

**VILLAGE OF MONROE
BOARD OF TRUSTEES MEETING
MONDAY, APRIL 3, 2023
(www.villageofmonroe.org)**

The first of the bi-monthly meetings of the Board of Trustees was held on Monday, April 3, 2023 at 7:00 PM in the Boardroom of the Village Hall, 7 Stage Road, Monroe, New York. Mayor Neil S. Dwyer called the meeting to order and led in the pledge to the flag. Emergency exits were announced.

Present: Mayor Dwyer; Trustees Ferraro, and O'Connor
Also present: Clerk Zahra
Absent: Trustees Behringer and Karl, Attorney Terhune

MINUTE APPROVAL – MARCH 21, 2023 BOARD MEETING:

On a motion by Trustee O'Connor seconded by Trustee Ferraro, the Minutes of the March 21, 2023 Board Meeting were approved.

Ayes: Mayor Dwyer, Trustees Ferraro and O'Connor
Nays: None

APPOINTMENT – A. FELIZ – VILLAGE TREASURER:

RESOLVED, the Board of Trustees accepts the recommendation of Mayor Dwyer and appoints Anthony Feliz to the fulltime position of Village Treasurer effective April 4, 2023 with a salary of \$50,000.00/yr. Mr. Feliz has been pre-approved for this position by Orange County Department of Human Resources.

On a motion by Trustee Ferraro, seconded by O'Connor

Ayes: Mayor Dwyer, Trustees Ferraro and O'Connor
Nays: None

SET PUBLIC HEARING BUDGET FY/2024:

RESOLVED, the Board of Trustees authorize a Public Hearing to be scheduled on April 18, 2023 at 7:00PM on the proposed June 1, 2023 to May 31, 2024 Tentative Budget.

On a motion by Trustee O'Connor, seconded by Trustee Ferraro

Ayes: Mayor Dwyer, Trustees Ferraro and O'Connor
Nays: None

REQUEST TO TRAVEL – NYS CHIEFS OF POLICE ASSOCIATION ANNUAL CONFERENCE:

RESOLVED, the Board of Trustees approves the attendance of Chief Guzman for the New York State Chiefs of Police annual conference that will be held July 16, 2023 through July 19, 2023 in Albany, New York. Conference registration is \$325.00 and three-nights' accommodations at the Crowne Plaza Albany / Desmond Hotel is \$477.00, for a total of \$802.00. These expenses will be charged to budget line A.3120.472, Education.

On a motion by Trustee Ferraro, seconded by Trustee O'Connor

Ayes: Mayor Dwyer, Trustees Ferraro and O'Connor
Nays: None

AMENDMENT TO VILLAGE OF MONROE SUMMER CARNIVAL:

The Village of Monroe Summer Carnival is scheduled for Thursday, July 27, 2023 through Sunday, July 30, 2023. The Village has the opportunity for an additional weekend, Friday, July 21, 2023 through Sunday, July 23, 2023. Ticket prices are as follows: \$1.50 per ticket, 20 tickets for \$25.00 and 45 tickets for \$50.00, and \$25.00 per band per night for unlimited rides. Ace Tent Amusement will supply 100 posters promoting the event as well as 2 banners. Additionally, there will be \$100.00 per game donated to the Village of Monroe and Ace Tent Amusement will supply the Village of Monroe with 40% of gross receipts. Ace Tent Amusements also will include the following food trailers: cotton candy, ice cream (sweet trailer), funnel cake and zeppoles, hot dogs, hamburgers and sausage and peppers. Ace Tent Amusements will also provide a \$5 million insurance policy naming Village of Monroe as additionally

insured as well as a copy of proof of workman's compensation. Ace Tent Amusements will also provide 4 portosans and 1 ADA compliant portosan, as well as contribute \$6,600.00 towards security for the events.

RESOLVED, the Board of Trustees authorize Mayor Dwyer to sign the amended 2023 contract and agreement provided by Ace Tent Amusements for an additional weekend of the Village of Monroe Summer Carnival to be held in Crane Park Friday, July 21, 2023 through Sunday, July 23, 2023 and the original dates of Thursday, July 27, 2023 through Sunday, July 30, 2023.

On a motion by Trustee Ferraro, seconded by Trustee O'Connor

Ayes: Mayor Dwyer, Trustees Ferraro and O'Connor

Nays: None

DISCUSSION – PARKING KIOSK PROCESSING RATES:

Mark Shapiro, National Account Director, from Heartland Payment Systems, the industry leader in parking payments, has offered the Village of Monroe the following parking program for our meters and mobile payments.

<u>Description</u>	<u>Cost</u>	<u>Misc.</u>
• Interchange	• \$0.15	• Per transaction
• Credit Card Fee	• \$0.25	• Per transaction
• Application Fee	• Waived	• Devo preferred client
• Service & Regulatory Mandate Fee	• \$33.50	• Per Month, per account
• Per Occurrence		
• Chargeback Fee	• \$25.00	• Per dispute (1st 3 free)
• Voice Authorization Fee	• \$0.65	• Per phone authorization
• Monthly Deposit	• 0.05%	• Fees are deducted end of month
• PCI Non Compliance Fee	• \$125.00	• Only if non-compliant

The Board discussed the rates for the kiosks. Perhaps, \$0.50 per hour up to a two (2) hour max, additional \$1.00 for the third hour, if needed. Sometimes a hair appointment can last more than two hours, the fee could be paid right from your phone. Clerk Zahra asked if any of the Board has ever used parking kiosks before as to compare fees charged for parking, they had in New York City and parking there is at a premium.

Mayor Dwyer wanted to research other parking kiosk processing rates. The Clerk will reach out to Tom Nash from Webster Bank and Value Payment Systems, a processing company currently used by the Village for water payments and report to the Board of the findings.

WEBSTER BANK – SIGNATURE AUTHORIZATION:

RESOLVED, the Board of Trustees authorize the change of signatories and maintenance of on-line banking on the Webster bank account numbers adding Anthony Feliz, Village Treasurer immediately.

On a motion by Trustee Ferraro, seconded by Trustee O'Connor

Ayes: Mayor Dwyer, Trustees Ferraro, and O'Connor

Nays: None

DISCUSSION – GRANT WRITERS MILLENNIUM – IMA TOWN OF MONROE:

The current IMA for grant writing services with Millennium is set to expire on April 30, 2023. In prior years, an IMA for the Town of Monroe Village of Harriman, and Village of Monroe has been in place with Millennium. The Town of Monroe was responsible for 50% of the costs, Village of Harriman for 25%, and Village of Monroe for 25%. Village of Harriman has decided they no longer wish to participate in the IMA. The total cost of this shared service with the Town of Monroe would be \$19,980.00 for the Village of Monroe.

As of right now, the Village has two outstanding grants in process with Millennium, the Downtown Revitalization Initiative and the Stage Road Watermain Replacement. The Village will need to check the status on these grant applications. Mayor Dwyer said that Lanc & Tully has been responsive to helping with grants, perhaps we need to look at this a little more in depth as to whether it is cost effective to sign an agreement with Millennium.

We are working on our budget currently, so a decision will need to be made.

This topic will be discussed at the next Board of Trustee meeting on Tuesday, April 18, 2023.

REAPPOINTMENT – R. DANIEL MARGOTTA – ZONING BOARD OF APPEALS MEMBER:

RESOLVED, the Board of Trustees accepts the recommendation of Zoning Board of Appeals Chairman Paul Baum and reappoints R. Daniel Margotta, 9 Brewster Road, Monroe, NY to Zoning Board of Appeals Member with a term expiring 3/31/2028.

On a motion by Trustee O'Connor, seconded by Trustee Ferraro

Ayes: Mayor Dwyer, Trustees Ferraro, and O'Connor

Nays: None

RESIGNATION – K. METCALF – MONROE JOINT PARKS RECREATION COMMISSION:

RESOLVED, the Board of Trustees accepts with regret the resignation of Kevin Metcalf from the Monroe Joint Parks Recreation Commission effective November 27, 2022.

On a motion by Trustee Ferraro, seconded by Trustee O'Connor

Ayes: Mayor Dwyer, Trustees Ferraro, and O'Connor

Nays: None

AUTHORIZATION TO ADVERTISE – MONROE JOINT PARKS RECREATION COMMISSION VACANCY:

RESOLVED, the Board of Trustees authorize the Clerk to advertise to fill the vacancy on the Monroe Joint Parks Recreation Commission. The vacancy was created by the resignation of Kevin Metcalf, whose term expires 12/31/24.

On a motion by Trustee Ferraro, seconded by Trustee O'Connor

Ayes: Mayor Dwyer, Trustees Ferraro, and O'Connor

Nays: None

MAYOR & TRUSTEE'S REPORT:

Mayor Dwyer publicly wanted to thank the Monroe Joint Fire District for the invitation to their Annual Inspection Dinner. It was a really nice time. Mayor Dwyer appreciates all the hard work Trustee Karl puts in with the committee that organizes the dinner.

PUBLIC COMMENT: _____ **# PRESENT 0** _____ **TIME: 7:47PM**

No public comment.

ADJOURNMENT:

On a motion by Trustee O'Connor, seconded by Trustee Ferraro and carried, no further business, the meeting was adjourned at 7:47PM.

Respectfully Submitted,

Kimberly Zahra
Village Clerk