

**PUBLIC HEARING 2.19.19 – 7:00 PM
PROPOSED LOCAL LAW
AMENDING CH. 185, TOWING (personal checks)**

A Public Hearing was held on Tuesday February 19, 2019 to consider a proposed local law entitled “Amending Chapter 185, Towing.” The Village Board finds and determines with this proposed Local Law that the public interest would be served by modifying Chapter 185 of the Village Code, which Chapter regulates towing vehicles operating within the incorporated Village.

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

Also present: Attorney Terhune, Village Clerk Baxter, Building Inspector Cocks, Chief Melchiorre and Deputy Clerk Zahra

On a motion by Trustee Conklin, seconded by Trustee Behringer, the public hearing was opened at 7:15 PM. Due to a technical issue, there was a 15 minute delay in the opening of the public hearing.

There were 20 people from the public present for the Public Hearing. There was no additional written correspondence received. Mayor Dwyer provided a brief overview of the proposed local law for those in attendance. He gave a brief description regarding the amendment being made to Chapter 185 and their desire to remove the use of personal checks as it was determined to not be a suitable form of payment. The Public Hearing was left open for 5 minutes.

With no comments or questions, on a motion by Trustee Conklin, seconded by Trustee Houle and carried, the Public Hearing was closed at 7:20 PM.

**BOARD OF TRUSTEES MEETING
TUESDAY FEBRUARY 19, 2019
(www.villageofmonroe.org)**

The second of the bi-monthly meetings of the Board of Trustees was held on Tuesday January 15, 2019 at 7:20 PM in the Boardroom of the Village Hall, 7 Stage Road, Monroe, New York. Mayor Neil Dwyer called the meeting to order and led in the pledge to the flag. Emergency exits were announced.

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

Also present: Attorney Terhune, Attorney Rick Golden, Village Clerk Baxter, Deputy Clerk Zahra, Chief Melchiorre, Building Inspector Cocks and Treasurer Murray

Absent: Water Plant Operator Mabee.

RESIGNATION: KRISTOPHER ANTONACCI, P/T PARKING ENFORCEMENT OFFICER:

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

RESOLVED, the Board accepted the resignation of Kristopher Antonacci, P/T Parking Enforcement Officer, of the Monroe Police Department effective March 20, 2019. Mr. Antonacci has accepted a position as a police officer with the City of Newburgh Police Department and will begin their police academy in April. The Board thanked Mr. Antonacci for his service to the Village wished him well in this next chapter of his career. Discussion followed.

Trustee Conklin stated that Mr. Antonacci was fantastic at his job and he will be missed tremendously.

Ayes: Trustees Alley, Conklin, Behringer and Houle

Nays: None

LOCAL LAW #3 OF 2019 – AMENDING CHAPTER 185, “TOWING” (PERSONAL CHECKS):

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

WHEREAS, an introductory Local Law, titled “AMENDMENT TO CHAPTER 185 OF THE VILLAGE CODE, “TOWING,” was introduced before the Board of Trustees of the Village of Monroe on February 5, 2019; and

WHEREAS, upon notice duly published and posted, a hearing was held on said Local Law on February 19, 2018, whereat public discussion was heard concerning the merits of said Local Law and after hearing

from all those present wishing to speak and acknowledging that no written comments had been received, the Board of Trustees declared the public hearing closed; and

WHEREAS, the Board of Trustees determined that this was a Type II action pursuant to the regulations implementing the State Environmental Quality Review Act (SEQRA), requiring no further SEQRA action.

NOW THEREFORE, BE IT RESOLVED, that the introductory Local Law, titled "AMENDMENT TO CHAPTER 185 OF THE VILLAGE CODE, "TOWING," of the Village of Monroe be and hereby is adopted on February 19, 2019, as Local Law No. 3 of 2019.

Ayes: Trustees Alley, Behringer, Conklin and Houle

Nays: None

**LOCAL LAW #3 OF 2019
VILLAGE OF MONROE**

A LOCAL LAW TO AMEND CHAPTER 185, "TOWING"

BE IT ENACTED by the Village Board of Trustees of the Village of Monroe, County of Orange, State of New York, as follows:

Section 1. Legislative Findings, Purpose and intent.

The Village Board of Trustees finds and determines that the public interest would be served by modifying Chapter 185 of the Village Code, which Chapter regulates towing vehicles operating within the incorporated Village.

Section 2. Authority.

This local law is enacted by the Village Board of Trustees of the Village of Monroe pursuant to its authority to adopt local laws pursuant to the New York State Constitution and Section 10 of the Municipal Home Rule Law.

Section 3. Subsection C of Section 185-5, of Chapter 185, titled, "Towing," of the Code of the Village of Monroe is hereby amended to delete "personal checks" from the list of methods of payment that must be accepted by all license holders.

Section 4. Supersession, of Inconsistent Laws, if any.

The Village Board of Trustees hereby declares its legislative intent to supersede any provision of any local law, rule, or regulation and any provision of the state Village Law or other special law that may be declared inconsistent or in conflict with this local law. The courts are specifically requested to take notice of this legislative intent and apply such intent in the event the Village has failed to specify any provision of law that may require supersession. The Village Board hereby declares that it would have enacted this local law and superseded such provision had it been apparent.

Section 5. Severability.

If any section, part or provision of this local law or the application thereof to any person, property or circumstance is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the section, part, provision or application directly and expressly adjudged invalid and shall not affect or impair the validity of the remainder of this local law or the application thereof,

Section 6. Effective Date.

This local law shall take effect immediately upon filing with the Secretary of State.

REQUEST TO TRAVEL – NYSBOC TRAINING 4/9/19 THROUGH 4/11/19 – JAMES COCKS AND DEBORAH PROULX - CONTINUED:

(See Minutes 2/5/19)

At the February 5, 2019 Board Meeting Mayor Dwyer tabled this matter to allow for further discussion to be had with the Building Department regarding the scheduling their attendance at the necessary seminars needed to meet their 24 hours of continuing education credits. Discussion followed.

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

RESOLVED, the Board of Trustees approved the attendance of Assistant Building Inspector Deborah Proulx at the NYS Building Officials Conference Tuesday, April 9 through Thursday April 11, 2019 from 7:30 AM to 3:00 PM at the Rockland Fireman's Training Center, 35 Fireman's Memorial Drive, Pomona NY. Cost of the seminar is \$275.00, and the Village truck will be utilized for transportation. The amount will be allocated from budget line A3620.4720, Education, and will fulfill 19 of the 24 mandatory hours required each year. It is further

RESOLVED, the Board of Trustees approved the attendance of Building Inspector Jim Cocks at three (3) daily seminars beginning March 12, 2019 at the NYSBOC Westchester Chapter from 8:30 AM to 3:30 PM, located at 198 Central Avenue, White Plains, NY. The cost of the three seminars is \$165, and the Village truck will be utilized for transportation. The amount will be allocated from budget line A3620.4720, Education, and will fulfill 19 of the 24 mandatory hours required each year.

Ayes: Trustees Alley, Conklin, Behringer and Houle

Nays: None

2019 VILLAGE OF MONROE SPECIAL EVENTS PERMIT APPLICATION CONTINUED:

(See Minutes 12/18/18, 1/3/19, 1/15/19, 2/5/19)

At the February 5, 2019 Board Meeting it was decided that a workshop be held with key department heads to go over the proposed event application and review the suggested modifications. On Friday February 8th that workshop was held at Village Hall. Trustee Houle, Trustee Alley, Village Clerk Baxter, Asst. Building Inspector Proulx, Chief Melchiorre, Administrative Sergeant Amatetti, Sergeant Krauss and Sergeant Guzman were in attendance. Trustee Houle took notes on all changes and modifications that were discussed and stated she would work on amending the proposed events application and prepare it for Attorney review. Discussion followed.

Mayor Dwyer stated he finds the application complete. Trustee Houle stated she would still like to clarify the section that speaks of damages that may have occurred to Village property once the event was completed. The way that it is currently written does not lay that out clearly and she would like that section to be amended. Mayor Dwyer asked if there were any opportunities outside of that for additional expenses to be incurred and Trustee Houle responded that there shouldn't be. Attorney Terhune asked if there was any opportunity for the applicant to incur additional fees for police support and Trustee Houle responded that that was already included. The applicant is made aware of that regarding not only Police but of the Department of Public Works as well. The Building Department also has a section pertaining to signs. Village Clerk Baxter interjected and added that the Highway Department does not currently review an event application and provide dollar estimates as to event services, so if that is something that will now be a part of the process it should be included in the application. Trustee Houle responded that their review is part of the process along with the Police Department, Building Department and Village Board.

Trustee Behringer asked if the application processing fee would also be for things like the scarecrows and pinwheels that the Girl Scouts do. Trustee Houle responded that it would be for everything that comes before the Board. Everyone would have to pay that fee. Trustee Houle continued and stated that what still needed to be determined was when the Board would enact the fee. She added that she did not think it should be retroactive or applied to any application that has already been submitted. Village Clerk Baxter stated that there were a total of 5 event applications that had not yet been submitted to the Board for review. Mayor Dwyer stated that if the modified event application was approved today, it should become effective tomorrow. Trustee Houle stated that it would be for any event application that is submitted tomorrow. Trustee Houle asked if the 5 pending applications with the Village Clerk be subject to the new fee and Mayor Dwyer responded that the applicants were advised that their applications were being held during a revamping of the application process. Attorney Terhune asked if they had already submitted their application and Village Clerk Baxter stated yes. Attorney Terhune asked if an application fee had been collected and Village Clerk Baxter responded no.

Attorney Terhune added that application fees are typically administrative fees and they are supposed to cover the general cost of the administration of the application itself. Attorney Terhune stated that it is up

to the Board to decide if they are starting afresh tomorrow and allow the pending applications to flow through, or make it retroactive to the pending applications. Mayor Dwyer stated his problem is that some of those applications are for events that are 8 months away and someone comes in with an application for an event now that is only 6 months away, that person will have to pay, but the person that submitted 8 months early doesn't have to. Attorney Terhune asked at what point did the Village collect any fees due to them and Mayor Dwyer responded prior to this, there was no fee schedule. The only time the Village collected some money was after the carnival and that was contractual. Village Clerk Baxter asked about the 2 applications that were before the Board this evening and Trustee Houle responded if the Board makes the new application effective tomorrow then it wouldn't apply to them.

Trustee Alley stated that there were a few things she wished to discuss about the proposed event application before the Board made a decision on it. She continued that Trustee Behringer brought up the issue of not-for-profit organizations, and the Board discussed it at great length. Trustee Alley realizes that there are administrative fees involved but do you think that application fee is going to discourage applicants from coming into the Village. Trustee Houle responded that it is possible and is why it needs to be talked about.

Trustee Alley asked when the fees would be due and Trustee Houle responded the application currently reads that all fees are due upon approval from the Village Board which includes application fee, and applicable permit fees as well as 20% of estimated fees for additional Village services at least 10 days prior to the event. Trustee Alley also asked if there were separate vendors involved would those vendors also have to apply for a separate vendor application. Trustee Houle stated like with Founder's Day, it was covered under one application but she ensured that all vendors participating that they had all filled out a Hold Harmless Agreement as well as supply a certificate of liability insurance, and added that that is included currently in the new application. Attorney Terhune added that the application wouldn't be deemed complete without that and Trustee Houle stated yes. The only thing that they would not have to do is fill out an application of their own and pay the application fee. It is the applicant's responsibility to collect from each vendor a hold harmless agreement which has to be notarized as well as a certificate of liability insurance. Food vendors would also have to submit a current OC Department of Health permit and it must be issued from Orange County. Village Clerk Baxter stated that she currently has a pending application that meets that criteria and asked is the application considered complete or incomplete until all that information is gotten and at what point would she then put it through the process of being reviewed by all the departments and presenting it to the Board for review. Attorney Terhune stated that the issue is if an applicant is putting on an event with multiple vendors, the applicant may want to get through the approval process prior to gathering that information from the vendors. She suggests handling it that way, otherwise it could take too long to collect and then there wouldn't be enough time to get it reviewed. Village Clerk Baxter asked if the applicant would now need to turn those vendor documents (hold harmless and insurance) in to the Clerk's Office and Mayor Dwyer stated that they should. Village Clerk Baxter said that these documents could also be turned in up to 10 days prior to the event, along with the application fee and Trustee Houle stated yes. Village Clerk Baxter pointed out that the application fee should be turned in at the time that the application is submitted since it is to cover the administrative time to process the application. Attorney Terhune added that typically the application fee is paid up front. There is going to be work done up front to process that application. Mayor Dwyer interjected and stated that the application states that the processing fee is turned in when the application is submitted but Trustee Houle also stated that in another paragraph it stated that the fee can be turned in up to 10 days prior. Trustee Houle continued and stated that she would omit that part from that section.

Trustee Behringer asked what would happen to the vendors that may show up to sell their inflatable wares during Founder's Day or the July 4th celebration. Trustee Houle stated that it would be the applicant's responsibility to ensure that all the vendors had submitted all the necessary documentation or else they would be asked to leave. Trustee Alley asked how would the Village of Monroe handle their sponsored events, would they be required to submit a \$50 application fee or is there an option for the Board to consider waiving that fee. Attorney Terhune stated that you have a class or event sponsor that is not for profit, you're either going to waive it or you're not. Village Clerk Baxter added that is what the Board needs to consider. She advised them that the Clerk's Office provided each of them with a listing of all the events approved in the Village for the past three years, and 95 % of the applicants are not for profit organizations. Attorney Terhune advised not to exclude them but it is up to the Board. She added that the Board could try the policy out and see what happens. Mayor Dwyer stated that the Village of Monroe allows these events as an opportunity to come in to the Village. Last year it was to the tune of a \$50,000 impact, and the Board needs to be cognizant of that. It is a great Village to come to. By the time the application gets to the Clerk and it works its way through 4 departments for review, it could spend up to an hour in each department. Trustee Alley stated that she does not want to see a single not for profit event be discouraged in the Village over a \$50 fee. She added that now that the Village is going to move forward with the 20% fee, that is where the majority of the expense comes from. Trustee Houle agreed. Mayor Dwyer had the Board refer to the documents prepared by the Clerk's Office which provided them

with a snapshot of what some of the approved events cost the Village in these additional expenses. Trustee Alley stated that she was entertaining the idea when it was first discussed, but now that she has had additional time to think about it, she stated that she did not want to see one event miss out over the fee.

Attorney Terhune asked if the Board reached out to other municipalities to see how they handled events and Trustee Houle responded that they had and that they all varied, and some even recoup in excess of up to 50% of their PD & DPW expenses.

Trustee Conklin interjected that a lot of the big money events are Village sponsored events like the fireworks and the carnival and the Village cannot recoup those monies because they are hosting those events. Trustee Houle asked the Board if they wanted to table it some more so they could work on it further. Trustee Conklin responded that she ran into these issues when she tried to do it a few years ago and the taxpayers shouldn't be footing the bill when someone comes in to the Village to hold an event and makes a profit on it. No matter how many times she picked up that gavel to fit it.

Trustee Houle stated that one of the biggest changes to the application in addition to the fee schedule is that applications must be submitted up to 60 days to allow for ample time for it to be reviewed by all the necessary departments. Additionally, those that require outside approval from places like the NYSLA and the gaming commission will be required to be submitted 90 days prior to the event. If the Board continues to hold up making a decision, then that time for some of these pending events is going to be eaten up. Trustee Houle continued that she would rather go ahead and approve the application and its fee schedule so that the Board gets the timeline set and then further discuss the fee schedule, etc. They cannot continue to sit here and go back and forth on the fee schedule and hold the rest of it up. Trustee Conklin agreed but stated she did not want to discourage people. Trustee Houle suggested taking out the \$50 processing fee and the 20% fee and leave everything else in. Trustee Conklin stated that the Village shouldn't eat those fees but should consider doing something for not for profit. Trustee Houle stated that if we did that, then we wouldn't charge anybody because if you look at the list of applicants provided by the Village Clerk, there is maybe one application submitted that was not for profit.

Attorney Terhune asked if they would modify the application to take out the application fee and the 20% fee. Trustee Behringer asked if there was a way to only charge if there was a cost from the Police Department. Mayor Dwyer responded that it is important to recognize that there is a burden to the Village for having these events whether they are Village events or outside events. With that cost there is an impact. It sets the table for the groups that want to come in that will have an impact. Most of them have to do with races, where they are crossing the streets, the Police are involved, and there is a cost in that. Trustee Alley asked Attorney Terhune if there was a way to differentiate between applications for Village sponsored events versus outside organizations. Attorney Terhune responded that the idea is that if the Village is sponsoring an event then the Village has determined that it is going to bring people into the Village, people are going to spend money, so the net benefit to the Village, even if you spent \$3000 in PD costs is that impact to the Village is positive. You could differentiate between events that you have to pay to attend, like races. Trustee Alley asked if the Village was doing it correctly by filling out the same application that everyone else was filling out. Attorney Terhune stated that regardless as to who is filling out the application, you're going to want to know what the impact is for police services, etc. Attorney Terhune suggested a hardship review, but then you would be making it very discretionary.

Attorney Terhune stated that there is a cost to reviewing the application and \$50 doesn't seem like a lot. She suggested asking for a contribution towards the cost of these additional services and you could suggest 20% of the total cost. It may be an interesting way to see if people are willing to pay. Mayor Dwyer stated that the Board should leave the 20% alone and you make a decision on the application fee whether it is not for profits, youth organizations whatever. Mayor Dwyer stated that it is important to recognize that there is a cost and that they set the table now. Trustee Houle stated that the Village of Monroe has the most lenient policy regarding events. She added that when speaking with other municipalities she learned that when those municipalities are dealing with youth organizations they encouraged them to utilize a path that required as little police support as possible, as well as the DPW, so that the cost would not be as excessive. But if they did something that required closing off the streets, they were responsible for it. So for example, the scarecrows or the pinwheels for peace, they would incur not police costs whatsoever. On a motion by Trustee Conklin, seconded by Trustee Behringer, it was:

RESOLVED, the Board of Trustees accepted the 2019 Village of Monroe Special Events Permit Application as submitted which includes a \$50 application processing fee, a 20% reimbursement by the applicant to the Village of Monroe for all additional services incurred by the Police and DPW Departments as a result of said event, as well as requiring all applications to be submitted at least 60 days prior to the event to allow for ample approval time. In the event that the applicant also requires additional approval from outside agencies like the New York State Liquor Authority, Orange County

Department of Transportation or the NYS Gaming Commission, applications must be submitted 90 days prior to the event.

Ayes: Trustees Conklin, Behringer and Houle

Nays: Trustee Alley

STOP DWI PROGRAM SERVICE AGREEMENT:

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

RESOLVED, the Board of Trustees approved an agreement with the County of Orange that authorizes the Village of Monroe Police Department to participate in the STOP DWI Traffic Safety Program for one year beginning on March 15, 2019 and ending January 1, 2020. The first period is from 3/15/19 through 5/28/19 for a total not to exceed \$2,679 / 40 hours. The second period is to run from July 3, 2019 through September 3, 2019 and the third period will run November 27, 2019 through January 1, 2020. It is further;

RESOLVED, the Board authorized Mayor Dwyer to execute the agreement on behalf of the Village.

Ayes: Trustees Alley, Conklin, Behringer and Houle

Nays: None

EVENT APPLICATION - WALK MS ORANGE COUNTY / MAY 5, 2019 (SETUP 5/4/19) :

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

RESOLVED, the Board of Trustees approved the event application submitted by Joseph Polizzi of the National Multiple Sclerosis Society, New York, to use the commuter Parking Lot on Mill Pond Parkway and the walking paths in Crane Park to host their annual walk on Sunday May 5, 2019 from 4 AM to 3 PM. Approval includes permission to set up for the event on Saturday, May 4, 2019 8 from 3 PM to 9 PM. Setup will include tents, tables, portable toilets, and dumpster. Sign-off on the event application has been made by both the Building and Police Departments, with the Building Department stating that there is to be no cooking under the food tent. The event will be supervised by the Police Department with an estimated cost of additional police services in the amount of \$426.00, which includes one officer on 6 hours of overtime @ \$71.00 per hour, to assist with pedestrian crossings on Millpond Parkway.

Ayes: Trustees Alley, Conklin, Behringer and Houle

Nays: None

EVENT APPLICATION –GIRL SCOUTS TO VISIT REST HAVEN 3/19/19:

An event application was submitted by resident Tim Mitts of 236 High Street, requesting permission to open his home to the Girl Scouts to visit Rest Haven and experience blindness on Tuesday, March 19, 2019 from 4PM to 7PM. Sign-off on the event application has been made by both the Building and Police Departments, and the Police Department will monitor the event with C line officers for any potential traffic issues with no additional expense estimated.

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

RESOLVED, the Board of Trustees approved the event application submitted by resident Tim Mitts to open his home located at 236 High Street and allow the Girl Scouts to visit Rest Haven and experience blindness on Tuesday, March 19, 2019 from 4PM to 7PM.

Ayes: Trustees Alley, Conklin, Behringer and Houle

Nays: None

AUTHORIZATION TO HIRE ACCOUNTING FIRM OF RBT CPAs, LLP FOR THE LIMITED PURPOSE OF REVIEWING THE VILLAGE'S ACCOUNTING PRACTICES:

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

WHEREAS, the Village of Monroe hereby finds and determines that it is in the best interest of the Village residents and taxpayers to periodically review internal processes and procedures to determine whether improvements could be made to better effectuate Village purposes; and

WHEREAS, the Mayor has recommended to the Board that because of the Village Board's fiscal oversight of the general accounting practices, those processes should be reviewed first; and

WHEREAS, the Mayor has interviewed accounting firms that have experience in municipal finance and has recommended the accounting firm of RBT CPAs, LLP be hired to accomplish this review.

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of Trustees hereby authorizes the Mayor to execute an agreement with RBT CPAs, LLP, 11 Racquet Road, Newburgh, NY 12550, for the express purpose of conducting a limited independent review of the Village's accounting practices for an amount not to exceed \$5,000, to be allocated from budget line A.1325.4500, and is subject to review of the agreement by the Village Attorney.

Ayes: Trustees Alley, Conklin, Behringer and Houle

Nays: None

INTRODUCTION OF LOCAL LAW #4 OF 2019 - OVERRIDE TAX LEVY LIMIT ESTABLISHED BY GENERAL MUNICIPAL LAW 3-C& SCHEDULING OF PUBLIC HEARING:

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

BE IT RESOLVED that an introductory Local Law, titled "A LOCAL LAW TO OVERRIDE THE TAX LEVY LIMIT ESTABLISHED BY GENERAL MUNICIPAL LAW 3-C" is hereby introduced by Mayor Dwyer before the Board of Trustees of the Village of Monroe, County of Orange, State of New York; and

BE IT FURTHER RESOLVED that copies of the aforesaid proposed Local Law be laid upon the desk of each member of the Board of Trustees; and

BE IT FURTHER RESOLVED that the Board of Trustees shall hold a public hearing on said proposed local law at the Village Hall, 7 Stage Road, Monroe, New York at 7:00 PM on March 5, 2019; and

BE IT FURTHER RESOLVED that the Village Clerk shall publish or cause to be published a public notice in the official newspaper of the Village of Monroe no later than five (5) days prior thereto.

Ayes: Trustees Alley, Conklin, Behringer and Houle

Nays: None

INTRODUCTION OF LOCAL LAW #5 OF 2019 – AMENDMENTS TO CHAPTER 43 “VEHICLE & TRAFFIC” (SEC. 43-4 / N. MAIN. TO FREELAND ST. & SCHEDULING OF PUBLIC HEARING:

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

BE IT RESOLVED that an introductory Local Law, titled AMENDING CHAPTER 43 OF THE VILLAGE CODE, "VEHICLES AND TRAFFIC," is hereby introduced by Mayor Dwyer before the Board of Trustees of the Village of Monroe, County of Orange, State of New York; and

BE IT FURTHER RESOLVED that copies of the aforesaid proposed Local Law be laid upon the desk of each member of the Board of Trustees; and

BE IT FURTHER RESOLVED that the Board of Trustees shall hold a public hearing on said proposed local law at the Village Hall, 7 Stage Road, Monroe, New York at 7:15 PM on March 5, 2019; and

BE IT FURTHER RESOLVED that the Village Clerk shall publish or cause to be published a public notice in the official newspaper of the Village of Monroe no later than five (5) days prior thereto.

Ayes: Trustees Alley, Conklin, Behringer, and Houle

Nays: None

INTRODUCTION OF LOCAL LAW # 6 OF 2019 – AMENDING CHAPTER 64 “ALARM SYSTEMS” & SCHEDULING OF PUBLIC HEARING:

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

BE IT RESOLVED that an introductory Local Law, titled "AMENDING CHAPTER 64 OF THE VILLAGE CODE, 'ALARM SYSTEMS,'" is hereby introduced by Mayor Dwyer before the Board of Trustees of the Village of Monroe, County of Orange, State of New York; and

BE IT FURTHER RESOLVED that copies of the aforesaid proposed Local Law be laid upon the desk of each member of the Board of Trustees; and

BE IT FURTHER RESOLVED that the Board of Trustees shall hold a public hearing on said proposed local law at the Village Hall, 7 Stage Road, Monroe, New York at 7:00 PM on March 19, 2019; and

BE IT FURTHER RESOLVED that the Village Clerk shall publish or cause to be published a public notice in the official newspaper of the Village of Monroe no later than five (5) days prior thereto.

Ayes: Trustees Alley, Conklin, Behringer, and Houle

Nays: None

INTRODUCTION OF LOCAL LAW #7 OF 2019 – AMENDING CHAPTER 1 “GENERAL PROVISIONS” & SCHEUDLING OF PUBLIC HEARING:

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

BE IT RESOLVED that an introductory Local Law, titled “AMENDING CHAPTER 1 OF THE VILLAGE CODE, “GENERAL PROVISIONS.” is hereby introduced by Mayor Dwyer before the Board of Trustees of the Village of Monroe, County of Orange, State of New York; and

BE IT FURTHER RESOLVED that copies of the aforesaid proposed Local Law be laid upon the desk of each member of the Board of Trustees; and

BE IT FURTHER RESOLVED that the Board of Trustees shall hold a public hearing on said proposed local law at the Village Hall, 7 Stage Road, Monroe, New York at 7:15 PM on March 19, 2019; and

BE IT FURTHER RESOLVED that the Village Clerk shall publish or cause to be published a public notice in the official newspaper of the Village of Monroe no later than five (5) days prior thereto.

Ayes: Trustees Alley, Conklin, Behringer, and Houle

Nays: None

MAYOR’S REPORT:

Trustee Behringer enjoyed the recent Winterfest held at Smith’s Clove Park. She has always enjoyed the park in the winter. The Park Commission offers a lot of great programs too. Trustee Behringer mentioned that she also saw Trustee Houle and Village Clerk Baxter at the event and everyone had a great time.

Trustee Behringer also commented on the recent Prism Concert held at the M-W High School. The Music Department put on an incredible concert and it happens only once a year so if you have the opportunity to go, you should.

Mayor Dwyer stated in their last session they discussed the hiring of a part time code enforcement officer. The Village will be moving forward with that but he must speak with Counsel regarding it first as the position itself is not currently in the Village’s local code. Mayor Dwyer added that it just needs to be cleared up before they move forward.

Mayor Dwyer acknowledged that Boy Scout Troop 440 was in the audience. Mayor Dwyer asked why they were attending the meeting and Boy Scout Noah Scarse explained that he was a Life Scout and in pursuit of 2 merit badges to achieve the rank of Eagle. Those merit badges were communications and citizenship in the community. Both these badges have a requirement to attend a meeting within their community and write down one of the issues being presented that has two sides and make a debate argument statement. Mr. Scarse stated that he would be using the event application discussion to do this. Mayor Dwyer stated that he was a big fan of the Boy Scouts and offered to help them out in any way that they could.

Boy Scout Cody Shapiro asked the Board of Trustees what the 20% fee was for that was mentioned during the event application discussion. Trustee Houle responded that many events that are held in the Village of Monroe require the services of the Monroe Police Department and the Villages Department of Public Works. Whether it is to close off streets, to maintain safety or to keep it clean, it usually costs the Village money. What the Board is talking about is asking the applicant to share that cost with the Village by paying for 20% of whatever those fees are. Trustee Houle also complemented the young men on how well spoken they are.

Rosee Micelli, Executive Directive of the South Orange YMCA, publically thanked the Board of Trustees for coming in and taking advantage of the tour of the facility. The Y welcomes more dialog, and Mr. Micelli added that he thought that there would have been more questions asked on the technical stuff. He added that he realizes that they are still doing their homework and welcomes them to come back at their earlies convenience. Mr. Micelli also thanked the Boy Scouts for their work in the community.

Resident John Karl stated that at one time he was also a member of Boy Scout Troop 440.

Mr. Karl commented on the Monroe Trailer Park and encouraged the Board to take a ride through there and down towards Kalvin Terrace. The mess has been ongoing for many years and it looks like a 3rd world country. Mr. Karl stated it's disgraceful and needs to be cleaned up.

Mr. Karl continued that the Village recently had an employee that retired after 30 years, John Linderman. At two different times the Village had DPW Superintendent's that left and Mr. Linderman stepped in and filled the gap both times. He has since retired and it saddens him that he has not seen any acknowledgment from the Village Board on his thirty plus years of service.

EXECUTIVE SESSION:

On a motion by Trustee Conklin, seconded by Trustee Behringer, with all in favor, the meeting was closed at 8:15 PM. Following a 5-minute recess, the Board convened in Executive Session for the discussion of pending litigation involving BMG Monroe I, LLC.

Executive Session Minutes compiled by Mayor Dwyer.

OPEN SESSION:

On a motion by Trustee Conklin, seconded by Trustee Alley and carried, the Open Meeting resumed at 9:55 PM.

TEMPORARY APPOINTMENT: ELIZABETH DOHERTY, P/T DEPUTY TREASURER:
ADJOURNMENT:

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

RESOLVED, the Board of Trustees accepted the recommendation of Mayor Dwyer and temporarily appointed Elizabeth Doherty, 23 Bridge Street, Monroe, to the part-time position of Deputy Village Treasurer for the period of 2/21/19 – 3/29/19 at an hourly salary of \$28/hour. Ms. Doherty will assist Treasurer Murray in the Finance Department during the temporary leave of absence P/T Deputy Treasurer Tom Cunningham for the month of March.

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

On a motion by Trustee Conklin, seconded by Trustee Behringer and carried, no further business, the meeting was adjourned at 10:15 PM.

AUTHORIZATION OF A SETTLEMENT OF WATER CHARGES FOR PROPERTY LOCATED AT 422 SPRING STREET:

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

WHEREAS, the prior owner of property located at 422 Spring Street in the Village of Monroe owed \$88,212.93 in unpaid water usage charges and penalties for non-payment; and

WHEREAS, the property was sold at a foreclosure sale and the new owner paid the Village Water Department \$36,950.00 on the outstanding balance, leaving a balance owing of \$51,262.93 in water usage and fines; and

WHEREAS, the Mayor and Trustee Conklin met with the new owner of the subject property and determined that it would be fair and reasonable to offer a settlement of the remaining charges since the majority of the charges were not water usage, but were penalties for non-payment of the prior owner's water bills.

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of Trustees hereby authorizes the Village of Monroe Water Department to accept a total sum of \$24,000.00 in full satisfaction of the outstanding balance of \$51,262.93, to be paid in the following manner:

- 1. \$12,000 in cash, certified check or money order on or before February 28, 2019;**
- 2. \$12,000 in equal payments of \$1,000, beginning on April 1, 2019, and thereafter on the first business day of each month following through March 2, 2020, on the following schedule:**

April, 1, 2019; May 1, 2019; June 3, 2019; July 1, 2019; August 1, 2019; September 3, 2019; October 1, 2019; November 1, 2019; December 2, 2019; January 2, 2019; February 3, 2020 and March 3, 2020.

BE IT FURTHER RESOLVED, that inspection by the Village Water Department pursuant to the Chapter 195 of the Village Code will be required prior to service restoration to confirm meter installation and operation; and

BE IT FURTHER RESOLVED, that pursuant to the Chapter 195 of the Village Code water is provided to this property by the Village of Monroe, and that the Village shall terminate water service for non-payment of water usage fees and/or penalties accruing thereto, including any fines or penalties on unpaid balances; and

BE IT FURTHER RESOLVED, that the owner of the property shall file a certified copy of this Resolution in the chain of title and proof of said recordation shall be filed with the Village Clerk of the Village of Monroe before restoration of water service to the property.

Ayes: Trustees Alley, Conklin, Behringer, and Houle

Nays: None

Respectfully Submitted,

**Ann-Margret Baxter
Village Clerk**

MONTHLY REPORTS:

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

**JANUARY 2019 VILLAGE CLERK'S REPORT SUBMITTED BY ANN-MARGRET BAXTER,
VILLAGE CLERK:**

- 1. Minutes prepared, processed associated correspondence and Legal Notices completed for the Monthly Meetings of January 3rd and January 15th.**
- 2. Permits issued: Handicap Parking: 8 Garage Sale: 0 Solicitor/Peddling: 0 Road Opening: 0 Blasting Permit: 0 Liquor License: 0 Towing Permits: 0**
- 3. Processed 1 FOIL requests.**
- 4. Processed 0 Event Applications.**
- 5. Public Hearings Held: 1**
- 6. Closed out mailing machine for month on 1/31.**
- 7. Bi-Weekly payroll worksheets completed and submitted.**
- 8. Collected November water rents.**
- 9. Required paperwork filed with O.C. Department of Human Resources.**
- 10. Oversee updates and maintenance, of Village Website and Constant Contact.(9 sent)**
- 11. Installation of two new copiers at Village Hall. (1/16/19)**
- 12. Hosted Elected Officials Reunion Brunch on 1/27/19.**
- 13. Daily retrieval of messages left during the day and after hours. Forwarded messages and responded as required.**
- 14. Vouchers completed as required. Transmittal of money collected completed and bank deposits done.**
- 15. Scan and email pertinent information to Board and Attorney.**

JANUARY 2019 DPW SUBMITTED BY LAWRENCE GUIDICE, HEAVY EQUIPMENT OPERATOR:

REGULAR MAINTENANCE / VILLAGE IMPROVEMENTS:

1. Garbage removal in Park and Village six times.
2. Trimmed Trees around Village Roads for five days.
3. Picked up Christmas Trees around the Village fifteen times.
4. Chipped collected Christmas Trees two times.
5. Installed a new Stop Sign on Hobart Ward Drive.
6. Installed a new Dead End Sign on O'Neill Circle.
7. Installed a new Speed Limit Sign on North Main Street.
8. Installed a new Overweight Sign on North Main Street.
9. Picked Papers up on Schunnemunk Road three times.
10. Picked Papers up on Mapes Place one time.
11. Picked Papers up on Village Green Areas and Park one time.
12. Cold Patched Potholes three times in the Village.
13. Plowed all Village Roads on 1/19 three times.
14. Salted all Village Roads on 1/19 four times.
15. Snow Cleanup around the Ponds one time.
16. Uptown Cleanup and Snow Removal one time.
17. Plowed all Village Roads on 1/29 two times.
18. Salted all Village Roads on 1/29 three times.
19. Salted Icy Spots on Village Roads seven times.

JANUARY 2019 JUSTICE COURT REPORT:

Total Fines: \$26,039.00 Total Surcharges: \$8,911.00 Total Parking: \$3,170.00
Total Civil Fees: \$1,899.00 Bail Poundage Collected: \$51.00 Total Bail Forfeited: \$100.00
Total for January: \$40,170.00

Vehicle & Traffic Tickets: 319 Disposed: 284
New Criminal Cases: 39 Disposed: 68 Civil Cases: 2 Disposed: 5
Paid Parking Tickets: 89 Dismissed Traffic Tickets: 57

JANUARY 2019 POLICE DEPARTMENT REPORT SUBMITTED BY ADMINISTRATIVE SERGEANT ANTHONY AMATETTI:

CALLS FOR SERVICE

TOTAL CALLS – 2,039
NON CRIMINAL OFFENSE – 0
CRIMINAL OFFENSE – 204
ARRESTS – 44

TRAFFIC REPORT

TRAFFIC TICKETS – 324
PARKING TICKETS – 118
DWI/DWAI – 0
GAS – \$1,866.32/1144G
MVA – 28

OVERTIME/HOURS

TRAINING

Property / Evidence Management - Young

MVA ACCIDENT REPORT

FOIL REQUESTS

JANUARY 2019 FILTRATION PLANT REPORT SUBMITTED BY ERNEST MABEE, CHIEF OPERATOR:

Production: Lake Mombasha 22,742,721 Gallons / 30,704,794 Gallons LY 2018
Well #4: 4,084,428 Gallons / 1,606,406 Gallons LY 2018

Consumption: 26,827,149 Gallons / 32,311,200 Gallons LY 2018

Water Samples / Testing: OK
Rainfall: 6.14
Reservoir: Full

Miscellaneous:

Mark Outs
2 Reservoir Inspections
Final Water Reads
Daily Equipment Maintenance at Plant and Well
Weekly and Monthly Water Testing to Lab, All Results Good
Aqua Logics – Static IP Address
Lanc& Tully, Notified for Water Turned Off to Smithfield
Water Plant Boiler Serviced
Read Water Meters
All Dept Generators Serviced
Old K-Mart Check Valve Broke

JANUARY 2019 TREASURER’S REPORT SUBMITTED BY CATHERINE MURRAY:

Treasurer's Report
 Village of Monroe
 January 2019

SIGNIFICANT ACTIVITY (REVENUES)

Bank interest	4,145
Planning Board Fees	9,478
Rental Real Property	7,196
Business & Occupational Licenses	5,500
Building Permits	11,441
Fines & Forfeited Bail	21,089

SIGNIFICANT ACTIVITY (EXPENDITURES)

PD Contractual	19,482
St Maintenance Asphalt	15,152
St Maint Equipment Maintenance	9,079
Snow Removal General Maintenance	7,632
Purification Contractual (water fund)	10,885

Health Insurance - General Fund	98,052
- Water Fund	16,841
	<hr/>
	114,893

STATUS OF FY2019 CONTINGENCY ACCOUNTS

CURRENT BALANCE

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

COMMENTS:

We have completed 8 months of the fiscal year and expenses should be at 66.7%. The expenses are at 65.0% for the General Fund and 66.6% for the Water Fund.

Respectfully submitted,
 Catherine Murray
 Treasurer

JANUARY 2019 BUILDING DEPARTMENT AS SUBMITTED BY ASSISTANT BUILDING INSPECTOR PROULX:

Building Permits Issued:	11
Rental Inspections Completed:	18
Title Searches Completed:	14
Violations Issued:	6
Building Permit Inspections performed:	58
C.O's Issued:	15
Fire Inspections	0
Open, active building permits	241
FOIL Requests	2
Building Permit Fees:	\$ 9,016.00
Rental Permit Fees:	475.00
Flood Permit Fees:	0.00
Fire Inspection Fees:	0.00
Title Search Fees	<u>1,650.00</u>
Total Fees Collected	\$11,141.00

Monthly Assessor's report filed
Attend Monthly Planning Board and ZBA meetings
Monthly report to FD for Solar
Daily cash deposits to Clerk
2 Court Appearances
Bi Monthly mailing for expired permits
Bi Monthly mailing for rental permit renewals

MONROE FIRE DISTRICT OFFICERS 2019:

**Commissions: John Centofanti, Jason Kalter, Pat Patterson, Thomas M. Smith Dep. Chair,
Thomas P. Sullivan, Ch.**
Secretary: Mary Ellen Beams
Treasurer: Richard Goldstein
Chief John Scherne, 1st Ass't Chief Rich Lenahan