

**BOARD OF TRUSTEES
TUESDAY, DECEMBER 3, 2013**

The first of the bi-monthly meetings of the Board of Trustees was held on December 3, 2013 at 7 PM in the Boardroom of the Village Hall, 7 Stage Road, Monroe, NY. Mayor James Purcell called the meeting to order and led in the pledge to the flag. Emergency exits were announced.

MINUTE APPROVAL: NOVEMBER 19, 2013

On a motion by Trustee Gormley seconded by Trustee Chan, the Minutes of the November 19, 2013 Meeting were approved.

APPOINTMENTS: DEBORAH PROULX, ZBA / ANN MARIE MORRIS, PK COMMISSION

On a motion by Trustee Conklin seconded by Trustee Wright, and carried, on recommendation of Park Commission Chairman, Tony Cardone, Ann Marie Morris was reappointed as a member of the Monroe Joint Park Recreation Commission for a 5-year term (12/3/13 – 12/2018). Ann Marie has served as a member of the Park Commission for 11 years.

On a motion by Trustee Conklin seconded by Trustee Chan, and carried, on recommendation of ZBA Chairman Paul Baum, Deborah Proulx was reappointed to the Zoning Board of Appeals for a 5-year term (12/3/13 – 12/2018).

CREATION OF SIXTH P/T DISPATCHER POSITION PER PBA CONTRACT:

In order to proceed with the hiring of the sixth part-time dispatcher position the Board authorized in the Agreement between the Village of Monroe and the Monroe Police Benevolent Association, Inc., a “New Position Duty Statement” for the position must be approved by the Orange County Department of Human Resources. On a motion by Trustee Wright seconded by Trustee Chan, with all in favor, it was:

RESOLVED, the Board of Trustees hereby creates the Civil Service Position of Part-time Dispatcher, as per job classification on file with the Orange County Department of Human Resources. This position is under the direction of Police Chief Melchiorre. It is further

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

RESOLVED, upon approval from the O.C. Department of Human Resources, the Board reaffirmed the appointment of Allie Montross.

INTER-MUNICIPAL AGREEMENT W/ COUNTY: PD LAPTOP EQUIPMENT

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

RESOLVED, the Board of Trustees approved an Inter-municipal Agreement between the County of Orange, by and through its Department of Emergency Services and Sheriff’s Office and the Village of Monroe by and through its Police Department to improve mobile data communications and GPS/AVL information among first responders by enhancing the capabilities of patrol officer’s access to critical information. To accomplish this goal, the County will provide the Village of Monroe Police Department with a Panasonic TB-53, dock, printer and scanner with Laptop Equipment with the following stipulations:

- 1] The Village agrees that it shall be solely and fully responsible for the cost of all repairs and maintenance not covered under the service warranty plan provided with the Equipment at time of Equipment purchase and those routine repairs and servicing of the Equipment from the date of expiration of the service plan until termination of this agreement.
- 2] The Village agrees to operate and maintain the Equipment consistent with all manufacturer’s recommendations and specifications and in such a manner as required to keep the Equipment operational and service-ready.
- 3] The Village agrees not to dispose of the Equipment without the express written permission of the COUNTY. The County reserves the right, in its sole discretion, to demand that the Equipment be returned to the County for disposal within thirty (30) days of the County’s request for return.

4] The Village acknowledges that the equipment must be available for delivering future County mobile software applications specific to records sharing and 911 communications services provided by the County.

5] The village, by its signature on the Agreement, certifies that at the time of execution of the Agreement it is in full compliance with all standards set by the United States Department of Homeland Security, Federal Emergency Management Agency's National Incident Management System, National Response Framework and Incident Command System, as each may be amended or updated from time to time, and that it will remain in compliance during the entire term of this Agreement.

It is further RESOLVED, that Mayor Purcell is hereby authorized to sign said agreement returnable to Craig W. Cherry, Deputy Commissioner, Orange county Department of Emergency Services, Division of Police Services, Traffic Safety / Stop DWI Coordinator, 22 Wells Farm Road, Goshen, NY 10924. The agreement shall be in effect until terminated by either party.

Ayes: Trustees Gormley, Chan, Wright and Conklin

Nays: None

2013 ORANGE COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT MUNICIPAL AMENDMENT – NORTH MAIN STREET SIDEWALK PROJECT:

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

RESOLVED, the Board of Trustees approved an amendment to the 2013 Community Development Block Grant 2013 for Sidewalk Improvements on North Main Street as follows:

Public Improvements:	(30/138692.7510 A13)	\$70,000.00	Original Grant
	(30/128692.7510 A13)	\$12,789.18	Additional Funding
	(30/108692.7510 A13)	\$ 6,559.15	Additional Funding
	(30/098692.7510 A13)	\$ 860.07	Additional Funding
	((30/048692.7510 A13)	<u>\$ 2,421.40</u>	Additional Funding
	New Total	<u>\$92,630.00</u>	

Original Project Scope:

In order to improve the deteriorated sidewalk surfaces on North Main Street, between Ash Street and Elm Street, the Village replaced approximately 2,000 linear feet of existing sidewalks with new concrete sidewalks. Due to funding limitations, the proposed project area may be reduced.

Amended Project Scope:

Due to a scheduling conflict with Orange & Rockland Utilities, the work area has been revised as follows: Work area for the sidewalk replacement along North Main Street (west side) is eliminated between Elm Street and Forest Ave. The area from Forest Ave to Ash Street will remain. The following areas are added in lieu of the area eliminated – North Main Street (east side) from Forest to Charlton Place, Ash Street (north side) from North Main Street to Elm Street. Additional sidewalk will be installed on Anderson Place from North Main Street to Elm Street and North Main Street from Charlton Place to Spring Street. Total linear feet of sidewalk installed: 2,306 LF.

In all other respects, the provisions of the prior municipal agreement dated May 20, 2013, shall remain in full force and effect and shall be binding upon the parties referred to above. It is further

RESOLVED, Mayor Purcell is hereby authorized to sign the municipal amendment as required.

Ayes: Trustees Gormley, Cham. Wright and Conklin

Nays: None

EQUIPMENT DISPOSITION: VILLAGE HALL / HWY/ BLDG DEPT.

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

Whereas, Village Hall computers purchased in 2008 were recently replaced due to upgrades in the computer system.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of Trustees the following computer equipment is hereby declared “surplus and of no value, and authorize removal from inventory and disposal thereof:

DATE	INVENTORY #	ITEM	DEPT CODE	CLASS CODE	ASSET COST
4/10/2008	484	Treas Computer M3400 Intel Core 2 DUO T7	1325	500	\$1840.00
4/10/2008	485	V/Clerk Computer M4300 Intel Core DUO T725	1620	500	\$1,840.00
4/10/2008	486	B/Insp Laptop Computer M4300 Intel Core 2 DUO T7	3620	500	\$1,840.00
4/10/2008	487	Asst BI Laptop Computer M4300 Intel Core 2 DUO T7	1520	500	\$1,840.00
4/10/2008	488	Hwy Computer & Monitor Optiplex 755 Pentium Dual	5110	500	\$1,022.16
4/10/2008	490	BI Computer & Monitor Optiplex 755 Pentium Dual	3620	500	\$1,840.00

It is further, RESOLVED, all hard drives shall be destroyed by our IT people and all information deleted from computers as listed above.

Ayes: Trustees Gormley, Chan, Wright and Conklin

Nays: None

SMITH FARM, GILBERT STREET (TM# 203-1-1.1, 1.2) – INFRASTRUCTURE IMPROVEMENTS:

In correspondence dated 11/20/13 received from the Planning Board, the following recommendations as received from Pietrzak & Pfau Engineering, Mark W. Siemers, P.E. were discussed and endorsed by Village Engineer John O'Rourke and Planning Board as follows:

1] Accept dedication of approximately 1,136 square feet of land from S/B/L 201-1-2.1 (Chase Bank) to the Village for the realignment of the Gilbert Street – Route 17M intersection curb return.

2] Authorize to installation approximately 1,700 linear feet of 8” water main, including required concrete encasement, hydrants and approximately 20 service connections to the existing curb stops, from the Gilbert Street – NY Route 17M intersection to the existing 8” water main stub located in Gilbert Street.

3] Authorize installation of drainage piping associated with the proposed parallel drainage system along Gilbert Street and NYS Route 17M. This proposed piping runs from the piping outlet located on the east side of NY Route 17M, to proposed MH D-9-1 located in the right-of-way of Gilbert Street, south of proposed Road “C” associated with the Smith Farm project.

4] The Planning Board also recommends that the Village Board require, receive and review a bond/cost estimate proposal from Smith Farm for the above 3 items only as final approval for the site plan/subdivision.

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

RESOLVED, the Board of Trustees accepted the recommendation of the Planning Board, as referenced above, for infrastructure improvements for the Smith Farm Subdivision on Gilbert Street (TM# 203-1-1.1, 1.2).

Ayes: Trustees Gormley, Chan, Wright and Conklin

Nays: None

MAYOR'S REPORT:

Mayor Purcell thanked Trustee Conklin for her time, effort and holiday spirit as she spearheaded the effort to decorate the gazebo on the island in Crane Park. She and Mayor Purcell spent 4 hours there on Sunday, December 1st.

Thanks to the efforts of our DPW our downtown has a festive look with holiday wreaths and lighting.

Kudos to the Monroe Police Department PBA for spear heading the yearly toy drive to benefit residents of the Village of Monroe in need.

BOARD COMMENT:

Trustee Conklin requested when the advertisement goes in the paper for our Holiday Festival (12/21), that in the spirit of giving, everyone attending bring a canned or boxed good to donate to the Monroe food pantry.

PUBLIC COMMENT: No one was present from the public.

ADJOURNMENT / EXECUTIVE SESSION:

On a motion Trustee Chan seconded by Trustee Gormley and carried, the meeting was closed at 7:20 PM. Following a short recess, the Board convened in Executive Session for discussion of personnel concerning Police Department and DPW and Attorney Client as it relates to All Mine of Orange, Inc.

On a motion by Trustee Conklin seconded by Trustee Chan, and carried, the Open Meeting resumed at 8:15 PM.

4th DISPATCHER POSITION:

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

RESOLVED, the Board authorize Police Liaison, Trustee Wright, to contact our Labor Attorney, Judith Crelin Mayle, Thomas, Drohan, Waxman, Petigrow & Mayle, Hopewell Junction, NY and have her prepare a letter in response to the letter received, dated 10/16/13, from, PBA Attorney, Anthony Solfaro, regarding the matter of filling the 4th full-time dispatcher position pursuant to the collective bargaining agreement.

No further business, on a motion by Trustee Chan, seconded by Trustee Conklin and carried, the meeting was adjourned at 8:25 PM.

Respectfully submitted,

Virginia Carey
Village Clerk