

**SPECIAL MEETING
BOARD OF TRUSTEES MEETING
FRIDAY, JANUARY 5, 2024
(www.villageofmonroe.org)**

This Special Meeting of the Board of Trustees was held on Friday, January 5, 2024 at 9:30 AM 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 Karl

Also present: Village Clerk Zahra

Absent: Trustees Behringer and O'Connor and Attorney Terhune

RESIGNATION – B. MARZIGLIANO – P/T BILLING CONTROL CLERK – WATER DEPARTMENT:

RESOLVED, the Board accepts the resignation of Brenna Marzigliano, P/T Water Billing Control Clerk effective January 17, 2024. The Board of Trustees wish Brenna well in her future endeavors.

On a motion by Trustee Karl, seconded by Trustee Ferraro

Ayes: Mayor Dwyer, Trustees Ferraro and Karl

Nays: None

APPOINTMENT – J. THAU – P/T DISPATCHER – POLICE DEPARTMENT:

RESOLVED, the Board of Trustees appoints Jack Thau as a part-time dispatcher. All of the necessary paperwork has been completed. The effective date of hire is January 8, 2024 at an hourly rate of \$24.47 per hour.

On a motion by Trustee Ferraro, seconded by Trustee Karl

Ayes: Mayor Dwyer, Trustees Ferraro and Karl

Nays: None

AUTHORIZATION TO ADVERTISE – WATER DEPARTMENT – P/T BILLING CONTROL CLERK:

RESOLVED, the Board of Trustees authorize the Village Clerk to advertise for the position of P/T Water Billing Control Clerk as follows:

P/T BILLING CONTROL CLERK

The Village of Monroe Water Department seeks a detail-oriented, responsible individual with excellent people and administrative skills. The work involves responsibility for routine clerical and keyboarding tasks in connection with office organization and the preparation of the Village's quarterly water bills. Work is performed under the general supervision of the Water Plant Operator and involves the exercise of independent judgement and accuracy in maintaining computer files on all water customers and in the billing of customers for water use. Applicant must be able to work independently as well as demonstrate proficiency in Microsoft Word and Excel. Bookkeeping skills a plus. Appointee will be subject to a background check. Hourly salary is dependent on experience.

Please submit resume and cover letter to Mayor Neil Dwyer, 7 Stage Road, Monroe, NY 10950.

On a motion by Trustee Ferraro, seconded by Trustee Karl

Ayes: Mayor Dwyer, Trustees Ferraro and Karl

Nays: None

AUTHORIZATION TO ADVERTISE - INVITATION TO BID – VILLAGE HALL RENOVATIONS PROJECT:

RESOLVED, the Board of Trustees authorize the Village Clerk to place a legal notice in the Times Herald Record advertising the Village Hall Renovations Project provided by David Niemotko Architects, P.C., 167 Stage Road, Monroe, NY, with a bid opening scheduled for February 9, 2024 at 10:00AM in Village Hall, 7 Stage Road.

On a motion by Trustee Karl, seconded by Trustee Ferraro

Ayes: Mayor Dwyer, Trustees Ferraro and Karl

Nays: None

MAYOR & TRUSTEE REPORT:

Trustee Karl asked for an update on the Pond Dredging Project. Mayor Dwyer explained that there had been a revision to the scope of work from the first bidder. The second lowest bidder has presented a plan using sock technology, having one set up on each pond. Village events would still be in place as there would be no loss of access to the park. Trustee Karl inquired as to if draining the pond and just cleaning it up has been discussed. Trustee Karl also confirmed that the grant from Senator Skoufis in the amount of \$565,000.00 is still good towards the pond dredging.

Trustee Karl has noticed bulk items throughout the Village have been out for several weeks without being picked up from Marangi. This needs to be addressed as it doesn't look good. He also has concerns over the tonnage limit in the agreement mentioned in the constant contact sent out by the Town of Monroe. Mayor Dwyer and Trustee Karl agree that rental homes should be charged a commercial rate for garbage pick-up. Mayor Dwyer said a meeting has been set with Marangi for next week.

Trustee Karl expressed concerns for properties in the Village with multiple cars parked in front yards. He suggested looking at water meter readings and compare the water usage to the average American Water Works Association (AWWA) suggested figures per members in the household to see if water is being used in excess to help determine how many people are living in the household.

PUBLIC COMMENT: #PRESENT 0 TIME: 9:45AM

No public comment.

ADJOURNMENT:

On a motion by Trustee Ferraro, seconded by Trustee Karl, with all in favor, the meeting was adjourned at 9:45AM.

Respectfully Submitted,

**Kimberly Zahra
Village Clerk**