

BOARD OF TRUSTEES MEETING
TUESDAY NOVEMBER 19, 2019
www.villageofmonroe.org

The second of the bi-monthly meetings of the Board of Trustees was held on Tuesday November 19, 2019 at 7:00 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, Behringer, Conklin and Houle

Also present: Attorney Terhune, Village Clerk Baxter, Deputy Clerk Zahra, Treasurer Murray, Building Inspector Cocks, Water Plant Operator Mabee and Police Chief Guzman

ORANGE & ROCKLAND SMART METER PRESENTATION:

Keith Scerbo, General Manager of Orange & Rockland's AMI Operations, and Mike Pinto, Orange & Rockland Project Specialist, made a presentation to the Board of Trustees regarding Orange & Rocklands rollout of the Smart Meter project.

Mr. Scerbo started by explaining that the technology has been around for a long time and Orange & Rockland has been looking at it over the last decade. It wasn't until about 5 years ago when they started meeting with vendors, reviewing how it would meet customer's needs, reviewing its efficiency and determining when the right time would be to initiate it.

Mr. Scerbo continued and provided the Board with a history and overview of the project. He stated that NY & NJ were some of the last in the area to join the technology. Mr. Scerbo explained that they would not be changing out the entire meter, but placing a module on the existing meter which would enable two way communications between O&R and their customers, reporting usage data every 15 minutes for residential meters and every 5 minutes for commercial ones. Mr. Scerbo stated that the commercial meters are really the backbone of the project.

Mr. Pinto shared with the Board Orange & Rockland's Customer Education plan for their Smart Meter project. Mr. Pinto explained that it is a 3 step process. The first step being their "Aware Phase" in which postcards are mailed out to customers approximately 3 months in advance. The second step is their "Informed Phase" where detailed letters are mailed out, door hangers are left and meetings are set up with elected officials and local leaders. This occurs approximately 45-50 days prior to deployment of new meter deployment. The third and final phase is the "Engaged" phase, which takes place post meter installation, and Orange & Rockland encourages its customers to create an online account and familiarize themselves with O&R's website. With the smart meter installation, customers will now be able to view their usage information online as well as receive high bill alerts and weekly energy reports.

Mr. Pinto shared that O&R revamped their website approximately 18 months ago, making all customer information available online as well as its mobile app.

Mr. Pinto also spoke about privacy and security regarding the smart meters and stated that the new meters do not collect personal information and O&R has technology safeguards and security in place to protect its network and data.

Mr. Pinto also shared that while O&R has contracted out with a company to install the new smart meters, they all have company issued (by O&R) ID's on them at all times and their vehicles are clearly marked.

Mr. Pinto also spoke about the opt-out option made available to customers if they chose not to have their meter changed out to a smart meter. The fee to opt-out for both gas and electric would be \$15.00 per month, or \$10.00 per month for an individual service, and Mr. Pinto explained that the fees vary depending on state and have all be approved Public Service Commission. There would also be an exchange fee should you opt-out initially and decide to have one installed and vice versa.

Trustee Houle asked if the new smart meter would show the energy collected from her solar panels like her current meter does and Mr. Pinto replied that it will not, but she could view that information online if she created an online account.

Trustee Conklin asked if residents needed to be concerned with billing issues if discrepancies were found when switching out the meters and Mr. Scerbo replied that they would not back bill customers. Mr. Scerbo explained that the old electromechanical meters have a tendency to slow down over time and not register as much of the consumption as the consumers are using. There would not be that problem with the new smart meters.

Trustee Alley stated that one of the main concerns of the residents is the increase in radio frequency and Mr. Scerbo replied that what they do in situations like this or when they meet with customers one on one is explain to them what O&R knows. Unfortunately the internet has a tremendous amount of information of there and not all of it is correct, and people are going to believe what they want to believe. Mr. Scerbo continued that O&R is very comfortable based on the research that they have done that the health impacts that some claim are not accurate or proven. O&R has monitored repeatable peer reviewed studies that show them that there is no scientific evidence that there is a link between radio frequency and any kind of health hazards that are out there. That includes the Mayo Clinic, the California Counsel of Science, Sloan-Kettering and various health organizations, as well as the Federal Communications Commission, there is no link at this point. Mr. Scerbo reiterated that there is plenty of information out that that claims otherwise and he simply encourages people to do their own research and not rely on what others claim or tell them. Mr. Scerbo added that this is a very expensive project and O&R wouldn't want to be putting something out there that would need to be replaced in a few years. O&R has done its research and its due diligence and feel very strongly that they are coming in at the right time with the right technology to deploy. But O&R respects people's beliefs and that is why they offer the opt-out option. Trustee Alley asked if the state California allows for smart meters and Mr. Scerbo replied that they do and they were one of the first states to do so.

Mr. Pinto added that the California Counsel of Science acknowledged back in 2014 that as far as unit of measure goes, it is a low level radio frequency which is close to 6,000 times less that a cellphone and distance is also a big factor in that. The location of the meter also plays a big part in that, 70% of the meters are located outside and the frequency must travel through vinyl siding, cedar shingles, sheetrock, insulation, etc. all these things between you and the device. All of which have been validated through the Public Service Commission.

Mayor Dwyer asked how O&R determine the \$15.00 opt-out fee that the customer would be charged should they choose not to have the smart meter installed which is essentially an increase to the utility customer. Mr. Scerbo replied that the elimination of manual meter reading is a significant labor savings that drives some of the benefits of this program. There are currently 650 opt-outs in Orange County and in order to read those meters, they calculated the cost of having someone drive to each location, read the meter and return; O&R reported to the Public Service Commission that the cost of that effort is \$15.00 per hour. Mr. Scerbo added that O&R looked at their hourly rates; the drive time to get there, the vehicle maintenance and that was how the fee was developed. Mr. Scerbo also added that the fees vary from state to state and New York seems to be right in the middle. He has seen is as high at \$35.00 a month and as low as \$6.00 per month. It is based on the costs on the particular utility.

Mayor Dwyer thanked Mr. Scerbo and Mr. Pinto for their time and making their presentation to the Board of Trustees.

BUDGETARY TRANSFERS / MODIFICATIONS:

On a motion by Trustee Behringer, seconded by Trustee Houle, with all in favor, it was:

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

| | | | | | |
|------------|-------------------|------------|---------------|-----------|--|
| A.2260 | Police Services | A.3120.472 | PD Education | 670.00 | Raise Revenue/Expense lines re EMT tuition reimbursement |
| A.2660.100 | Public Safety SRO | A.3989.100 | SRO PS | 48,585.02 | Raise Revenue/Expense lines re SRO reimbursement MWCS |
| A.2660.100 | Public Safety SRO | A.3989.250 | SRO Equipment | 11,747.47 | Raise Revenue/Expense lines re SRO reimbursement MWCS |
| A.2660.100 | Public Safety SRO | A.3989.412 | SRO Uniform | 6,268.92 | Raise Revenue/Expense lines re SRO reimbursement MWCS |
| A.2660.100 | Public Safety SRO | A.3989.472 | SRO Education | 1,980.00 | Raise Revenue/Expense lines re SRO reimbursement MWCS |

COMPLIMENTARY HOLIDAY PARKING IN THE METERED CENTRAL BUSINESS DISTRICT 12/1/19 - 1/2/20:

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

RESOLVED, the Board of Trustees declared "Complimentary Holiday Parking" from December 1, 2019 through January 2, 2020 in the Central Business District of the Village.

Ayes: Trustees Alley, Conklin, Behringer and Houle

Nays: None

REINSTATEMENT: F/T POLICE OFFICER – D. LINDELL:

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

RESOLVED, the Board of Trustees approved the reinstatement of Daniel E. Lindell to the position of full-time Police Officer at the 4th step salary of \$88,923.00, as per the agreement between the Village of Monroe and the Monroe Police Benevolent Association. Mr. Lindell's effective date of hire is November 23, 2019, and has been pre-approved by the Orange County Department of Human Resources. Once approved, the required Orange County employment application and MSD 426 will be forwarded to the County.

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

RETIREMENT: SERGEANT DAVID H. LEE:

The Village of Monroe has received notification from Police Chief Guzman and the NYS Retirement System that November 30, 2019 is Sergeant David Lee's effective day of retirement. Sergeant Lee began his career in 1994 working for the New York City Police Department and joined the Village of Monroe Police Department in 2006, when transferring from the Village of Chester Police Department, dedicating the last 25 years to law enforcement. On a motion by Trustee Houle, seconded by Trustee Conklin, it was:

RESOLVED, the Board of Trustees accepted with regret the retirement of Sergeant David H. Lee from the Monroe Police Department effective November 30, 2019. The Board of Trustees commended and thanked Sergeant Lee for his 13 years of service to the Village of Monroe and wished him well in his retirement.

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

THRETEL HOLDINGS CASH BOND RELEASE (326 RT. 208) TM#203-3-3.2 – CONTINUED:

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

RESOLVED, the Board of Trustees accepted the recommendation Building Inspector Cocks and authorized the release of the cash bond held by the Village of Monroe in the amount of \$25,625.32 back to Threetel Holdings. Building Inspector Cocks stated that he has reviewed the site for compliance with the approved site plan dated March 20, 2017 and found the site to be in full compliance.

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

REQUEST FOR LICENSE AGREEMENT / 28 IRONWORKS ROAD – CONTINUED:

Attorney Terhune stated that she prepared the license agreement and shared it with the Board. She received no negative feedback so her next step is to share it with the homeowner's attorney. Attorney Terhune added that the Village must make it crystal clear that any filings or work to be done for the filings is on the person who is getting the license and Attorney Terhune feels confident that Joseph McKay, attorney representing the homeowners, will understand that.

Mayor Dwyer stated that he asked the Building Department for an "as-built" survey and Attorney Terhune added that was included in the license agreement. Mayor Dwyer continued that the property owner's fence currently does not meet the Village's Building Code and Zoning requirements. Attorney Terhune replied that the license agreement states clearly that any fence put up must meet the Village's Building and Zoning Code requirements. Attorney Terhune continued that should the homeowner's wish to put up a fence that is higher than what is currently allowed they would need a variance from the ZBA. She added that the ZBA variance would not be considered unless they had a license agreement because the ZBA cannot allow them to do something that is not allowed in the first place. Attorney Terhune added that she had already spoken with Attorney McKay about needing to seek a variance should the property owners wish to put up a fence that is taller than what Village Code currently allows.

Trustee Conklin asked if the license property goes with the property and Attorney Terhune replied that the way that license agreements have been done in the past is that they run with the land. If you sell the land, the license is still on record. Attorney Terhune added that the Village Board can terminate the license agreement with a 60 or 90 days' notice should they feel they need to do so. Attorney Terhune

added that it doesn't matter who owns the land, as long as they are compliant with the license agreement, if a new owner wants to put a fence in a different location, that's fine.

Mayor Dwyer tabled this matter until the property owners of 28 Ironworks Road and their Attorney, Joseph McKay, have had a chance to review the license agreement.

REQUEST FOR CREDIT – WATER ACCOUNT #4205:

In a letter to the Board of Trustees, property owner Haney Wassef requested a waiver of penalty fees totaling \$142.35 that were assessed to his account due to non-payment of the August 2019 water bill. Mr. Wassef claimed he never received the bill, and is willing to pay the outstanding balance for usage for both August and November totaling \$ 883.12. Discussion followed. Trustee Conklin stated that she did not have the opportunity to discuss this matter with Water Plant Operator Mabee and requested that this matter be tabled till the December 3, 2019 meeting.

REQUEST FOR WAIVER OF BUILDING DEPARTMENT FEES / CONGREGATION EITZ CHAIM:

In a letter to the Board of Trustees, Congregation Etiz Chaim requested a waiver of Building Department fee totaling \$100.00 for the installation of a sign at their new location, 11 Stage Road. Paula Spector, Secretary for the Monroe Woodbury Jewish Community Center stated they were requesting the waiver because they are a not for profit religious organization. Discussion followed. Mayor Dwyer asked if they obtained any other permits from the Building Department and Building Inspector Cocks replied that they took out an electrical inspection permit which has been paid for. Mayor Dwyer asked how much the permit fee for that was and Building Inspector Cocks replied it was \$75.00.

Trustee Houle asked if the Journey Church paid for a sign permit when they moved into their location at 1465 Orange Turnpike and did the Village charge them. Building Inspector Cocks replied that was before him time.

Trustee Conklin stated that she was not in favor of waiving the fee as it would set a precedent and Trustee Houle agreed. On a motion by Trustee Conklin, seconded by Trustee Houle, it was:

RESOLVED, the Board of Trustees denied the request of Congregation Etiz Chaim for waiver of Building Department fees totaling \$100.00 for the installation of a sign at their new location, 11 Stage Road.

Ayes: Trustees Alley, Behringer, Conklin and Houle

Nays: None

EVENT APPLICATION - CHABAD OF O.C. MENORAH LIGHTING & GELT CANDY DROP 12/22/19:

Chabad of Orange County submitted a request once again to sponsor a Menorah for Crane Park from December 19 - December 31, 2019. In conjunction with the Menorah, Rabbi Pesach Burston would like to hold their Community Menorah Lighting Celebration at the gazebo in Crane Park, followed by a Community Chanukah Celebration, which includes a gelt candy drop, in the commuter parking lot on Millpond Parkway, Sunday, December 22, 2019 from 4:30 – 6:30PM. The application was reviewed by the DPW, Building and Police Departments. There is no additional cost for additional Police services, but B line Officers will close down the north side of the commuter lot and C line Officers will monitor the event. All necessary insurance documents have been submitted and the \$50.00 application fee has been paid. On a motion by Trustee Conklin, seconded by Trustee Alley, it was:

RESOLVED, the Board approves the request of Rabbi Burston, Chabad of Orange County, to sponsor the Chanukah Menorah in Crane Park for the 2019 Chanukah season, December 19-31, 2019. The lightening ceremony will be followed by a gelt candy drop in the commuter parking lot on Millpond Parkway. Coordination of delivery and removal must be made with Highway HEO Giudice. Clean up following refreshments will be handled by Chabad of Orange County.

Ayes: Trustees Alley, Conklin, Behringer and Houle

Nays: None

EVENT APPLICATION – MOMBASHA FIRE CO. CHRISTMAS TREE SALE 11/29-12/25/19:

An event application has been submitted by the Mombasha Fire Company seeking permission to sell Christmas trees during the upcoming holiday season beginning on November 29th and continuing through till December 25, 2019, at their firehouse located at 526 Rt. 17M in Monroe. Pursuant to Village Code 200-34 E(3), Supplementary regulations applying to nonresidential districts, the seasonal sale of Christmas trees and greens for a limited duration of time require an event permit application be

submitted and approved by the Board of Trustees. The application was reviewed by the DPW, Building and Police Departments. There is no additional Police protection required for this event. All necessary insurance documents have been submitted and they are requesting a waiver of the \$50.00 application fee stating that they are a volunteer organization which benefits the residents of the community, and any proceeds from the sale of the trees will go back to the fire company to help run its operation. On a motion by Trustee Behringer, seconded by Trustee Houle, it was:

RESOLVED, the Board of Trustees approved the event application submitted by the Mombasha Fire Company to sell Christmas trees at their firehouse located at 526 Rt. 17M in Monroe during the upcoming holiday season beginning November 29th, and run through till December 25, 2019.

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

RESOLVED, the Board of Trustees approved the request of the Mombasha Fire Company, and waived the \$50.00 application fee because they are a volunteer organization that benefits the residents of the community.

Ayes: Trustees Alley, Behringer, Conklin and Houle

Nays: None

AUTHORIZATION FOR THE MAYOR TO ENTER INTO THE COUNTYWIDE PUBLIC SAFETY RADIO NETWORK AGREEMENT:

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

WHEREAS, the Village of Monroe Board of Trustees (the “Village”) finds and determines that it would benefit the health and safety of Village residents to enter into a federally mandated “Public Safety Emergency Radio Communications System Interoperability Agreement (hereinafter, the “Agreement”) with the County of Orange (the “County”); and

WHEREAS, said Agreement will provide certain radio communication equipment valued at \$105,773 to Village emergency service personnel at no cost to the Village taxpayers; and

WHEREAS, said equipment will allow Village emergency service personnel to speak to each other across disciplines; and

WHEREAS, said equipment is also in use in Rockland County and many other counties throughout the State, thus providing a common platform for NYS emergency services.

NOW, THEREFORE, be it resolved that the Board of Trustees of the Village of Monroe hereby authorizes the Mayor to enter into and sign the “Public Safety Emergency Radio Communications System Interoperability Agreement” with the County of Orange.

Ayes: Trustees Alley, Behringer, Conklin and Houle

Nays: None

INTRODUCTORY LOCAL LAW # 16 OF 2019 – AMENDING CH. 43, VEHICLE & TRAFFIC “ONE WAY STREETS” & SCHEDULING OF PUBLIC HEARING:

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

BE IT RESOLVED that an introductory Local Law, titled AMENDING CHAPTER 43 OF THE VILLAGE CODE, “VEHICLES AND TRAFFIC,” to designate certain streets located within the Village of Monroe as one-way streets and close certain streets to 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 7PM on December 3, 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, Behringer, Conklin and Houle

Nays: None

Trustee Houle stated that she was very excited to move forward with this and Attorney Terhune asked the Board to review the law to ensure that she had everything correct in terms of roads and intersections, and what's to be closed. Mayor Dwyer replied that he met with Chief Guzman and did just that.

Resident John Karl stated that regarding shutting down Smith Field Court, it will prohibit the aerial trucks of the Monroe Fire Company from accessing Park Avenue and Highland Avenue. Mr. Karl continued that currently if anything is going on up there and they are needed, the trucks must go up Schunnemunk Street and make a right onto Smith Field Court to access that area. Mr. Karl added that during the meeting he had received some text messages from members of the Fire Company and they are against shutting down Smith Field Court.

Trustee Conklin asked Mr. Karl for clarification because she recalled fire trucks coming up Park Avenue and Mr. Karl replied that they were ladder trucks, not the aerial trucks. The aerial trucks are meant for a 10% grade and those roads are much higher than that. By closing off Smith Field Court, they are leaving those homes without aerial protection. Mayor Dwyer replied that Village was not going to do that and asked Mr. Karl if John Scherne, Chief of the Mombasha Fire Company, is aware of this and Mr. Karl replied that he was. Mayor Dwyer asked if Chief Scherne was against it and Mr. Karl replied that he was, and that their members were asking the Village Board to hold off on the introductory local law. Trustee Conklin interjected and stated that something needs to be figured out because she lives on Park Avenue and she cannot allow her grandchildren to play out front because of the influx of traffic.

Mr. Karl suggested closing off Smith Field Court and put brick pavers down or k-crete blocks, and put up a solar gate that would allow the fire trucks to get in there. Mayor Dwyer stated that he spoke with Chief Guzman about just that and Mr. Karl encouraged to Board to hold off on it until they got it all straighten out.

Trustee Houle stated that the plan was always to make it so that the fire company could use it, and they would be the only ones that could use it. Mayor Dwyer added that even the Monroe Police Department would not have access to it.

Mr. Karl asked the Board to look at what they are proposing for Elm Street as well. To make it one way coming off North Main Street on the southeasterly side will be difficult. The last thing that you want to be doing at night is backing one of those trucks on your blind side. Mr. Karl stated that he does that now and it's problematic. Mayor Dwyer replied that he did look at it, and he had the Police Department look at it as well. Mayor Dwyer agreed that it is like a racetrack out there, not to mention that the road isn't built for the traffic that is on there today, and the purpose of the public hearing is to learn things and make modifications where necessary for things that they didn't think of initially.

Mayor Dwyer offered to come to a Fire Department meeting to explain everything in detail and asked when their next meeting was. Mr. Karl replied it was Thursday, November 21st and Mayor Dwyer asked Village Clerk Baxter to remind the Board of the meeting so they could attend.

MAYOR AND TRUSTEE'S REPORT:

Mayor Dwyer stated that this Sunday is the last day of the Farmer's Market, this year was the 5th year of the market. Mayor Dwyer believed that this year was the best attended market thus far and gave credit to Tony Romangino, the Manager of the Farmer's Market. Mayor Dwyer encouraged everyone to come out this Sunday between 9AM and 2PM; it would be tented and heated.

Trustee Houle wished everyone a Happy Thanksgiving.

Trustee Conklin stated that at some point there needs to be a meeting of the municipal minds about what they are going to do with the anticipated influx of traffic. Because of an accident on Rt. 17M today, it took forever for her to drive kids home from school. It literally paralyzed the Village of Monroe. Trustee Conklin continued that it will only get worse when those houses being built on Nininiger Road become occupied. The municipalities need to come together and figure out how they are going to move people around in the community. Mr. Karl stated that is why Orange County Department of Planning has Municipal Law 239, to review these projects. Where is the County on this? Mr. Karl continued that a Planning Board can override the County's decision by a super majority vote. There is a very big problem and it is not going to get any better. Trustee Conklin said that there is also talk of a bus depot going in at the old tire store on Nininiger Rd. and she can't imagine what that is going to look like. Our roads are not built for this kind of traffic. Mr. Karl repeated that there is a mechanism for that with the

239 review, and the County really needs to tighten that up. Trustee Conklin replied that at this point it is too late for that, and now they need to figure out where to put additional roads.

Mayor Dwyer stated he isn't sure what the answer is. Mayor Dwyer shared that Simone Properties, who own the Woodbury Commons in Central Valley, had an opportunity for a train station which would have eliminated 1,000 cars from there and they didn't want it. Apparently cars generate them revenue, they charge for parking in certain spots, and it generates them a lot of money. Adding the station would have eliminated that.

PUBLIC COMMENT:

PRESENT 1

TIME: 8:24 PM

Resident John Karl presented the Village with a ceramic gazebo figurine from his mother's house that had never been opened. It was from the old Ames Store and he discovered when they recently sold her home.

Mr. Karl also commended the DPW with this year's leaf pickup. They're really working hard and he noticed how well the older guys are working with the new guys and it's great to see. You don't see the piles of leaves in the Village like you see in other municipalities.

Mr. Karl also asked for an update on the transmission line from the reservoir to the water plant. Mayor Dwyer replied that the Village has reapplied for the grant and they should hear something by the spring time. Mr. Karl commented that when he was up checking the reservoir the other day he noticed on East Mombasha Road between the two Bayberry Roads, that the beavers are raising a lot of dams. It's all flooded up there. Mayor Dwyer replied that the DPW busted up about 18 dams this year and a member of the DPW has their license to address that problem.

EXECUTIVE SESSION:

On a motion by Trustee Conklin, seconded by Trustee Behringer, with all in favor, the meeting was closed at 8:27PM. Following a 5-minute recess, the Board convened in Executive Session for discussion of litigation.

Executive Session Minutes compiled by Mayor Dwyer.

OPEN SESSION: on a motion by Trustee Alley seconded by Trustee Houle and carried, the Open Meeting resumed at 10:45 PM.

ADJOURNMENT:

On a motion by Trustee Behringer, seconded by Trustee Conklin and carried, no further business, the meeting was adjourned at 10:46 PM.

Respectfully Submitted,

Ann-Margret Baxter
Village Clerk

MONTHLY REPORTS:

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

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

1. Minutes prepared, processed associated correspondence and Legal Notices completed for the October 1st and October 15th Board of Trustees Meetings along with a Public Hearing held on October 15th.
2. Permits issued: Handicap Parking: 14 Garage Sale: 6 Solicitor/Peddling: 1 Road Opening: 0 Blasting Permit: 0 Liquor License: 1 Towing Permits: 0
3. Processed 1 FOIL Requests.
4. Processed 6 Event Applications.
5. Public Hearing Held: 1
6. Closed out mailing machine for month on 10/31.
7. Bi-Weekly payroll worksheets completed and submitted.
8. Required paperwork filed with O.C. Department of Human Resources.

9. Oversee updates and maintenance, of Village Website and Constant Contact. (34 sent)
10. Daily retrieval of messages left during the day and after hours. Forwarded messages and responded as required.
11. Collected August water rents.
12. Collected and processed 2019-2020 Village Tax Bills.
13. Vouchers completed as required. Transmittal of money collected completed and bank deposits done.
14. Scan and email pertinent information to Board and Attorney.

OCTOBER 2019 DPW SUBMITTED BY LARRY GIUDICE, HEAVY EQUIPMENT OPERATOR:

REGULAR MAINTENANCE / VILLAGE IMPROVEMENTS:

1. Garbage Removal in Village and around Ponds seven times.
2. Mowed and weed wacked all green areas and the park three times.
3. Used Road Mower one day.
4. Blacktopped Water Plant driveway.
5. Repaired catch basin and installed 40' of 10" pipe on Chatham Road.
6. Blacktopped drainage ditch on Chatham Road.
7. Blacktopped curb line on Owen Drive.
8. Repaired sidewalks at Village Hall.
9. Installed two new leader drains at Village Hall.
10. Removed sidewalks on Winchester Drive and Colony Drive.
11. Top soiled new sidewalks.
12. Painted 55 new stop bars.
13. Painted 15 handicap spots.
14. Painted 4 crosswalks.
15. Painted 15 arrows.
16. Installed new handicap sign on Stage Road.
17. Installed a new weight limit sign on Franklin Avenue.
18. Repaired the school crossing sign on Pine Tree Road.
19. Installed five sanders and plows.
20. Leaf pick-up for ten days using two trucks.

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

Production: Lake Mombasha 23,508,224 Gallons / 24,653,793 Gallons LY 2018
 Well #4: 3,443,136 Gallons / 4,074,794 Gallons LY 2018

Consumption: 26,951,360 Gallons / 28,728,587 Gallons LY 2018

Water Samples / Testing: Passed
 Rainfall: 7.01
 Reservoir: -14

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
 Painted Hydrants
 Flushed Hydrants
 Read Meters
 Filter 3 Effluent Valve Repaired
 O & R Repaired Gas Meter at Briarcliff Pump Station
 Jeff Hiener Associates Recalibrated Venturies

OCTOBER 2019 JUSTICE COURT REPORT:

Total Fines: \$19,930.00 Total Surcharges: \$5,324.00 Total Parking: \$3,255.00
Total Civil Fees: \$1,885.00 Bail Poundage Collected: \$4.20 Total Bail Forfeited: \$100.00
Total for October: \$30,498.20

Vehicle & Traffic Tickets: 307 Disposed: 256
New Criminal Cases: 43 Disposed: 49 Civil Cases: 5 Disposed: 3
Paid Parking Tickets: 98 Dismissed Traffic Tickets: 56

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

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|--|----|
| Building Permits Issued: | 32 |
| Rental Inspections Completed: | 20 |
| Title Searches Completed: | 22 |
| Violations Issued: | 4 |
| Building Permit Inspections performed: | 93 |
| C.O's Issued: | 32 |
| Complaint Inspections: | 5 |
| Fire Inspections: | 11 |

| | |
|-------------------------------|-----|
| Open, active building permits | 286 |
| Registered Rental Permits | 388 |

FOIL Requests: 8

| | |
|-----------------------|-----------------|
| Building Permit Fees: | \$ 6,851.75 |
| Rental Permit Fees: | 650.00 |
| Fire Inspection Fees: | 0.00 |
| Title Search Fees | <u>2,400.00</u> |
| Total Fees Collected | \$ 9,901.75 |

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

MONROE FIRE DISTRICT OFFICERS 2019:

Commissions: John Centofanti, Jason Kalter, 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

OCTOBER 2019 POLICE DEPARTMENT REPORT SUBMITTED BY DARWIN GUZMAN, CHIEF:

CALLS FOR SERVICE

TOTAL CALLS – 1,669
CRIMINAL OFFENSE – 198
ARRESTS – 50

TRAFFIC REPORT

TRAFFIC TICKETS – 306
PARKING TICKETS – 157
GAS – \$2,054 / 1057G
MVA – 28

TRAINING

CVE Level I Part II - Mahoney

Tactical Team Leadership - Dunn

OCTOBER 2019 TREASURER'S REPORT SUBMITTED BY CATHERINE MURRAY:

| |
|---|
| Treasurer's Report Village of Monroe October 2019 |
|---|

SIGNIFICANT ACTIVITY (REVENUES)

| | |
|---------------------|---------|
| Bank interest | 7,024 |
| Sales Tax | 393,185 |
| Planning Board Fees | 7,082 |
| Building Permits | 10,452 |

SIGNIFICANT ACTIVITY (EXPENDITURES)

| | |
|--|---------|
| Law Contractual/ Other Atty | 9,182 |
| PD Contractual | 14,133 |
| PD Auto Maintenance | 6,415 |
| Chips Improvements | 115,219 |
| St Lighting Street | 11,415 |
| Off Street Parking Striping | 8,820 |
| Celebrations General Expense | 5,269 |
| Distribution Contractual - water fund | 38,035 |
| Distribution Equipment Rental - water fund | 14,100 |

| | |
|---|--------|
| DPW Serial Bond Interest - General Fund | 37,500 |
| - Water Fund | 37,500 |
| | 75,000 |

| | |
|---------------------------------|---------|
| Health Insurance - General Fund | 116,278 |
| - Water Fund | 16,841 |
| | 133,119 |

STATUS OF FY2019 CONTINGENCY ACCOUNTS

| | CURRENT BALANCE |
|--|------------------------|
| General Fund Appropriation -budgeted \$127,505 | 132,503 |
| Water Fund Appropriation -budgeted \$25,000 | 25,000 |

COMMENTS:

We have completed 6 months of the fiscal year and expenses should be at 41.7%. The expenses are at 35.6% for the General Fund and 30.7% for the Water Fund.

Respectfully submitted,

Catherine Murray
Treasurer