

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

November 18, 2013

A regular meeting of the Board of Trustees of the Village of Highland Falls was held in Village Hall, 303 Main Street, Highland Falls, New York on November 18, 2013.

The Meeting was called to order by Mayor Patrick Flynn at 7:03 P.M.

Members present were:

Mayor Patrick Flynn
Trustee Harold Brown
Trustee James DiSalvo
Trustee Robert Mellon
Trustee Barbara Murphy

Also present were:

Village Clerk, Regina M. Taylor
Village Treasurer, Edward Magryta
Police Chief, Kenneth Scott
Fire Chief, John Rush
News of the Highlands Editor, Mary Jane Pitt
Kevin Coffey, TV Camera Operator
Approximately 4 Community Residents

Mayor Flynn opened the meeting with a moment of silence for all of our fallen soldiers.

Village Treasurer, Edward Magryta presented a verbal report to the Board on the following topics:

1. The annual audit with Nugent and Haeussler, PC,
2. The monthly revenue and expense report to the Mayor and copy available for Board,
3. Verified with Counsel that bonding documents for the WWTP from 4/15/13 are correct,
4. Request Board to approve the establishment of a Senior Center Fund and authorize the Village Treasurer to review all financial transactions.

A motion was made by Trustee Mellon to approve the establishment of a Senior Center Fund and authorize the Village Treasurer to review all financial transactions.

The motion was seconded by Trustee Murphy and unanimously carried.

Trustee DiSalvo questioned an invoice in the Bills and Claims for \$2,500.00 for Ronald Clum, CPA for work performed on the filing of the AUD. Treasurer Magryta explained to Trustee DiSalvo that it was necessary for the Village to be compliant in its filing and that the previous treasurer also used consulting advice. Treasurer Magryta reported that the funds were budgeted for in the audit line under the Treasurer's accounts.

Trustee Murphy reported that the Fire Department has amended their bylaws changing the date of elections to the first Tuesday in December and that new officers will take effect 1 January.

Trustee Mellon read the WWTP Report for the month of October 2013.

Trustee DiSalvo presented the Building Department report for September and October. Trustee DiSalvo added that he had spoken with the Building Inspector regarding the property at 109 Center St and informed the Board that the Building Inspector is getting demolition quotes on the property. Regarding 84 Mearns Ave., Trustee DiSalvo reported that Building Inspector has had contact with a new owner who appears cooperative about taking care of property maintenance issues. Trustee DiSalvo reported the Building Inspector is looking into the code on political signage.

The Mayor responded that the Attorney has advised that political signs are included with temporary signs and must be looked at together.

Mayor Flynn suggested the east access to Veteran's Way be closed off to encourage traffic north through Main Street and asked the Board for suggestions of possible locations for the "I Donate Goods, Inc." to put containers in, if possible, without blighting the community. The Mayor reported he would like anyone interested in volunteering on the Ethics Committee to contact him at Village Hall. The Mayor also commented that he would contact with Supervisor Livsey to make Memorial Park a fully Town owned property or Village owned, to avoid any confusion on the matter.

Mayor Flynn reported to the Board that an invoice for the 4th of July Committee for an insurance premium came to the Village of Highlands again prompting concerns about any outstanding liabilities that the 4th of July Committee may have incurred on the Village. The Mayor asked the Board to have a certified letter sent to the Treasurer of the 4th of July Committee requesting an audit of the accounting records.

The Mayor updated the Board regarding electric supply expenses and explained that the Village has just entered into a three year contract with our current supplier so any thoughts of joining with the County will have to wait until the renewal process comes up.

A motion was made by Trustee Murphy to send a certified letter to the Treasurer of the 4th of July Committee requesting an audit of their accounting records.

The motion was seconded by Trustee Mellon and unanimously carried.

A motion was made by Trustee DiSalvo to approve the below listed minutes:

a) Regular Meeting – November 4, 2013

The motion was seconded by Trustee Brown and unanimously carried.

A motion was made by Trustee Mellon to have the parking meters covered from December 1, 2013 to January 2, 2014 to encourage local holiday shopping on Main Street.

The motion was seconded by Trustee DiSalvo and unanimously

Trustee Murphy motioned to appoint Joseph Mesaris as a PT Parking Enforcement Officer, at the rate of \$12.35/hr., with maximum probation of 52 weeks.

The motion was seconded by Trustee DiSalvo and unanimously carried.

Trustee DiSalvo motioned to accept 2014 funding for Village of Highland Falls DARE K-8-\$600.00(PYD) Positive Youth Development from the Orange County Youth Bureau.

The motion was seconded by Trustee Brown and unanimously carried.

Trustee Brown motioned to approve the request from the “HFFD Auxiliary” to reserve 30 parking spots in Municipal Lot #1, on Saturday, December 7, 2013 from 10:00am to 4:00pm, for vendors participating in the Highland Falls Auxiliary Vendor Fair.

The motion was seconded by Trustee DiSalvo and unanimously carried.

Trustee Mellon motioned to approve the training request from WWTP Operator John Jones and Water Plant Operator, Jack Sibley to attend the NY Rural Water Association “Chemical addition for Water/Wastewater Treatment” on December 11, 2013 in New Hampton, NY at the cost of \$17.00/pp.

The motion was seconded by Trustee Murphy and unanimously carried.

Trustee DiSalvo motioned to approve the Fire Chief’s request to take engine 429 and the Chief’s Vehicle to Washingtonville, NY on Saturday, December 7th for a Christmas Parade.

The motion was seconded by Trustee Brown and unanimously carried.

A motion was made by Trustee DiSalvo to approve the bills and claims for \$40,244.71 (\$42,744.71 minus \$2,500 for vendor Ronald Clum, CPA from the listed funds:

FY 13-14	General Fund	\$19,599.08
	Section 8	\$ 6,714.00
	Water Fund	\$ 7,370.83
	Sewer Fund	\$ 6,560.80

The motion was seconded by Trustee Murphy and unanimously carried.

A motion was made by Trustee Murphy to enter into discussion on the invoice for Ronald Clum, CPA. The motion was seconded by Trustee Mellon and unanimously carried.

A motion was made by Trustee Murphy to approve the bills and claims for \$2,500 for Ronald Clum, CPA from the listed funds:

FY 13-14	General Fund	\$2,500.00
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The motion was seconded by Trustee Mellon and on Aye votes from Trustees Mellon, Murphy and Mayor Flynn, and Nay votes from Trustee DiSalvo and Brown, motion carried.

Trustee DiSalvo motioned to enter into executive session to discuss employment history of a particular corporation and contracts.

The motion was seconded by Trustee Mellon and unanimously carried. The Board entered into executive session at 8:21 P.M.

Trustee Murphy motioned to come out of executive session at 9:22 P.M. The motion was seconded by Trustee Mellon and unanimously carried.

The regular meeting reconvened at 9:22 P.M.

Trustee DiSalvo motioned to approve the project extension request from JAT Contracting Corp until December 16th and have JAT Contracting Corp provide an “in-kind service” invoice in lieu of liquidation damages.

The motion was seconded by Trustee Murphy and unanimously carried.

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

The meeting closed at 9:24 P.M.