

**BOARD OF TRUSTEES MEETING  
TUESDAY, OCTOBER 15, 2013**

The Board met at 6:30 PM in a workshop session with Lanc & Tully representative, John O'Rourke, PE and representative from Cornerstone Environmental Group, DPW Supt. Smith, with regard to Crane Park Projects, i.e., Mill Pond Dam and Mill Ponds.

The second of the bi-monthly meetings of the Board of Trustees was held on Tuesday, October 15, 2013 at 7 PM in the Boardroom of the Village Hall, 7 Stage Road, Monroe, NY. Mayor Purcell called the meeting to order and led in the pledge to the flag. Emergency exits were announced.

**Present:** Mayor Purcell; Trustees Gormley, Chan, Wright and Conklin

**Also present:** Attorney Bonacic, Treasurer Murray, Building Inspector Wilkins, DPW Supt. Smith, Police Chief Melchiorre, Village Justice Strauss and Village Clerk Carey

**M-W JEWISH COMMUNITY CENTER EITZ CHAIM CONSTRUCTION BOND  
EXTENSION:** see minutes page 55, 10/2/12

Attorney Benjamin Ostrer on behalf of Congregation Eitz Chaim in correspondence dated October 1, 2013 requested an extension of the parking lot bond held by the Village. The installation and additional pavement would represent a financial hardship at this time. Repairs and maintenance to the parking lot and storm water basin have been completed and inspected by Assistant Building Inspector Cocks. In a memo to the Board dated October 3, 2013, Assistant Building Inspector Cocks advised that he inspected the property regarding the repairs and all have been completed with the exception of the final top coat of the parking lot. On a motion by Trustee Conklin seconded by Trustee Chan, it was:

**RESOLVED**, the Board of Trustees approved an extension on the construction bond / Performance Bond being held by the Village for Eitz Chaim Monroe-Woodbury Jewish Community Center, 1465 Orange Turnpike to June 30, 2014.

**Ayes:** Trustees Chan, Wright and Conklin

**Nays:** None

**Abstain:** Trustee Gormley

**CHRISTMAS NATIVITY – SACRED HEART CHURCH HOLY NAME SOCIETY:**

On a motion by Trustee Conklin seconded by Trustee Chan, with all in favor, it was:

**RESOLVED**, the Board of Trustees approved the request of Sacred Heart Church Holy Name Society to provide a Christmas Nativity display in Crane Park for the Christmas Holiday. Coordination will be made with DPW Supt. Smith. A Certificate of Insurance must be filed.

**PD ANNUAL MAINTENANCE RENEWAL – KONE ELEVATOR:**

On a motion by Trustee Wright seconded by Trustee Chan, with all in favor, it was:

**RESOLVED**, the Board of Trustees approved the Police Department's service maintenance agreement with Kone Elevators for Period 9/1/13 to 8/31/14 at a budgeted cost of \$2,390.10. (Contract 40081224, Invoice 221271841, Customer Number 238178)

**CREATION OF 4<sup>TH</sup> POSITION – P/T COURT ATTENDANT:**

On a motion by Trustee Chan seconded by Trustee Gormley, it was:

**RSOLVED**, the Board of Trustees hereby create the Civil Service position of Court Attendant, Title 1199, as per job classification specifications on file with the Orange County Department of Human Resources. This position is under the direction of Village Justice Forrest Strauss. It is further

**RESOLVED**, the Village Clerk is authorized to submit an MSD-222 – New Position Duty Statement for said position.

**Ayes:** Trustees Gormley, Chan, Wright and Conklin

**Nays:** None

### **COURT OFFICER APPOINTMENT: STANGENBERG / RAHN**

Village Justice Strauss, Acting Justice Lezak and Mayor Purcell completed interviews for prospective court office candidates two weeks ago. Top two candidate's choices were submitted to the police department for standard background checks. Both candidates passed the checks. Recommendation was to appoint John Stangenberg and Robert Rahn. On a motion by Trustee Chan seconded by Trustee Conklin, it was:

**RESOLVED**, the Board of Trustees accepted the recommendation of the interviewing committee and appoint John R. Stangenberg, 507 Peenpack Trail, Sparrowbush, NY 12780 to the position of part-time Court Attendant, Civil Service Title #1199 effective date of appointment is October 30, 2013 at \$15/hour with a one year probationary period. It is further

**RESOLVED**, upon approval of the creation of a 4<sup>th</sup> part-time Court Attendant Position, Title 1199, by Orange County Human Resources, the Board approves the appointment of Robert H. Rahn, 9 Boyd Road, Monroe, NY at \$15/hour with a one year probationary period.

Ayes: Trustees Gormley, Chan, Wright and Conklin

Nays: None

### **PD SURPLUS 2007 FORD CROWN VICTORIA / SELL THROUGH AUCTION:**

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

**WHEREAS**, in accordance with State Law requiring that equipment no longer needed by the municipality be sold at fair market value; and

**WHEREAS**, the following Police Department Vehicle is hereby declared SURPLUS (no longer mechanically sound) to the needs of the village, authorize it removal from inventory and directs that the 2007 Ford Crown Victoria (VIN # 2FAHP71W07X100871) be auctioned to the highest bidder.

Ayes: Trustees Gormley, Chan, Wright and Conklin

Nays: None

Marshall and Sterling will be notified upon the vehicle being sold.

### **CHABAD OF ORANGE COUNTY APPROVAL OF THEIR SPONSORING A CHANUKAH MENORAH 11/27-12/5/13:**

On a motion by Mayor Purcell seconded by Trustee Conklin, with all in favor, it was:

**RESOLVED**, the Board of Trustees approved the request of Rabbi Peach Burston, Chabad of Orange County, to sponsor the Chanukah Menorah in Crane Park for this coming Chanukah season, November 27<sup>th</sup> to December 5<sup>th</sup>, 2013. Coordination of delivery and removal shall be made with DPW Supt. Smith. A certificate of insurance will be filed.

### **COMPLIMENTARY HOLIDAY PARKING IN THE METERED GENERAL BUSINESS DISTRICT:**

On a motion by Trustee Chan seconded by Trustee Wright, and carried, the Board declared "Complimentary Holiday Parking" from December 1, 2013 to January 2, 2013 in the Central business district of the Village.

### **TOWN ASSESSOR'S REQUEST FOR ADOPTION OF LOCAL LAW – "EXEMPTION FOR PERSONS WITH DISABILITIES AND LIMITED INCOME":**

Assessor April McDonald is requesting the Village adopt a local law allowing for exemption for persons with disabilities and limited income (RPTL 459-C). The County, Monroe-Woodbury School District and Town of Monroe have already exercised their option to adopt the law. For those eligible, the maximum household income is \$36,000 annually. There are currently 2 residents in the Village of Monroe who would qualify. The fiscal impact of implementing this exemption in the Village is approximately \$1,160. Attorney Bonacic advised that the Board can adopt the exemption through resolution rather than Local Law. On a motion by Trustee Wright seconded by Trustee Conklin with all in favor, it was:

**RESOLVED**, the Board does hereby adopt the “exemption for persons with disabilities for those eligible with a maximum household income of \$36,000/year”.

Discussion followed. Trustee Chan favored holding a Public Hearing to hear public comment for or against the proposed exemption.

## **MOTION WITHDRAWN.**

On a motion by Trustee Chan seconded by Trustee Gormley, with all in favor, it was:

**RESOLVED**, the Board of Trustees does hereby authorize a Public Hearing to be scheduled on November 19, 2013 at 7 PM to consider adoption of a Local Law to provide for a partial real property tax exemption for disabled persons with household income of less than \$36,000/ year.

## **MONROE-WOODBURY SCHOOL BUS AGREEMENT:**

From time to time the Monroe-Woodbury School District has buses no longer being used for transporting children and will lease those buses to certain entities including municipal corporations. The Monroe Police Department is interested in leasing one of those buses to use for transporting barricades and cones for emergency situations. A lease agreement from the school district was received and reviewed and approved by Attorney Bonacic. On a motion by Trustee Wright seconded by Trustee Gormley, it was:

**RESOLVED**, the Board of Trustees approved a “School Bus Lease Agreement” between the Village of Monroe and the Monroe-Woodbury School District for the purpose of leasing a school bus for use by the Police Department. The Village shall be responsible for all costs and expenses associated with the operation, maintenance and repair of the equipment, including but not limited to the cost of public liability and property damage insurance, fire insurance and compensation insurance of drivers and the cost of collision insurance on a per mile basis to be provided to the Village at the beginning of the term. At the conclusion of the lease, the Village shall deliver to the School District any and all records relating to its use of the equipment, upon the return of the equipment to the School District. It is further

**RESOLVED**, the Village shall provide the School District with an insurance certificate naming the Monroe-Woodbury School District as an additional insured party and evidencing the following minimum coverage’s and limits: (a) commercial general liability insurance \$1,000,000 per occurrence / \$2,000,000 aggregate; (b) vehicle rental insurance \$1,000,000 per occurrence / aggregate; and (c) worker’s compensation and disability insurance at the statutory limits. It is Further

**RESOLVED**, the Village will defend, indemnify and hold harmless the School District for any claims, demands, lawsuits, judgments, losses or expenses (including reasonable attorneys fees) arising from their use of the School District vehicle under this Agreement, which is caused by or results from the negligence of any of its officers, employees, agents or representatives, to the maximum extent permissible by law. It is further

**RESOLVED**, that Mayor Purcell is hereby authorized to sign said agreement to be returned to the Board of Education of the Monroe Woodbury School District for approval.

(A copy of the full agreement is on file with the Village Clerk)

Ayes: Trustees Gormley, Wright and Mayor Purcell

Nays: None

Abstain: Trustee Chan and Conklin

## **HISTORIAN’S COTTAGE ROOF REPLACEMENT:**

Trustee Conklin received 3 bids to replace the roof of the Historian’s Cottage at 400 Stage Road. Bids were E & D Home Improvements \$4,400, 5 Star Construction Unlimited, LLC \$4,500 and Cornerstone Associates \$5,300; project material to be supplied by the Village. The Board had questions that needed clarification prior to deciding on a contractor.

## **NORTH MAIN SIDEWALK REPLACEMENT PROJECT PAYMENT AUTHORIZATION:**

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

**RESOLVED**, the Board of Trustees accepted the recommendation of Lanc & Tully, PC, John O'Rourke, PE, based on the review of documents submitted and the satisfactory completion of the complete contract work, approve payment as requested by contract, R. O. Excavating Co., Inc. in the amount of \$87,998.50 for payment No. 1 and in the amount of \$4,631.50 for Payment No. 2 subject to approval by Orange County Community Development. (Federal Contract No.: B-13-UC-36-0105 / County Contract No.: 30/138693.7150A13)

**Ayes:** Trustees Gormley, Chan, Wright and Conklin

**Nays:** None

On a motion by Trustee Conklin seconded by Trustee Gormley, with all in favor, it was:

**RESOLVED**, the Board accepted the recommendation of Attorney Bonacic as form and sufficiency of the Maintenance Bond through Colonial Surety Co., Montvale, NJ in the amount of \$4,631.50 for a period of one year against all defects in workmanship and materials which may become apparent during said period.

## **LETTER TO GOVERNOR CUOMO & CONGRESSMAN MALONEY URGING SUPPORT OF EXIT 131 INTERCHANGE IMPROVEMENTS:**

On a motion by Trustee Chan seconded by Trustee Wright, and carried, it was:

**RESOLVED**, the Board authorized the Mayor to send a letter on behalf of the Board to Governor Cuomo and Congressman Maloney urging them to support the crucial improvement to the 131 Exit Interchange. This is more than a quality of life issue. It is vital to the economic health of the greater Hudson Valley and Metropolitan area as it sits at the bottom of a narrow funnel at the connecting point of 4 state highways: Route 32 / Route 17M (connecting to Interstate Route 86) / the New York State Thruway / Route 6 connecting to the Palisades Parkway. Work was to have begun on Phase I of the two-[phase project this year (2013). Subsequently that start date was pushed back to 2017 and has now been delayed indefinitely. We recognize the monetary constraints facing all levels of government. At the same time, the Hudson Valley / Greater Metropolitan area is a major economic engine to New York State's economy – from businesses to warehouses, Woodbury Commons, other shopping centers and the tourist industry. Road networks that move people safely and efficiently to and from these destinations are essential to keep them healthy and growing. The 131 Exit Interchange is not just a local issue—it is a regional issue. The people and businesses of this region need their support and intervention to move this project forward. Money and time has already been expended to design an approved plan to reconfigure the road system. A time table is needed to implement this.

## **NOVEMBER 7<sup>TH</sup> MEETING CANCELLED:**

Due to Election Day use of Village Hall on November 5<sup>th</sup>, the 1<sup>st</sup> bimonthly meeting of the Board was scheduled for Thursday, November 7<sup>th</sup>. The Mayor, Village Attorney and Village Clerk will not be able to attend that meeting due to another municipal function. On a motion by Trustee Chan seconded by Trustee Conklin, and carried, the November 7<sup>th</sup> Village Board Meeting is hereby cancelled due to a scheduling conflict.

## **OFFICES TO BE FILLED @ MARCH 18, 2014 VILLAGE ELECTION:**

On a motion by Trustee Wright seconded by Trustee Conklin, with all in favor, it was:

**RESOLVED**, the Board of Trustees designate the following offices to be filled pursuant to Section 14-104, subdivision 3 (a) of the Election Law, at the Village Election to be held on Tuesday, March 18, 2014:

**MAYOR – 4 YEAR TERM  
TRUSTEE – 2 POSITIONS, 4 YEARS EACH**

## **WATER DEPARTMENT CHEMICAL BID 2014:**

On a motion by Trustee Conklin seconded by Trustee Gormley, and carried, it was:

**RESOLVED**, THE Board of Trustees authorized the Village Clerk to prepare and advertise for Chemical bids for the Water Department for calendar year 2014.

## **MAYOR'S REPORT:**

Mayor Purcell thanked

- Trustee Conklin for coordinating supplies with Anthony Cuomo at Laura Ann Farms and picking up the material to decorate the gazebo. Trustee Conklin and Mayor Purcell had a fun day doing the decorating. Trustee Conklin is working on decorating plans for the holidays.
- Geri DeAngelis and the Garden Club volunteers who decorated the light posts with Halloween decorations in the downtown including the flowers at Village Hall. Great job!
- The Monroe-Woodbury Art Department for painting the windows in the downtown with Halloween themes. This was coordinated through our Activities Committee, Trustee Gormley and Deputy Treasurer Doherty, who co-chair the committee.
- all the employees at Village Hall. We made some changes in the last few months. It's working out great. Departments are working as a team and processes are running smoothly. Some offices upstairs have been rearranged to make it more work friendly.
- All department heads and Trustees for the positions they fill. To the Trustees as liaisons you are doing a great job of making protocol happen. Thank you all for your commitment and the communication with me.

## **HALLOWEEN PARADE 10/27/13 @ 12:30 PM:**

A reminder to all, the Activities Committee is sponsoring its second Halloween Parade on Sunday, October 27<sup>th</sup> beginning at 12:30 PM. They will march through the downtown Central Business District to Smith's Clove Park where they will join in the planned festivities there.

## **COMMUTER PARKING LOT EXTENSION ON MILL POND PARKWAY:**

The Department of Public Works has started a project to extend the commuter parking lot on Mill Pond Parkway. The existing lot will include the recently purchased vacant land that was formerly the Ross Lumber Yard. Supt. Smith took the initiative when he read in the Times Herald Record about the overflow of commuter parking lots throughout the County. He called David Church, Commissioner of the Orange County Planning Department and told him we have a lot ready to go. He secured \$182,000 to pay for all construction. As a result, the Village of Monroe will now have an express route bus to Manhattan.

**PUBLIC COMMENT:** No one was present.

**ATTORNEY COMMENT:** Attorney Bonacic commented that Chief Melchiorre has asked him to review our parking ticket legislation to make it stricter whereby any individual who receives a parking ticket that builds up to 2 or 3 tickets that are not answered or paid the PD would have the right to tow that vehicle. Attorney Bonacic will draft legislation for the Board's consideration for the next meeting.

## **EXECUTIVE SESSION / ADJOURNMENT:**

On a motion by Trustee Conklin seconded by Trustee Gormley, and carried, the meeting was closed at 7:45 PM. Following a short recess, the Board convened in Executive Session for Attorney/Client privilege.

## **ADJOURNMENT:**

On a motion by Trustee Gormley seconded by Trustee Chan and carried no further business, the meeting was adjourned at 8:30 PM.

Respectfully submitted,  
Virginia Carey  
Village Clerk