that if they did that it did not go through the Village's coffers. Trustee Karl stated he would make sure that was included on the advertising. Trustee Houle also noted that unlike the other Village concerts, this is a daytime concert.

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

RESOLVED, the Board approved to sponsor the Concert in the Park music fundraiser to support the local Monroe food pantries on Saturday, August 14, 2021 from 12:00PM to 5:00PM, with a rain date of Sunday, August 15, 2021. The \$600.00 cost of the sound technician for the event will be donated by Green Meadows Landscaping and the event will utilize the same County owned stage being used for the Summer Concert series. Donations for the food pantries will be taken in the form of gift cards from local grocery stores and that NO cash will be accepted.

Ayes: Trustees Alley, Houle and Karl

Nays: None

EVENT APPLICATION – MONROE TEMPLE ROSH HASHANAH CELEBRATION, 9/7/21:

An event application was submitted by Chairman Jerome Goldberg of the Monroe Temple, located at 314 North Main Street, to host a Rosh Hashanah Afternoon Celebration. The event would take place in the Commuter Parking lots located on Millpond Parkway on Tuesday, September 7, 2021 from 2:00PM to 5:00PM, with setup beginning at 1:30PM. Chairman Goldberg stated that it would be a private gathering for a short religious service for the Jewish New Year in which the smaller lot would be utilized for parking and the attendees would be sitting in folding chairs in the larger lot. No streets will need to be closed. Approval and sign-off of the event application has been done by the Building Department, Police Department and the DPW. The Police Department will oversee the event by closing down the parking lot during the midnight shift the evening before the event and an officer will be assigned to the detail during the regular scheduled shift for safety and security. There are no additional costs for additional police protection for this event. Chairman Goldberg also submitted a request that the \$50 application fee be waived due to their tax exempt status. On a motion by Trustee Houle, seconded by Trustee Karl, it was:

RESOLVED, the Board of Trustees approved the event application submitted by Jerome Goldberg, Chairman of the Monroe Temple, located at 314 North Main Street to host a Rosh Hashanah Afternoon Celebration on Tuesday, September 7, 2021 from 2PM to 5PM in the commuter parking lot located on Millpond Parkway. Marshall & Sterling will be notified, as will Emergency Services. It is further;

RESOLVED, the Board of Trustees approved the waiver of the \$50 application fee.

Ayes: Trustees Alley, Houle and Karl

Nays: None

Trustee Karl asked if the commuter parking lot filled up during the week and Police Chief Guzman replied that it is very rarely at full capacity.

AUTHORIZATION TO ADVERTISE RFP – CLEANING AND JANITORIAL SERVICES:

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

RESOLVED, the Board of Trustees authorized the Village Clerk to publish a "Request for Proposals" for Cleaning and Janitorial Services for the following three Village buildings: Village Hall 7 Stage Road, the Monroe Police Department 104 Stage Road and the Highway Department at 124 Maple Avenue. The RFP will be advertised in the Times Herald Record on Friday, July 16, 2021 with a bid opening scheduled for August 4th 2021 at 11AM.

Ayes: Trustees Alley, Houle and Karl

Nays: None

PURCHASE OF SECURITY CAMERAS FOR VILLAGE HALL:

Mayor Dwyer stated that this had been discussed pre-COVID and there have been a few situations that have come up that have put a glaring eye on the need for them. Mayor Dwyer continued that he provided to the Board three quotes for camera systems to be installed inside and outside of Village Hall. Quotes included 6 security cameras, mounting boxes and all necessary equipment to be installed in the front exterior of the building, two (2) in the lobby on the first floor, two (2) on the second floor and two (2) in the rear exterior. Quotes were received from New Windsor IT, in the amount of \$1,887.21, CCTVSecurityPros.com in the amount of \$2,029.93, and LorexTechnology.com, in the amount of \$1,699.99. Additionally, Mayor Dwyer provided a quote from D-Ben Security Systems, Inc. 91 Thompson St. Newburgh, NY 12550, who would assist in the installation of the security cameras as well as the wiring throughout the building to where the cameras would be installed, in the amount of \$3,902.95. Discussed followed.

Mayor Dwyer added that of the two cameras installed in the rear, one would strictly focus in on license plates and the other would be more broadly on the parking lot out towards Millpond Parkway. Mayor Dwyer also added that the inter-municipal agreement that the Village has with New Windsor IT precludes the Village from the use of multiple bids, he chose to get bids anyway.

Trustee Karl asked if the cameras would be tied into the Monroe Police Department and Mayor Dwyer replied that they would. Trustee Karl also asked if this was a budgeted item and Mayor Dwyer replied that they had monies in reserve.

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

RESOLVED, the Board of Trustees authorized the purchase of 6 security cameras and all necessary equipment to be installed within the interior of Village Hall as well as the exterior of the building, from New Windsor IT, Town of New Windsor, 555 Union Avenue New Windsor, NY 12553 in the amount of \$1,887.21. Installation of the cameras, their equipment and the necessary wiring will be completed by D-Ben Security Systems, Inc. 91 Thompson St. Newburgh, NY 12550 in the amount of \$3,902.95, for a total amount of \$5,790.16, to be allocated from budget line A.1620.4500, Village Hall Contractual.

Ayes: Trustees Alley, Houle and Karl

Nays: None

REVISED FEE SCHEDULE – VILLAGE OF MONROE PLANNING BOARD:

In a memo from Planning Board Chairman Boucher, the Planning Board has requested that the Board of Trustees revise the Village of Monroe fee schedule to require all applicants before the Planning Board establish an escrow account upfront to avoid outstanding balances accruing through the project process. Currently applicants are billed fees as they are established, but payment is not provided or required until the end of the approval process. Projects of all sizes and complexities come before the Planning Board and can potentially stay with the Planning Board for many years, and at times a sizeable outstanding balance can accrue. Additionally, the Planning Board has requested that the applicant be fully liable for the legal noticing of their project, which would lessen the burden on the Planning Board as well as put them in line with the legal notice procedure of other municipalities. Discussion followed.

Attorney Cassidy reviewed the current practices with the Board explaining that along with application fees, there are consultant fees that are billed and that some applicants pay right away but others wait until the very end. The Village Code does provide for an escrow account, which would give the Planning Board Secretary and opportunity to provide the applicant with a default number, which is calculated based off a formula, allowing monies to come in creating a pool of funds, make things more efficient so as the Planning Board Secretary is not hunting down people for money and it isn't a burden the tax payers.

The Board questioned what changes occurred to the fee schedule and Attorney Cassidy replied that the biggest change is a default escrow account that would be collected when the application is filed.

Village Clerk Baxter asked if the changes to the fee schedule would require a local law since the fee schedule was adopted as a local law and Attorney Cassidy replied that the local law allows the fee schedule to be adopted by resolution and the Planning Board is simply making a recommendation to the Board of Trustees. Mayor Dwyer asked the Board if they have had an opportunity to go through the fee schedule and proposed changes and many replied that they had not.

Mayor Dwyer asked if the Board adopted the changes by resolution tonight when would the changes become effective and Attorney Cassidy replied that the Board of Trustees could decide when the changes

became effective. Mayor Dwyer asked when the Planning Board discussed these proposed changes and Attorney Cassidy replied that this matter was discussed at great length at their last work session and reviewed by both Village Engineer O'Rourke and consultant Ted Fink. It was voted on and approved at the Planning Board's last meeting in June.

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

RESOLVED, the Board of Trustees accepted the Planning Board recommendation for the proposed changes to their fee schedule and the language referring to their processing of an application through the Planning Board as per the letter submitted to the Board on July 8, 2021.

Ayes: Trustees Alley, Houle and Karl

Nays: None

**VILLAGE OF MONROE
P L A N N I N G B O A R D
7 Stage Road, Monroe, NY 10950
(845) 782-8341
(845) 782-8607 Fax**

Jeff Boucher, Chairman
Keith Allen
Geraldine DeAngelis
Paul Hafenecker

Marilyn Karlich
Fred Kelly
Elizabeth Cassidy, Attorney
Fiona Doherty, Secretary

July 8, 2021

Mayor Neil Dwyer and Village Trustees
Village of Monroe Board of Trustees
7 Stage Road
Monroe, New York 10950

RE: Planning Board - Revised Fee Schedule

Dear Mayor Dwyer and Village Board of Trustees:

In an effort to keep the practices of our planning board current we have taken time to review our fee schedule. Our current fee schedule was last updated during 2014, so some revisions have been made to keep our fees on par with other municipalities. Submitted for your reference is our current Fee Schedule and a proposed Draft Fee Schedule.

Our biggest issue is that fees are billed to the applicant but no payment is provided until the end of the approval process. Our board sees projects of all sizes and complexity. A larger application can potentially appear before our board for multiple years, and so a sizable outstanding balance is accrued.

The solution we have proposed is to require an escrow upfront. § 98-3 "Reimbursement of costs and expenses" in the Village Code already has provisions for the establishment and enforcement of an escrow account, and so this Draft Fee Schedule is founded on those approved principles.

In addition, our intent is to have the applicant fully liable for the legal noticing of their project, as this lessens the burden on our planning board and is also in line with the legal noticing procedure of other municipalities.

Very Truly Yours,

Jeff Boucher
Chairman

DISCUSSION – VILLAGE OF MONROE'S COMPREHENSIVE PLAN RECOMMENDATION MATRIX:

Trustee Houle stated that each Board member received a copy of Table 11, "Timing & Responsibility Matrix" directly from the Village of Monroe's Comprehensive Plan which was adopted back in 2017. Trustee Houle continued that she met with and discussed in great length many of the recommendations

with Assistant Building Inspector Proulx to get an understanding as to how many things have already been completed. Trustee Houle explained that the chart was color coded, green meant completed, yellow was for projects currently being worked on and red had been eliminated.

Trustee Houle continued that what she would like to address from the yellow highlighted items is the allowed uses in the Village's Central Business District and General Business District. There are recommendations that the Village increase the number of uses and increase the number of opportunities for multi-use properties. Trustee Houle stated she would like to open up a discussion about the possibility of increasing the number of uses such as equipment rentals, bike rentals, as well as introduce the idea of allowing for an incubator space or a marketplace. There are retail opportunities in the central business district that would provide for smaller retail spaces, smaller than 1,000 square feet. Trustee Houle suggested that they could potentially use this topic as a foundation for the August workshop unless the Board had something else in mind.

Mayor Dwyer agreed and suggested adding a zoning component to the workshop as well, those pieces could be weaved in. Trustee Houle added that the Board should review the information envision what they would like to see in these areas and they need to make sure that their zoning provides business opportunities to meet those ideas.

Trustee Karl commented that the proposed Marketplace that will be going into the old Smith & Strebel building on Lake Street will be a consortium of businesses that will have their own smaller square footage spaces within it and Trustee Houle replied that the Marketplace will be functioning as a multi-item place with one cash register where everyone is going pay in one spot. Each of the items will be grouped into small spots but one business will have a cash register. Trustee Karl asked if that was something new because he didn't remember hearing about that before. Mayor Dwyer replied that he was correct and that based on the Village's current zoning laws, that it is an unpermitted use. Having the workshop will identify things that like that and break them down into more manageable pieces. Trustee Karl questioned if what was going in there was actually not a permitted use and both Mayor Dwyer and Trustee Houle replied that by making it one single retail outlet makes it a permitted use.

The Board decided that their August 3rd 2021 workshop would be a review on the Comprehensive Plan with a focus on zoning elements within the different districts. Trustee Karl asked if the public would be able to participate in the workshop or would it just be them talking and Attorney Cassidy advised the Board that a workshop is to be treated like a regular meeting and they could offer a section for public comment, but that it was not required, unlike a public hearing which does require an opportunity for the public to speak. Attorney Cassidy reminded that during a workshop there are no votes being taken.

Trustee Alley requested that the Board start the workshop at 6PM and they agreed. Attorney Cassidy shared that it has been in her experience with workshops and such that the two hour mark is really when the conversations start to get very circular and agree to stop at a specific time. At the two hour mark things begin to fade.

DISCUSSION – RAMAPO STREET & ORCHARD TERRACE REQUEST FOR SIGNAGE:

Mayor Dwyer shared that he and Police Chief Guzman met with the residents of this area as they had concerns over property turnover and speeding issues. As a result, the Monroe Police Department has already begun addressing some of those issues with the installation of a speed monitoring device, which will eventually come down and permanent signs will go up. The residents shared their concerns with thru traffic and commercial traffic on those streets. Mayor Dwyer shared that he had some concerns regarding commercial traffic and asked Counsel to confirm that street restrictions could be set by the Village Board. Attorney Cassidy replied that generally yes, it is Vehicle & Traffic Law, Section 16-40 authorizes Villages to regulate by local law and she would have to do some more research because there are a few other sections that would need to be reviewed. One section is specific to commercial trucks and vehicles from highways, those making local deliveries would be permitted. Attorney Cassidy can confirm with Attorney Terhune if that is what the Board desires.

The Board discussed their concerns regarding the traffic in the area, possible solutions and how it could impact traffic in other areas within the Village. The Board discussed enforcement of commercial vehicles, truck routes and sign placement with Police Chief Guzman and Attorney Cassidy, who agreed that solving one problem in one area can only push the problem down the road to another area. Attorney Cassidy also added that reviewing the area's interplay with Rt.17M since that is under NYS jurisdiction. Trustee Houle stated that the Board should also encourage a conversation with the Village's traffic consultants regarding the overall traffic flow within the Village. The Board discussed other areas around the Village and outside of its boundaries where traffic is problematic. It is a regional problem that needs County input as well.

Mayor Dwyer suggested that the Board should consider a more comprehensive traffic study of the Village but the Village will look into putting signs up in this area to assist with some of the concerns of these particular residents.

DISCUSSION - BARBEQUING IN CRANE PARK:

Mayor Dwyer stated that they had someone holding a private BBQ in Crane Park that afternoon. It was shocking to see. Mayor Dwyer shared that he had Police Chief Guzman look for any ordinances on it, but nothing could be found. Trustee Houle added that she pulled up the rules and regulations for Crane Park and although there is a lot more reading to do, she has not yet found anything that prohibits that use of barbecues in Crane Park. In past conversations with the Building Department with various different items, if something is not permitted then it is prohibited. Trustee Houle continued that the gentlemen that were barbecuing in the park were not from around here and in this instance, if it doesn't say they can't do it then they can. The Village is kind of in an area where if they don't prohibit it then they may be allowing it and if they don't allow it, then they may be prohibiting it. Trustee Houle continued that she had a conversation with the Village's insurance broker because she wanted to know that if they do not prohibit this, are they allowing it, and essentially they agreed with that. If they do not post signs in Crane Park stating they prohibit barbecuing, then they may be allowing people to do that. Trustee Houle recommended that the Board have a discussion about what the valid uses of Crane Park and post signage in an around the park. Trustee Houle added that you can BBQ in Smith's Clove Park but not Mombasha Park. Trustee Houle stated that this could be possibly worked into the workshop that they are having on August 3rd and Mayor Dwyer asked that be added to the meeting agenda.

MAYOR & TRUSTEE'S REPORT:

Trustee Karl asked about the status of side sidewalk bid and Mayor Dwyer replied that the contractor is getting their bond together.

Trustee Karl commented on the smell of the fish odor in the dumpster in the back of Village Hall and asked what could be done about it.

PUBLIC COMMENT:

PRESENT 9

TIME: 7:31 PM

The following residents from Schunnemunk Street were present to discuss with the Board their concerns about the increased traffic, problems with their school bus stops, as well as lack of street lights and sidewalks along their street:

Chaya Bachner – 284 Schunnemunk St.
Chaya Strulovic – 296 Schunnemunk St.
Rivka Weinberger – Schunnemunk St.
Chaya Green – 34 Highland Ave.

Mayor Dwyer replied that he understood all their concerns and that one of the things that he could look into would be to speak with the bus company, Student Bus Co., Inc. Mayor Dwyer shared with the residents that a traffic study on Schunnemunk St. was recently done and its results showed approximately 6,800 cars per day pass on that road. Most of the traffic is generated from the Town of Palm Tree and Mayor Dwyer stated that there is work underway in the Town of Palm Tree to alleviate some of that traffic by taking in a bypass alongside Route 17 and hopefully they'll fast track it. Mayor Dwyer explained that at the beginning the Town and Village tried to be involved but the State also assumed that they would want to fund the project as well.

Mayor Dwyer added that he was aware that a group of residents also reached out to Senator Skoufis regarding their traffic concerns and advised them that the Village also did some homework on their areas of concerns and sent that backup to Senator Skoufis as well. Mayor Dwyer added that his hope is to be able to partner with Senator Skoufis to help get monies together to help with this issue.

Trustee Houle suggested that the Board meet with Creighton Manning, the Village's traffic engineers, to discuss several points in the Village that need to be addressed, adding that she has identified 7 roadways that need to be reviewed. Mayor Dwyer agreed and would reiterate their concerns back to Creighton Manning and have them work in real time, while working towards a plan on the larger items.

The residents also inquired about adding more street lights and resident Tim Mitts interjected and stated that his property on High Street lacked street lights in front of his home and he called O&R Utilities directly requesting a light on a pole to be installed. Mr. Mitts claimed that O&R installed a light pole

free of charge and they added a light which is pointed directly at his home, which he pays a monthly fee for.

EXECUTIVE SESSION:

On a motion by Trustee Houle, seconded by Trustee Karl, and carried, with no further business, the meeting was adjourned at 7:59 PM.

Respectfully Submitted,

Ann-Margret Baxter
Village Clerk

MONTHLY REPORTS:

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

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

1. Minutes prepared, processed associated correspondence and Legal Notices completed for the June 1st and June 15th Board of Trustee Meetings along with two Public Hearings on June 15th and a Special Meeting on June 8th and June 18th.
2. Permits issued: Handicap Parking: 17 Garage Sale: 12 Solicitor/Peddling: 0 Road Opening: 1 Blasting Permit: 1 Liquor License: 0 Towing Permits: 0
3. Processed 3 FOIL Requests.
4. Processed 3 Event Applications.
5. Public Hearings Held: 2
6. Closed out mailing machine for month on 6/30.
7. Bi-Weekly payroll worksheets completed and submitted.
8. Collected May water rents.
9. Collected 2021/2022 Tax Bills.
10. Required paperwork filed with O.C. Department of Human Resources.
11. State of Emergency expired June 24, 2021 due to the expiration of Governor State of Emergency.
12. June 17, 2021 – Risk Management assessment of Village Hall.
13. June 24, 2021 - Docuware Cloud kick off project phone call.
14. June 25, 2021 – Docuware Kodak scanner installed at Village Hall.
15. June 28, 2021 – Conducted interviews for Village Hall Summer Interns.
16. Oversee updates and maintenance, of Village Website and Constant Contact. (23 sent)
17. Daily retrieval of messages left during the day and after hours. Forwarded messages and responded as required.
18. Vouchers completed as required. Transmittal of money collected completed and bank deposits done.
19. Scan and email pertinent information to Board and Attorney.

JUNE 2021 JUSTICE COURT REPORT:

Total Fines: \$45,120.00 Total Surcharges: \$11,592.00 Total Parking: \$1,245.00
Total Civil Fees: \$160.00 Bail Poundage Collected: \$22.50 Total Bail Forfeited: \$0.00
Total for June: \$58,139.50

Vehicle & Traffic Tickets: 283 Disposed: 496
Criminal Cases: 19 Disposed: 37 Civil Cases: 1 Disposed: 2
Paid Parking Tickets: 39 Dismissed Traffic Tickets: 78

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

CALLS FOR SERVICE

TOTAL CALLS – 1,370

CASES/CRIMINAL OFFENSE – 263

ARRESTS – 48

TRAFFIC REPORT

TRAFFIC TICKETS – 254

PARKING TICKETS – 14

GAS – N/A Invoice not received, will forward upon receipt

MVA's – 38

TRAINING

Range – Department

K9 – Berke

SRO field training – Compasso / Gomas

Child Forensic Interview – Malgieri / Lindell

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

Production: Lake Mombasha:	33,550,280	32,541,293 Gallons LY 2020
Well #4:	7,486,310	4,877,013 Gallons LY 2020

Consumption: 41,036,590 Gallons / 37,418,306 Gallons LY 2020

Water Samples / Testing: Passed

Rainfall: 2.76"

Reservoir: -1

Miscellaneous:

Mark Outs

2 Reservoir Inspections

Final Water Reads

Daily Equipment Maintenance at Plant and Well

Weekly and Monthly Water Testing to Lab, All Results Good

Updated Diamond Maps

Harvester at Reservoir

CL2 Manifold at Plant

Replaced Check Valve at Pine Tree Pump Station

Treated Lake with Copper Sulfate

NTU Lightbulb Filter #3

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

- 1. Disinfect – buildings – trucks – equipment daily.**
- 2. Garbage removal in Village and around Ponds nine times.**
- 3. Repaired catch basins.**
- 4. Used Sweeper on Village roads.**
- 5. Picked up papers in the Park.**
- 6. Mowed and weed wacked the Park three times.**
- 7. Mowed and weed wacked Village green areas three times.**
- 8. Watered flowers.**
- 9. Cleaned catch basin tops and checked drainage.**
- 10. Finished drainage on North Main Street – four new catch basins and 200' of 10" pipe – 400' of 12" pipe and blacktopped.**
- 11. Used the Weedoo.**
- 12. Moved weeds to the landfill.**
- 13. Road mowed.**
- 14. Treated Millponds two times.**
- 15. Cut and chipped trees on Knight Street, North Main Street, and bike trail.**
- 16. Repaired fence at Airplane Park.**

- 17. Blacktopped Lake Street and potholes around the Village.
- 18. Removed broken street light pole on North Main Street.
- 19. Pulled weeds in all flower beds in the park.
- 20. Installed lights for outdoor dining.
- 21. Cleaned shop and yard.
- 22. Cleaned trucks and equipment.

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

Building Permits Issued:	48
Rental Inspections Completed:	13
Title Searches Completed:	33
Violations Issued:	4
Warnings Issued:	57
Building Permit Inspections Performed:	116
C.O's Issued:	33
Complaint Inspections:	99
Fire Inspections:	2

Open, active building permits: 379

FOIL Requests: 5

Building Permit Fees:	\$ 14,914.75
Rental Permit Fees:	200.00
Fire Inspection Fees:	0.00
Title Search Fees:	<u>3,600.00</u>

Total Collected Fees: \$ 18,714.75

Monthly Assessor's Report

Monthly report to FD for Solar

Daily cash deposits to Clerk

Bi Monthly mailing for expired permits

Attendance at Planning Board Meetings, Village Board, and ZBA Meetings

MONROE FIRE DISTRICT OFFICERS 2021:

Commissions: John Centofanti, Jason Kalter, Thomas M. Smith Dep. Chair, Thomas P. Sullivan, Ch.

Secretary: Mary Ellen Beams

Treasurer: Richard Goldstein

Chief Rich Lenahan, 1st Ass't Chief Jon Dolch

JUNE 2021 TREASURER'S REPORT SUBMITTED BY CATHERINE MURRAY:

Treasurer's Report Village of Monroe June 2021
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SIGNIFICANT ACTIVITY (REVENUES)

Bank interest	583
Rental Real Property	6,695
Building Permits	18,141
Sales of Equipment	5,800

SIGNIFICANT ACTIVITY (EXPENDITURES)

General Government Support - grant writer	9,000
Street Lighting Street	8,572
Distribution Contractual - Water fund	18,240

Workers Compensation - General Fund	38,337
- Water Fund	6,770
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	45,107
Health Insurance - General Fund	123,053
- Water Fund	16,102
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	139,155

STATUS OF FY2021 CONTINGENCY ACCOUNTS

CURRENT BALANCE

General Fund Appropriation -budgeted	\$133,239	133,239
Water Fund Appropriation -budgeted	\$25,000	25,000

COMMENTS:

We have completed 1 month of the fiscal year and expenses should be at 8.3%. The expenses are at 4.1% for the General Fund and 3.3% for the Water Fund.

Respectfully submitted,
Catherine Murray
Treasurer