

REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF HIGHLAND FALLS

November 3, 2014

A regular meeting of the Board of Trustees of the Village of Highland Falls was held at the Village Hall, 303 Main Street, Highland Falls, NY on November 3, 2014.

The Meeting was called to order by Mayor Flynn at 7:00 P.M.

Members present were:

Mayor Patrick Flynn  
Trustee Robert Mellon  
Trustee Barbara Murphy

Members absent were:

Trustee Harold Brown  
Trustee Anthony Farina

Also present were:

Village Clerk, Regina M. Taylor  
Police Chief, Kenneth Scott  
Camera Operator, Kevin Coffey  
Village Attorney, William Florence  
Village Treasurer, Ed Magryta  
News of the Highlands Editor, Mary Jane Pitt  
Nancie Williams & Barb Talbot, representatives from Joseph E. Mastrianni, Inc.  
Approximately 3 Community Residents

Mayor Flynn welcomed everyone and opened the meeting with a moment of silence for all our fallen soldiers and community members who have passed away since our last meeting.

On a motion by Trustee Murphy, seconded by Trustee Mellon and unanimously carried, a Public Hearing, as duly advertised, was opened at 7:03 P.M. for the purpose of receiving public comment on the Village's PHA Plan for 2015 for the Section 8 Housing Choice Voucher Program.

Nancie Williams, a representative from Joseph E. Mastrianni, Inc, the program Administrator for the Village, was on hand to present the annual report for the Voucher Choice Program. ( a copy of this report is appended to the minutes). Ms. Williams stated that the annual report is a requirement of HUD. (Housing & Urban Development), that there are currently 65 families receiving assistance and in order to receive assistance, an applicant must meet the requirement of either living or working in the community. Ms. Williams also stated that recipients are required to find their own housing and make sure that the housing meets the requirements of HUD. Ms. Williams reported that Mastrianni's performs annual inspections of housing units and that recipients are required annually to update documentation on the number of members of the household and income levels for all members. Ms. Williams reported that there is a full time fraud investigator and he would be willing to answer anyone's questions regarding whether a property is one of their units and/or if someone suspects fraud is going on. Ms. Williams encouraged the community to take an active part in policing of suspected fraud within the program.

Village resident Kathy Gass asked how the federal money gets allocated. Ms. Williams explained how the money gets allocated among the eligible recipients.

The Mayor expressed his support of Joseph Mastrianni, Inc. in its administration of our program and also expressed his support in the FSS program and the success it is having in working to graduate people from the program. Trustee Murphy thanked Ms. Williams for spending so much time with her today answering her questions and stated that she thinks the way the program is structured is right at this time for our people. The Village Board thanked Ms. Williams for her presentation and expressed their appreciation for the good job that the company is doing on behalf of the Village.

All questions being asked and all comments heard, the Public Hearing closed at 7:17pm on a motion by Trustee Murphy, seconded by Trustee Mellon and unanimously carried.

Trustee Mellon motioned the following:

Resolution  
Village of Highland Falls  
Adopting the Section 8 Housing Choice Voucher Program  
PHA Plan for 2015

The motion was seconded by Trustee Murphy and on a roll call vote the results which follow:

3 Ayes 0 Noes 2 Absent

motion carried. (a true and complete copy of this resolution is appended to these minutes)

Treasurer Magryta addressed the Board on budgetary concerns. The Treasurer recommended a calculated austerity be put into place and that Department Heads seek Board approval before any expenditures over \$500.00 are made. Treasurer Magryta presented an updated Procurement Policy to the Village Board and recommended Board approval. The Treasurer recommended approval for a necessary budget amendment and budget transfers that he has provided to the Board. The Treasurer updated the Board on the insurance claim for the front end loader and explained that the Village is still waiting for a revised bill from the vendor so that the insurance claim can be finalized.

The Mayor responded that he is in agreement with Treasurer Magryta about spending and that he will bring this up at the Department Head meeting next week.

The October 2014 Police Department Report was presented to the Board by Chief Scott.

The October 2014 Fire Department Report was presented by Trustee Murphy. Trustee Murphy reminded the community that the smoke detector installations continue and the Department has been busy going to the schools discussing fire prevention.

Mayor Flynn reported on some upcoming events in the community, recognized the Italian Man & Woman of the Year, appealed for volunteers to work with Vision to prepare for the upcoming Winterfest and also encouraged donations to the beautification fund. Mayor Flynn reported that he would like to move forward to fill the Sargent's position in the Police Department and is working with County on getting the list and hopefully will be able to make an appointment at the next Board meeting.

Trustee Mellon reported that the Senior Center is close to opening. Trustee Mellon reported that the Board is working on a plan to transition the building over from completion of repairs to being able to be occupied. The Mayor responded that the Board's goal is to move the programming and responsibility of the building over to recreation, but right now, the Village needs to get it open and start the clock on the ten year ownership requirement of the Community Development grant.

Trustee Mellon motioned to approve the below listed minutes as follows:

a) Regular Meeting – October 20, 2014

The motion was seconded by Trustee Murphy and unanimously carried.

Trustee Mellon motioned to approve the request from Water Plant Operator Jack Sibley to attend the Hudson Valley Water Works Conference on November 13<sup>th</sup> from 8:00am -3:00pm in Montgomery, NY at a cost of \$30.00.

The motion was seconded by Trustee Murphy and unanimously carried.

Trustee Murphy motioned to appoint Regina Taylor, Village Clerk as the Claims Manager to handle 207c applications per the PBA Union Contract.

The motion was seconded by Trustee Mellon and unanimously carried.

Trustee Murphy motioned to approve the updated Procurement Policy as recommended by the Village Treasurer. The motion was seconded by Trustee Mellon and unanimously carried.

Trustee Mellon motioned to approve the budget transfer of \$5,959.02 from A.1990.1990 General Contingency to A.1930.0400 Judgments & Claims to cover a tax certiorari as recommended by the Treasurer.

The motion was seconded by Trustee Murphy and unanimously carried.

Trustee Murphy motioned to approve the budget transfer of \$1,500.00 from A.1990.1990 General Contingency to A.7120.0400 Beautification Contractual to cover beautification expenditures as recommended by the Treasurer.

The motion was seconded by Trustee Mellon and unanimously carried.

Trustee Mellon motioned to approve the budget amendment to increase A.0000.05990 General Fund Balance \$47,280.00 and to increase A.1990.1190 General Contingency \$47,280.00 to cover the cost of the demolition of 109 Center Street as recommended by the Treasurer.

The motion was seconded by Trustee Murphy and unanimously carried.

A motion was made by Trustee Murphy to approve the bills and claims for \$118,226.43 plus \$47,280.00 for Boyce Excavating, for a total of \$165,506.43 from the following listed funds:

FY 14-15	General Fund	\$93,948.25
	Section 8	\$55,723.27
	Water Fund	\$11,828.54
	Sewer Fund	\$4,006.37

The motion was seconded by Trustee Mellon and unanimously carried.

Trustee Mellon motioned to enter executive session to discuss a specific individual in a personnel matter. The motion was seconded by Trustee Murphy and unanimously carried. The Board entered Executive Session at 8:00P.M.

Trustee Mellon motioned out of executive session. The motion was seconded by Trustee Murphy and unanimously carried. The regular meeting reconvened at 9:25P.M.

Trustee Mellon motioned to adjourn. The motion was seconded by Trustee Murphy and unanimously carried.

The meeting closed at 10:31P.M.

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Regina M. Taylor, Village Clerk