

**BOARD OF TRUSTEES WORKSHOP  
TUESDAY, AUGUST 18, 2015 @ 6:15 PM**

**LAKE STREET REHABILITATION PROJECT BID DISCUSSION:** Creighton Manning Engineering representative Doug Teator, P.E, was present at 6:15 PM to explain where the bid discrepancies occurred in the recently rejected bid for the Lake Street Rehabilitation Project. Engineer Teator explained the advantage of rebidding the project and commencing work in the spring. Bidding will occur in October and the bid would be awarded in December

**Present:** Mayor Purcell; Trustees Conklin, Dwyer and Chan  
**Also present:** DPW Supt. Smith and Village Clerk Carey

Trustee Gormley arrived at 6:30 PM.

**BOARD OF TRUSTEES MEETING  
TUESDAY, AUGUST 18, 2015 @ 7 PM**

The Regular Meeting of the Board of Trustees Meeting was held on Tuesday, August 18, 2015 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.

**Present:** Mayor Purcell; Trustees Conklin, Gormley, Dwyer and Chan.  
**Also present:** Attorney Bonacic, Treasurer Murray, DPW Supt. Smith, Police Chief Melchiorre and Village Clerk Carey

**Absent:** Building Inspector Wilkins (on vacation)

**MOMENT OF SILENCE IN MEMORY OF MICHAEL F. PROULX:**

Mayor Purcell called for a moment of silence in memory of Michael Proulx, husband of our Planning Board / Building Department Secretary. Michael died suddenly on Saturday, August 15<sup>th</sup>. Our thought and prayers go out to Deb and her family.

**MINUTE APPROVAL: JULY 6<sup>TH</sup> SPECIAL MEETING AND JULY 21<sup>ST</sup> SPECIAL MEETING:**

On a motion by Trustee Gormley seconded by Trustee Chan, the minutes of the July 6, 2015 Special Meeting were approved.

**Ayes:** Trustees Gormley, Chan and Mayor Purcell  
**Nays:** None  
**Abstain:** Trustees Conklin and Dwyer (absent)

On a motion by Trustee Gormley seconded by Trustee Conklin, the minutes of the July 21, 2015 Meeting were approved.

**Ayes:** Trustees Conklin, Gormley and Mayor Purcell  
**Nays:** None  
**Abstain:** Trustees Dwyer and Chan (absent)

**APPOINTMENTS: DPW LABORERS – TIMOTHY STAIANO / WM OSTROWSKI**

In response to the Help Wanted Ad published on July 10<sup>th</sup>, 11<sup>th</sup> & 12<sup>th</sup>, interviews were held for the most qualified candidates to fill position in the Department of Public Works. DPW Supt. Smith has recommended that Timothy Staiano and William Ostrowski be hired for full time positions as laborers filling vacancies in the department. Both men were present. On a motion by Trustee Gormley seconded by Trustee Chan, and carried, it was:

**RESOLVED**, the Board accepted the recommendation of DPW Supt. Smith and appoint the following to the full time position of Laborer:

Timothy J. Staiano, Monroe, NY at \$23.76/hour (after 90 days \$24.76 per IBEW Contract) start date 9/28/2015

William C. Ostrowski, Greenwood Lake, NY at \$23.76/hour (after 90 days \$24.76 per IBEW Contract) start date 9/1/15

**BID AWARD- 2015 F-250 4X4 CREW CAB TRUCK W/ 2012 F-150 TRADE-IN:**

One bid was received and opened on August 14, 2015 for a 2015 F-250 4x4 Cab Truck with Trade-in of a 2012 F/150 XL 4x4 Pickup. On a motion by Trustee Gormley seconded by Trustee Chan, it was:

**RESOLVED**, the Board accepted the recommendation of DPW Supt. Smith and awarded the bid to Healey Brothers, 2528 Route 17M, Goshen, NY as follows:

**2015 Ford Truck F-250 Super Duty 4WD W 2B Crew Cab XLT with Trade-in of 2012 Ford F-150 in the amount of \$33,075.**

Payment of truck shall be allocated from budget line A5110.250.

Ayes: Trustees Conklin, Gormley, Dwyer and Chan  
Nays: None

**IMPACT TRAINING CONFERENCE ATTENDEE AUTHORIZATION:**

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

**RESOLVED**, the Board approved the attendance of Lieutenant Conklin and Police Officer Gatto at the annual IMPACT Training Conference at the Gideon Putnam Resort in Saratoga Springs, NY on September 14<sup>th</sup> through September 16<sup>th</sup>. The cost would be one night hotel accommodations at \$168 charged to budget line A3120.472, Education. There is no charge for the conference and no overtime cost will be incurred.

Ayes: Trustees Conklin, Gormley, Dwyer and Chan  
Nays: None

**APPOINTMENT: MATTHEW C. GAMB, P/T DISPATCHER:**

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

**RESOLVED**, the Board of Trustees accepted the recommendation of Police Chief Melchiorre and appointed Matthew C. Gamb to the position of part-time dispatcher, effective 8/24/15 at a salary of \$18.73/hour. Mr. Gamb fills the vacancy of Pawel Dudzinski who recently resigned.

**NORTH MAIN STREET SIDEWALKS – 2015 CDBG30/138693.7510A15:**  
**(see minutes page 195)**

It was the recommendation of the Village Engineer that the North Main Street Sidewalk Project be rebid at a reduced scope. On a motion by Trustee Gormley seconded by Trustee Conklin, it was:

**RESOLVED**, the Board of Trustees accepted the recommendation of the Village's Engineer, John O'Rourke, P.E., Lanc & Tully Engineering PC and reject the bid for the North Mains Street Sidewalk Project, County Contract No. 30/138693.7550A5, opened on July 15, 2015.

Ayes: Trustees Conklin, Gormley, Dwyer and Chan  
Nays: None

Trustee Conklin asked about installing curbing in addition to sidewalks on North Main St. referring to a letter received from James Bannon. Mr. Bannon feels that without curbs, trucks and cars that park on North Main will continue to park on the sidewalk and destroy them. Supt. Smith said that the cost would increase or only allow half of the intended area to have new sidewalks. Trustee Conklin said having attended North Main Street School the street is heavily travelled by children attending school and pedestrians walking and cars do park on the sidewalk leaving a reduced walking area. It has always been a long standing problem she said. Mayor Purcell asked Chief Melchiorre if there has been a problem with pedestrians meeting with vehicles. Chief Melchiorre said there have been no issues during his 40 years. The Police Department does enforce the code for V&T 43.1 that does not allow parking on sidewalks, Mayor Purcell said. Supt. Smith said if you start putting in curbing, you have to change all sidewalks because of elevations and cut back further into residents' lawns. Mr. Bannon's concern was the only one received. If later on we do sidewalks from Rte. 208 to Elm Street, curbs could be considered and it would be a straight run. Ash Street had curbing because of

drainage. Elm Street on the backside of Frontier Communications curbing was installed to protect sidewalks from heavy trucks and for curb drainage. There is no parking there now. Oak & Elm Streets were replaced in kind, just the sidewalks were done. Just the washed out areas have curbs so the road won't wash out. There were no requests for curbs when we did the first sidewalk project on North Main Street. Trustee Conklin said in hindsight she would have considered curbs near North Main Street School for pedestrian safety.

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

**RESOLVED**, the Board of Trustees authorized the Village Clerk to advertise for the rebid of the North Main Street Sidewalk Replacement Project, Orange County Community Development Block Grant 2015. Publication will be on Friday, August 21, 2015. Bid Opening will be on September 8, 2015 at 10 AM.

Ayes: Trustees Conklin, Gormley and Chan  
Nays: Trustee Dwyer

**CORNERSTONE MASONIC HISTORICAL SOCIETY MONROE FAMILY 5K RACE & CORNERSTONE MASONIC LODGE OKTOBERFEST 9/26/15 RAIN DATE ADDITION 9/27/15:**

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

**RESOLVED**, the Board of Trustees approved September 27, 2015 as a rain date for the Cornerstone Masonic Historical Society Monroe Family 5K Race and the Cornerstone Masonic Lodge Oktoberfest. Event date 9/26/15 was approved on 6/16/15.

Trustee Chan questioned whether they have to spray paint the roads to give directions to the runners. The paint doesn't come off. It lasts two seasons. Mayor Purcell said we can request certain type paint be used. Attorney Bonacic advised perhaps a bond should be posted and the events application be amended to include this. Attorney Bonacic was authorized to make the change to the Event's Application.

**2015 MONROE CROP HUNGER WALK AROUND LOWER MILL POND 10/25/15:**

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

**RESOLVED**, contingent upon filing a "certificate of insurance, as outlined in the Events Application and coordinating the event with Police Lieutenant Conklin, the Board granted permission to the Monroe United Methodist Church to sponsor the 2015 Monroe Crop Hunger Walk on Sunday, October 25, 2015 from 1:30-4:30 PM. Walk will commence and end at the Monroe United Methodist Church, 47 Maple Ave. and utilize the lower Mill Pond for the walk.

Ayes: Trustees Conklin, Gormley, Dwyer and Chan  
Nays: None

**PROCLAMATION HONORING THE MONROE WOODBURY GIRLS SOFTBALL TEAMS STATE CHAMPIONSHIP:**

**Mayor Purcell offered the following Proclamation:**

**WHEREAS**, the Monroe Woodbury Little League Girls Softball Team 9-10 year olds recently won the State Championship on August 1, 2015 in West Babylon, New York, and will represent our community in the Regionals in West Pittston, Pennsylvania on Saturday, August 8<sup>th</sup>; and

**WHEREAS**, special commendation is due all team members, to Coaches, and team sponsors who have given generously of financial and moral support.

**NOW, THEREFORE**, I, Mayor James C. Purcell, by virtue of the authority vested in me as Mayor of the Village of Monroe, and on behalf of our Village Board and our residents', do hereby extend this expression of our pride in your accomplishment, and our appreciation for the fine publicity you have brought to our community by your good sportsmanship and inspired team play; and

**BE IT FURTHER RESOLVED, that a copy of this certificate be delivered to each of the following, with our best wishes and assurances of our belief that you will bring home a regional title:**

**Coaches: Penny Roberts, Jim O'Brien and Pat Ryan**

**Team: Hanah Armstrong, Anna Paravati, Kelsey O'Brien,  
Emma Lawson, Brianna Roberts, Danielle Ryan,  
Amanda Palmer, Arianna Exarchakis, Maeve Cassidy,  
Lindsay Sundheimer, Maddy Bendix and Jenna Matise**

**Mayor Purcell said the girls took third place in the finals. The team was appreciative of the parade the Village sponsored and community support shown to them.**

**WATER BILLING PENALTY ABATEMENT REQUEST ACCOUNT 10052:**

**Water Account 10052 has accrued penalties on her August Water Bill in the amount of \$17.99. The Town resident was hospitalized from February 26, 2015 to June 17, 2015 and now has 24/7 care. The daughter who lives in Vermont has POA. Bills were sent to Vermont and held at the Post Office while her daughter was here in Monroe dealing with her mother's illness. The water bill was paid but after the deadline and therefore penalty was accrued. It is requested that due to timely payments until this time that the \$17.99 accrued penalty be waived. On a motion by Trustee Chan seconded by Trustee Gormley, and carried, it was:**

**RESOLVED, the Board of Trustees approved a credit of the \$17.99 penalty for Water Account 10052 due to extenuating circumstances.**

**MAYOR'S COMMENTS:**

**Monroe Woodbury Little League Girls Softball Team: Mayor Purcell announced that the Monroe Woodbury Little League Girls Softball Team placed third in the Regional Competitions and Number 1 in NYS for 9 and 10 year olds.**

**Heritage Trail: Mayor Purcell thanked the following for the team effort in seeing the Heritage Trail Project work completed: DPW Supt. Smith and County PW Commissioner Viebrock, and O.C. Executive Steve Neuhaus. Also Senator Larkin who helped fund the commuter lots. Money left after the project was completed was used to finish the Heritage Trail to Clarke Street. Efforts of State, County and Local Government allowed this project to happen.**

**2015 Carnival: Our 2015 Carnival was a successful event. We made \$23,000. Last year we made \$22,000 profit and that money went toward purchase of the Weed Harvester for the ponds. That money will be used for Crane Park projects. Mayor Purcell thanked Activities Chairman and Trustee Conklin and Trustee Gormley for their efforts. Thank you to sub-committee liaisons Leon Plotnitzky and Neil Goldstein for the great job they've done these past two years. To the volunteers and vendors who will receive certificates for their efforts: Amendola's Pizza, Big Mike's Pizza, New York Hot Dog, Charlie Pacula, Lew Masonson, Marilyn Masonson, John Coyne, Mel Sokoloff, Paul Wolvek, Phyllis Plotnitzky and Rick Fiorlo**

**BOARD COMMENT:**

**Trustee Dwyer referred to a complaint received from resident at 92 Edward Place. Supt Smith said the DPW has permission from the Town Highway Supt. to stage sand and stone at the corner of Edward Place and Quaker Hill Road. It is coned off. Pipe and debris is gone. The contractor keeps the area maintained. There have been no complaints from residents of High Street and Quaker Hill Road where work is being done. The job is winding down. The main is completed and within the next 3 weeks the project should be completed. Before the project began, Supt. Smith spoke to the Town of Monroe Highway Supt and he was on-board with the staging area. It is a construction site and this resident does not want to look at it. It is not in front of anyone's home. It was the only area to stockpile construction material.**

**PUBLIC COMMENT:**

**#PRESENT 6**

**TIME: 7:47 PM**

**Resident of 16 Reynolds Road asked if speed on Reynolds Road is being enforced. Chief Melchiorre said it was and also periodic surveys are being done.**

**ADJOURNMENT:**

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

Respectfully submitted,

Virginia Carey  
Village Clerk

**MONTHLY REPORTS:**

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

**JULY 2015 VILLAGE CLERK'S REPORT:**

- 1] Minutes prepared, associated correspondence completed for the July 6<sup>th</sup> Special Meeting and Village Board Meeting of July 21st.
- 2] Permits issued: Handicap: 13 Garage Sale Permits: 12  
Peddler's Permit
- 3] Past due May Water Rents (Cash & money orders only) collected: \$254.05
- 4] Closed out mailing machine for month on 7/31.
- 5] Two Health Insurance Transaction.
- 6] Legal Notices and Help Wanted Ads Published: Water Treatment Plant Operator and Laborer's Help Wanted Ad, P/T Court Clerk & P/T Court Officer position Help Wanted Ad, and RFQ Water Telemetry Appurtenances.
- 7] Bi-Weekly payroll worksheets completed and submitted.
- 8] Daily retrieval of messages left after hours and respond to as required.
- 9] Scan and e-mail pertinent information to Board and Attorney.
- 10] Village Taxes collected through 7/31: 356,233.37 + \$7,939.41 Penalties = \$364,172.78  
Unpaid: \$317,543.82 (141 parcels)
- 11] 175 Unpaid Tax Bill Reminder Letters mailed as mandated by NYS Real Property Law 987.
- 12] Required paperwork filed with O.C. Human Resources for personnel changes.
- 13] Employee Milestone Anniversaries 2015: 15 Years – 2/9 Lt. Conklin, 6/1 PO Ryle; 2/10 Jamie Turnbull; 25 Years: 7/5 Rosa Appleman; 12/1 Frank Vitarelli (ZBA). 40 Years: Chief Melchiorre 10/1

**JULY 2015 BUILDING DEPARTMENT REPORT AS SUBMITTED BY B.I. WILKINS:**

Permits Issued: 27 Building Permits 8 Rental Permits  
Fees Collected: Permits - \$8,874.88 Title - \$1,400 Fire Insp: \$25  
Expired Permit Renewals: \$150  
Certificate of Occupancy or Construction Issued: 38  
Inspections: C.O.'s: 38 Annual Fire: 4 Title: 14  
Code Enforcement: Complaints: 17 Gen'l Violations: 6  
Gasoline: 29.187 Gallons

\*Hidden Creek (214-7,8,9, & 11.1) 137 Townhouses Freeland St. Sect 3 under Construction.

\*Smith Farm (203-1-1.1 & 1.2) 250 Patio Homes, Gilbert Street. Town & Village Planning Board reviewing project.

\*Village Gate (206-5-1) 18 lots Quaker Hill & High St. Last home nearing Completion.

**\*Woodroe Estates (231-1-1.21) 60 lots Reynolds / Rye Hill – Road work ongoing Section 2. one building permit issued to build model house.**

**Status:**

**\*Bridges at Lake Park (Roscoe Property) – before Planning Board**

**\*Congregation Eitz Chaim – Site work incomplete. Village Board granted 1 year extension to complete blacktop.**

**\* Lenza Property 411 Route 17M (TM# 223-1-4) Planning Board site plan extended**

**\* Monroe Free Library – Construction completed. C.O. issued. Separate site work permit extended,**

**to 6/1/15. The site work striping of the parking spaces and signage is completed but some miscellaneous items need to be finished.**

**\*Crystal Run Healthcare – Rt 17M - Site clearing completed, site construction to commence.**

**JULY REPORT FOR DPW SUBMITTED BY BRIAN SMITH, SUPERINTENDENT:**

**Street Maintenance**

1. Street sweeping
2. Street sign maintenance
3. Catch basin repairs
4. Paving completed on Bridge St and Clark St.
5. Prep Maple Knolls for paving scheduled in August
6. Village-wide brush pickup
7. New sidewalks installed on Bridge St.

**Park Maintenance**

1. Weekly garbage pick up
2. Weed Harvest of ponds
3. Weekly mowing and trimming
4. Set up and clean-up of 4<sup>th</sup> of July celebration
5. Set up and clean up for summer carnival

**Water Distribution Maintenance/Filter Plant Maintenance**

1. Water line mark outs
2. Water Plant maintenance
3. Reservoir treated
4. Gilbert St water main improvements installed
5. New water line construction started on Quaker Hill Road
6. Mombasha Reservoir Dam report filled with DEC
7. Meter reading and billing completed

**JULY 2015 POLICE DEPARTMENT REPORT SUBMITTED BY ALEX MELCHIORRE, CHIEF:**

**Calls for Service: 236 Criminal Offense 1,011 Non-criminal Offenses 58 Arrests TOTAL: 1,247**

**Traffic Reports: 273 Traffic Tickets 16 Parking Tickets DWI/DWAI: 2 MVA: 28**

**Gasoline: \$2,299.88 / 1041.5 gallons MVA Accident Reports: 27 Foil Requests: \$6.25**

**OVERTIME: Shift Coverage –379 Court – 10.5**

**OTHER: 152 Holiday 4 STEP 6 SH Carnival 44 Fireworks 29 5K 8 STOP DWI H 29 Cases 3.5 Hispanic Outreach 10 Concert 17 Vlg Carnival 4 CAD Train**

**Training: FBI Basic Photo – Farningham / 911 CAD – Amatetti / Housekeeper / Arndt / Contaxis Impact RMS – Gatto / Active Shooter 2 – Tenaglia / Mahoney / Gomezvega**

**MVA Accident Reports - \$115.50**

**Foil Requests: \$16.98**

**JULY 2015 JUSTICE COURT REPORT:**

**Total Fines: \$32,943.25 Total Surcharges: \$11,252 Total Parking: \$1,130**

**Total Civil Fees: \$3,060 Bail Poundage Collected: \$1.50 Total Bail Forfeited: \$300**

**Total for June: \$40,686.75**

**Vehicle & Traffic Tickets: 302 Disposed: 366**

**New Criminal Cases: 76 Disposed: 61 Civil Cases: 0 Disposed: 1**

