

BOARD OF TRUSTEES MEETING
MONDAY NOVEMBER 2, 2020
www.villageofmonroe.org

Due to the General Election on 11/3/20, the first of the bi-monthly meetings of the Board of Trustees was held on Monday November 2, 2020 beginning at 7:00PM. Due to the COVID-19 pandemic and Governor Cuomo's Executive Order No. 202.1, the meeting will be held via ZOOM videoconferencing. Although there was no physical meeting location, the meeting was deemed to be conducted in the Boardroom of the Village Hall, 7 Stage Road Monroe, NY. Mayor Neil Dwyer called the meeting to order and led in the pledge to the flag.

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

Also present: Attorney Village Attorney Elizabeth Cassidy, Village Clerk Baxter, Deputy Clerk Zahra and Police Chief Guzman

Absent: Attorney Terhune (conflict)

MINUTE APPROVAL: SEPTEMBER 22nd 2020 BOARD MEETING:

On a motion by Trustee Houle seconded by Trustee Behringer, the Minutes of the September 22nd 2020 Board Meeting were approved.

Ayes: Trustees Alley, Behringer, Houle and Karl

Nays: None

MINUTE APPROVAL: SEPTEMBER 29th ORGANIZATIONAL MEETING:

On a motion by Trustee Houle seconded by Trustee Behringer, the Minutes of the September 29th 2020 Organizational Meeting were approved.

Ayes: Trustees Alley, Behringer, Houle and Karl

Nays: None

APPOINTMENT – TIMOTHY BLASKO, P/T PARKING ENFORCEMENT OFFICER:

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

RESOLVED, the Board of Trustees accepted the recommendation of Police Chief Guzman and appointed Timothy Blasko to the position of part-time Parking Enforcement Officer, effective November 3, 2020 at an hourly salary of \$20.40 per hour. Mr. Blasko is a retired police officer of the New York City Police Department and most recently served as a police officer with the Norwalk Police Department. As required, the Department background investigation, physical and drug screen have been completed.

Ayes: Trustees Alley, Behringer, Houle and Karl

Nays: None

APPOINTMENT – STEPHEN MIHOK, F/T LABORER:

Trustee Alley requested that this matter be tabled until the November 17, 2020 Board Meeting.

APPOINTMENT – ALEXANDRIA TROVATO, F/T DISPATCHER:

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

RESOVLED, the Board of Trustees accepted the recommendation of Police Chief Guzman and appoint Alexandria Trovato from the Orange County Certification of Eligibles List for Exam 60883, Dispatcher. All Orange County Department of Human Resources requirements have been fulfilled. Ms. Trovato has been a valued employee as a part-time dispatcher with the Monroe Police Department since November 2017. Her effective date of hire will be November 16, 2020 at the starting dispatcher step salary of \$44,862.00. The necessary MSD 426-B will be submitted to Orange County Department of Human Resources.

Ayes: Trustees Alley, Behringer, Houle and Karl

Nays: None

Trustee Karl asked if the Monroe Police Department was losing one of its fulltime dispatchers. Mayor Dwyer replied that one was out on sick leave and it didn't look like he would be returning. Mayor Dwyer

added that he believed that the individual had submitted his retirement papers and Police Chief Guzman confirmed that was correct.

PROPOSED RAMAPO STREET SENIOR HOUSING PROJECT – CONTINUED:

(See Minutes 8/18/20, 10/6/20, 10/20/20)

Mayor Dwyer stated that the Board of Trustees had requested additional time to review the project proposal as well as do an assessment of the location of the proposed project. The Board has since received a memo acknowledging said request for additional time.

Mayor Dwyer continued that each member of the Board will come up with comments regarding the proposed project and once all have been received, they will be compiled and a response made to David Niemotko, the architect representing the applicant before the Village of Monroe Planning Board, within a week's time advising him of the Board's decision. Mayor Dwyer added that the Board recognizes the need for senior housing in our community.

Mr. Niemotko asked Mayor Dwyer to confirm that the response would be sent in the next week and Mayor Dwyer replied yes. Mr. Niemotko asked if there were any other considerations being done or had that been abandoned. Mayor Dwyer replied that he was going to reach out to the owner of the alternate location and see if he could get some maps and that is still out there, it has just been difficult to get them to pass along some data.

Mr. Niemotko stated that he welcomes the letter that he hopes he will be referred back to the Planning Board so they can continue the process.

PURCHASE OF SALT SPREADER & PLOW FOR NEW DPW F550 TRUCK – CONTINUED:

(See 9/22/20, 10/6/20 Minutes)

Trustee Alley stated that the Village had received three quotes from vendors regarding the purchase of a salter and a plow for the new DPW F550 truck that was recently purchased. Copies of the quotes had been presented to the Board prior to the meeting.

Trustee Alley continued that at the recommendation of Highway HEO Giudice it was determined that a 2 yard hopper was best suited for the Village trucks and the quotes attached included that. Additionally it was recommended that a V-plow for better maneuverability through the parking lots be purchased. Trustee Alley stated that the two best quotes from ESP, Inc. for the 96 inch, two yard hopper at \$5,250.00 and from Automotive Audio LTD, the Fisher Xv2 9'6" stainless steel V-plow with halogen plow lights in the amount of \$7,095.00. Trustee Alley stated that both items were in stock and come with factory warranties and would be installed. On a motion by Trustee Alley seconded by Trustee Karl, it was:

RESOLVED, the Board of Trustee authorized the purchase of a 96 inch, two yard hopper from, ESP, Inc. 3330 Route 9 Cold Spring, NY 10516 in the amount of \$5,250.00 and a Fischer XV2 9'6" stainless steel V-plow with halogen plow lights from Automotive Audio LTD., 195 South Plank Road Newburgh, NY 12550 in the amount of \$7,095.00 to be installed on the new DPW F550 truck.

Ayes: Trustees Alley, Behringer, Houle and Karl

Nays: None

Trustee Karl asked if the funds for these items would be coming from the account that was used to purchase the new truck, Highway Reserve A.9950.900. Mayor Dwyer replied yes.

DISCUSSION – FAR LAW UPDATE:

Mayor Dwyer stated that the Board has been working through this for the better part of a year and a half with multiple iterations and today just shared some information with Trustee Karl.

Mayor Dwyer continued that because of all the different iterations of the law and Trustee Karl being new to the Board, he proposed holding a workshop with the Village's Planner, Ted Fink, to bring everyone up to speed. Mayor Dwyer added that the next scheduled meeting was Tuesday November 17th and they could hold it in advance of that meeting or do it on a separate date. Trustee Karl stated that he has the initial introduction to the local law and as a private citizen asked for an update and was told that it would be done by the end of September. Mayor Dwyer replied that it is done but he hasn't seen it and he needs to make sure that everyone is on the same page and a workshop will do that. The Board needs to get him up to speed.

The Board shared possible dates and their availabilities and discussed what would be best for the group and determined that the FAR Workshop would be help on Wednesday, November 18, 2020 beginning at 6:30PM.

SACRED HEART CHURCH HOLY NAME SOCIETY 2020 CHRISTMAS NATIVITY:

On a motion by Trustee Houle seconded by Trustee Karl, 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 HEO Giudice.

Ayes: Trustees Alley, Behringer, Houle and Karl

Nays: None

Trustee Houle stated that the Gazebo was currently closed due to the pandemic and did the Village want to allow the nativity to be placed behind the barrier or recommend another place. Mayor Dwyer replied it is in direct sight on the island and the barrier is there to keep people from congregating in the gazebo and he felt it should remain where it has always been. Mayor Dwyer added that should they get a request from Orange County Chabad for their annual menorah lighting, they will do the same thing. Village Clerk Baxter advised the Board that she has spoken with Rabbi Peasch from OC Chabad and he would be coming in on Wednesday to submit his application for their annual menorah lighting and candy gelt drop.

Mayor Dwyer stated that the purpose of the barrier was to keep the public out due to the COVID pandemic, and the placement of the nativity is important. Trustee Houle asked if there was a way to replace the barrier to orange police barricades for the holiday season and Mayor Dwyer replied that they would look to come up with something a little more festive for the holiday season.

NYS STOP DWI MUNICIPAL AGREEMENT / MONROE POLICE DEPARTMENT:

On a motion by Trustee Behringer, seconded by Trustee Houle, 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 Inter-Municipal Agreement for the 2020-2021 STOP DWI Enforcement Crackdown Campaign. The aggregated amount awarded to the Monroe Police Department is \$1,250.00. The Campaign began October 1, 2020 and runs through September 30, 2021 including Thanksgiving 2020, the 2020 Holiday Season, St. Patrick's Day 2021 and Memorial Day 2021. It is further;

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

Ayes: Trustees Alley, Behringer, Houle and Karl

Nays: None

AUTHORIZATION TO HIRE TED FINK FOR PLANNING BOARD TRAINING:

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

WHEREAS, J. Theodore Fink, AICP, was appointed to the position of Consulting Village Planner on September 29, 2020; and

WHEREAS, Mr. Fink is accredited by the American Institute of Certified Planner and is an expert in the area of planning and zoning, including the jurisdiction of planning boards and the legal procedures that must be followed during review of applications before such boards, and

WHEREAS, Mr. Fink is also an expert in compliance with the requirements of the State Environmental Quality Review Act (SEQRA), which compliance is required under State Law during the review of all land use applications; and

WHEREAS, pursuant to Village Law 7-718(7-a), each member of the planning board must complete, at a minimum, four hours of training each year designed to enable such members to more effectively carry out their duties.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby finds and determines that J. Theodore Fink, AICP is qualified to provide the required training to members of the Village Planning Board as provided by Village Law 7-718(7-a).

BE IT FURTHER RESOLVED, the Board of Trustees of the Village of Monroe hereby authorizes J. Theodore Fink, AICP to conduct training of the Village Planning Board at a time and place to be determined by the Chairman of the Planning Board.

BE IT FURTHER RESOLVED, that Mr. Fink shall be reimbursed at the hourly rate set forth in his consulting services agreement with the Village of Monroe.

Ayes: Trustees Alley, Behringer, Houle and Karl

Nays: None

Trustee Houle asked if the Planning Board members are required to attend training and Mayor Dwyer replied that they are required to have a minimum of four hours a year and this would go towards the required hours. Attorney Cassidy added that it was her understanding that Mr. Fink would be providing two, 2 hour training sessions on what would be their regularly scheduled workshop and meeting dates in November that have been postponed while the Village works towards replacing Debbie Proulx as Planning Board Secretary due to her resignation.

Trustee Karl asked if the cost of the training would be coming out of the Planning Board Training Education line and was there monies in that budget line to cover it and Mayor Dwyer replied yes to both. Trustee Karl asked again if this training would go towards their annual CEU's (continuing education units) and Attorney Cassidy replied that Mr. Fink was qualified as a trainer with his certifications, so this would be in lieu of them having to attend another course.

AUTHORIZATION TO HIRE TOMMY TREES FOR STORM DAMAGE REMOVAL:

Mayor Dwyer stated that the Board had received a packet from Tommy Trees regarding the trees that were damaged during the two weather events in the Village. Mayor Dwyer added that he had the vendor meet with the Village's insurance carrier and adjuster and they agreed upon what trees would come down and the cost would be covered by insurance. Mayor Dwyer also added that he had two checks in hand for the total cost of the work and at this time needed to Board to authorize Tommy Trees to go forward with the work. On a motion by Trustee Houle, seconded by Trustee Alley, it was:

RESOLVED, the Board of Trustees authorized Tommy Trees to complete the agreed upon tree removal work on the grounds of Crane Park around the millponds in the amount of \$9,840.00. Mayor Dwyer has confirmed that he has received the monies from the Village's insurance carrier to cover the cost of the removal at no additional cost to the Village of Monroe.

Ayes: Trustees Alley, Behringer, Houle and Karl

Nays: None

Trustee Karl asked Mayor Dwyer for clarification as to whether he had the checks from the insurance company or if Treasurer Murray had them. Mayor Dwyer replied that he just got them from the insurance company and he had to hand them over to Treasurer Murray.

Trustee Karl asked for a time frame as to when they would be in to get the trees cleaned up and Mayor Dwyer replied in approximately a week. Mayor Dwyer shared that Orange & Rockland Utilities had a guidewire attached to one of the trees that needs to be removed and they were waiting on a work order to be processed to have the guidewire relocated.

PURCHASE OF FOLDING MACHINE FROM MONROE PRINTING:

Mayor Dwyer stated that Monroe Printing on Lake Street has decided to retire and he wished them the best. He continued that he spent some time with Mrs. Rizzi the previous week and she asked if the Village of Monroe had any interest in the folding machine which was used in part of the process of Monroe Printing folding and stuffing the Village of Monroe's quarterly water billing. Mayor Dwyer added that by acquiring the folding machine it would allow them to do it in house. Mayor Dwyer stated that he negotiated a price of \$200 for the machine and asked the Board for their thoughts on the matter.

Trustee Alley asked if there would be some type of training and Mayor Dwyer replied that Mrs. Rizzi agreed to come in and do a whole billing cycle with the Village and get the machine up and running and doing its thing.

Trustee Karl asked where the machine would go and Mayor Dwyer replied that there is a lateral file cabinet in the Clerk's Office that could be moved and it could be placed next to the shredder. Mayor Dwyer added that it is about the depth of the shredder and runs about half the length of the lateral cabinet that's there, about an 18" by 24" footprint.

Trustee Houle stated that she was hoping to be able to table the matter for discussion in Executive Session and Mayor Dwyer questioned why. Trustee Houle reiterated that she wished to discuss it in Executive Session.

DISCUSSION – CLIMATE SMART COMMUNITY WORKSHOP:

Trustee Houle shared with the Board that she had an opportunity to meet with a young woman by the name of Janay who comes to the Village's Farmer's Market giving out information on compost facilities. Trustee Houle explained that she is working with the Orange County Department of Planning and Kate Schmidt and they are aiming to get Orange County to be climate smart communities. Trustee Houle shared that a municipality's status as a climate smart community is actually going to be used to be determined as to whether that municipality can get certain grants. Trustee Houle recommended to the Board that Janay and Kate Schmidt make a presentation to the Board about climate smart communities and composting facilities in the form of a workshop.

Trustee Alley asked how long the workshop would need and if it could be done prior to a meeting. Trustee Houle replied that it could be done prior to a meeting and take 20 to 30 minutes. Trustees Karl, Alley and Behringer all replied that they would be open to a workshop. On a motion by Trustee Houle, seconded by Trustee Behringer, it was:

RESOLVED, the Board of Trustees authorized Trustee Houle to set up a workshop with Kate Schmidt from Orange County Department of Planning to make a presentation regarding climate smart communities. The workshop will take place via ZOOM videoconferencing prior to the November 17, 2020 Board Meeting, beginning at 6:30PM.

Ayes: Trustees Alley, Behringer, Houle and Karl

Nays: None

MAYOR & TRUSTEE'S REPORT:

Mayor Dwyer asked the Board to review the police reform PowerPoint presentation that Police Chief Guzman sent to them. Mayor Dwyer added that any comments the Board had should be returned back to Police Chief Guzman so they can be incorporated and be uploaded for public viewing. There will also be a future workshop date scheduled.

PUBLIC COMMENT:

PRESENT 5

TIME: 7:41 PM

Resident Sal Amante, 30 Charlton Place, questioned the Board as to how and when the roads that have been affected by the new gas lines installed by Orange & Rockland would be repaired. Mayor Dwyer replied that Orange & Rockland is required to dig out 4 feet of where the digging occurred and are also required to go down two inches. The Village will also be asking them to do the seam of the road with a crack fill material so that they don't have an open, cold joint. Mayor Dwyer shared that in the past they have had an agreement where Orange & Rockland would pay the Village to do our own work, but in these cases like this, with these roads he thinks the Village would be better served to have Orange & Rockland do the right repair and get the milling done. Mayor Dwyer added that North Main Street is to be temporarily milled for the winter this year, they haven't done it yet, but Mayor Dwyer stated that he is on them every day about it. Mr. Amante thanked Mayor Dwyer for the information.

Resident Lorraine Loening asked Mayor Dwyer if there were any other vendors besides Tommy Trees that were brought in for the tree storm damage. Mayor Dwyer replied that he brought in Bilco and he believed the other vendor was Flannagan, but he wasn't sure. He added that the third vendor didn't return a bid. Bilco returned a bid in excess of \$14,000. Mayor Dwyer shared that Tommy Trees initially came in higher but after meeting with the insurance company and the adjuster, brought his price down to what it is now.

Ms. Loening stated that she frequently asks about the violations for the Executive Order regarding wearing face masks and she added that she often senses a renascence from the Board that because it is an Executive Order and not a law that the Village cannot enforce it which she finds ridiculous. Ms. Loening suggested to the Board that they make their own local law and avoid that excuse. Mayor Dwyer replied that he will discuss it with the Board and see what they can come up with. Ms. Loening added that she does not want the safety of the Village to become a partisan issue, and she would be very grateful if they looked into it.

Trustee Karl asked Mayor Dwyer for an update on the no parking signs on Spring Street. Mayor Dwyer replied that Highway HEO Giudice is gathering up all the signs and waiting for some direction from the Monroe Police Department and that they would be posted this week.

Trustee Karl also asked for an update on Elm Street. Mayor Dwyer replied that Elm Street needs to go one way and nothing has been done about it. Mayor Dwyer stated that it needs to be a combined effort between the Monroe Police Department and the Village's DPW. He added that they have to first inform the public officially that this is happening. The signs are all ready to go and the metal is already in the

ground where the signs are to go and the signs have to be painted on the ground. Mayor Dwyer continued that he just needs to get Police Chief Guzman and Highway HEO Giudice together. Trustee Karl asked if these changes have been added to the Village's code and Mayor Dwyer replied yes.

Trustee Houle shared that she had sent via email the COVID protocols that were developed at Village Hall. Trustee Houle asked that if Board had any comments or changes to either let her know now or send them to her in an email so they can get it in place. Trustee Houle stated that the Village would need to have them in place in order for them to open up to in-person meetings. Mayor Dwyer replied that he would like to meet with her again. Trustee Karl stated that he is comfortable with the way that it is written. Mayor Dwyer stated that he has some concerns that he will share with the Board. Trustee Houle reiterated that if any of them had any changes that they would like to see made, to please email them to her.

EXECUTIVE SESSION:

On a motion by Trustee Behringer, seconded by Trustee Houle, and carried, following a 5-minute recess, the Board convened in Executive Session at 7:49 PM for discussion of Attorney Client.

Executive Session Minutes compiled by Mayor Dwyer.

OPEN SESSION: on a motion by Trustee Karl seconded by Trustee Houle and carried, the Open Meeting resumed at 8:05PM.

PURCHASE OF FOLDING MACHINE FROM MONROE PRINTING - CONTINUED:

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

RESOLVED, the Board of Trustees authorized the purchase of a folding machine from Monroe Printing in the amount of \$200 for the purposes of assisting with the processing of the quarterly water bills.

Ayes: Trustees Alley, Behringer, Houle and Karl

Nays: None

ADJOURNMENT:

On a motion by Trustee Behringer, seconded by Trustee Houle and carried, no further business, the meeting was adjourned at 8:10 PM.

Respectfully Submitted,

Ann-Margret Baxter
Village Clerk