

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

April 21, 2014

A regular meeting of the Board of Trustees of the Village of Highland Falls was held in Village Hall, 303 Main Street, Highland Falls, NY on April 21, 2014.

The Meeting was called to order by Mayor Flynn at 7:03P.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  
Village Treasurer, Ed Magryta  
Police Sergeant, James Lavelle  
Fire Chief, Steve Suarez  
News of the Highlands Editor, Mary Jane Pitt  
Camera Operator, Kevin Coffey  
Town Councilwoman, Adrienne Voltaire  
Chamber of Commerce President, Tom Oso  
Four West Point Cadets with Officer Representatives and Support Staff  
William J Florence, Esq. Peekskill, NY  
Approximately 5 Village residents

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

Mayor Flynn welcomed Major Julia Brennan, Sgt Major Bradley, their support staff and four West Point Cadets who would be presenting their senior report. This presentation was the conclusion of a project that dealt with the economic differences between the Village of Highland Falls and other tourist destinations, for example, Annapolis, and how to attract tourists to our community as well as what would motivate the cadets to also spend more time and money in our community. The Cadets suggested two committees, one for business improvement and one for public outreach. The Cadets described Highland Falls as a "hidden gem" that could use a little polishing. The Mayor thanked the cadets for all their work and for bringing their results before the Board and the community.

Mayor Flynn commended Kevin Hurst and the DPW crew for working hard and completing many jobs over the past few weeks. Mayor Flynn reported that he will be introducing a new concept, breaking the Village into four districts and appointing a representative for each district that will be a liaison to the Village Board with any concerns residents that live in these districts might have. The Mayor started with district 2 and named William Hurtado the representative.

The Building Department Report for April 2014 was read by Trustee Mellon.

Trustee Murphy read an announcement letter from the Fire Department that explained the RecruitNY Drive, being held on Sunday, April 27<sup>th</sup> in municipal lot #2 between 12:00noon and 3:00pm, that our local fire company would be participating in. Chief Suarez added that the Highland Falls Fire Department would be teaming up with the Fort Montgomery Fire District to discuss the requirements to be a volunteer, as well as conduct demonstrations, answer questions and let people know how to get involved in the fire department. Chief Suarez said it promises to be a great day.

The Treasurer's Report was presented by Treasurer Ed Magryta. The topics discussed included the following:

1. monthly financial updates-revenue and expense control reports,
2. plan to adopt 2014-2015 budget on April 28<sup>th</sup>
3. to look closely at fund balance for all funds before final adoption
4. tax roll is 9% lower than last year, and will likely increase tax rate by .72 cents/1000.

Discussion was held on two requests to raise chickens. No action was taken on either request.

Trustee Mellon motioned the following:

Resolution and Order  
 Village of Highland Falls Board of Trustees  
 Unsafe Building Determination and Order  
 8 South Street  
 Tax Map No. 103-6-24

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 the resolution is appended to these minutes.)

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

- a) Regular Meeting – April 7, 2014
- b) Special Meeting – April 10, 2014 (budget workshop)
- c) Special Meeting-April 14, 2014 (budget workshop)

The motion was seconded by Trustee Mellon and unanimously carried.

Mayor Flynn commented on the appointment of a Village Engineer. The Mayor introduced Craig Marti, P.E. Senior Managing Engineer from Barton & Loguidice, D.P.C. who gave the Board a brief synopsis of what his firm could offer the Village and referred them to the proposal that was sent last week.

No action was taken on the appointment of a Village Engineer.

Mayor Flynn tabled the request from the Highland Falls Fire Department to have municipal lot 1 reserved for the use of the Fire Department Members and their guests for the Installation Dinner to be held on May 2, 2014.

Trustee Mellon motioned to approve the request from Vision-Town of Highlands to hold a Farmer's Market , in municipal lot#2, on Sundays, beginning June 15, 2014 through October 26, 2014 from 9:00am to 2:00pm.

The motion was seconded by Trustee Murphy and unanimously carried.

Trustee Murphy motioned to approve the request from the Town of Highlands Ambulance Corp to hold a Fall Foliage Festival, on North Main Street, from Cozzens Avenue to Drew Avenue, on Saturday, October 18, 2014 from 6:00am to 4:00pm.

The motion was seconded by Trustee Mellon and unanimously carried.

Trustee Mellon motioned to approve the request from Party Time Production, sponsor of the Buffalo Soldier Kickoff, for the use of the Pavilion at Roe Park on Saturday, May 3<sup>rd</sup> from 11:00am to 5:00pm.

The motion was seconded by Trustee Murphy and unanimously carried.

Trustee Murphy motioned to approve the resignation of Part Time Dispatcher Joseph Drexler, effective immediately.

The motion was seconded by Trustee Mellon and unanimously carried.

Trustee Mellon motioned to complete the probationary period for Part Time Dispatcher Joseph Marchionno, effective immediately.

The motion was seconded by Trustee Murphy and unanimously carried.

Trustee Mellon motioned to approve the proposal from Boss Construction Co., Inc. for \$860.00 to repair the roof on Village Hall that sits over the police locker room.

The motion was seconded by Trustee Murphy and unanimously carried.

Trustee Mellon motioned to approve the training request for the Village Clerk and Trustee Murphy to attend a workshop for the 2015 CDBG Funding Application on Tuesday, April 29<sup>th</sup> from 9:00am to noon at the Orange County Fire Training Center in New Hampton, NY at no cost, and that necessary and actual expenses be approved.

The motion was seconded by Trustee Murphy and unanimously carried.

Trustee Mellon motioned to approve the request from Trustee Murphy to attend a Pattern for Progress meeting on the Infrastructure Survey, in Newburgh, NY on May 19<sup>th</sup> from 8:00am to 1:30pm and that actual and necessary expenses be approved.

The motion was seconded by Mayor Flynn and unanimously carried.

Trustee Mellon motioned to approve the transfer of \$13,431.00 from A.1620.01 Buildings Salaries to A.1620.04 Buildings Contractual to cover janitorial contractual services through the fiscal year ending May 31, 2014.

The motion was seconded by Trustee Murphy and unanimously carried.

A letter from Occupations, Inc. requesting to sell raffle tickets in the Village of Highland Falls was tabled.

Trustee Murphy motioned the following:

Resolution to Relevy  
Unpaid Water Bills  
May & November 2013

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

3 Ayes 0 Noes 2 Absent

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

Trustee Mellon motioned the following:

Resolution to Relevy  
Unpaid Sewer Bills  
June & December 2013

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 the resolution is appended to these minutes.)

Trustee Mellon motioned the following:

Resolution  
Village of Highland Falls Board of Trustees  
Supporting and Concurring in the Department of Energy  
DE-FOA-000997 Funding Application

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 the resolution is appended to these minutes.)

A motion was made by Trustee Mellon to approve the bills and claims for \$41,007.70 from the following listed funds:

FY 13-14	General Fund	\$23,319.40
	Water Fund	\$ 6,669.12
	Sewer Fund	\$11,019.18

The motion was seconded by Trustee Murphy and unanimously carried.

Public Comments:

Loma Yehl, 45 Cozzens Ave. and Maureen Arias, Roe Park, commented that they would be working together to sponsor a Fashion Show to be held at the Side Street Saloon on May 18<sup>th</sup> at 5:30p.m., to benefit the Senior Center and a Wing Night to show support for the youth of the community during the end of school year.

Treasurer Magryta conducted a mini budget workshop at 8:53p.m. Treasurer Magryta recommended to the Village Board that the Judgment and Claims line be increased by \$5,000.00 because of recent tax certioraris' settled or to be settled. The Treasurer also mentioned that he would be looking at the fund balance very carefully and that more may be added to the budget before final adoption. Finally, the Treasurer recommended that the Board hold a special meeting on Monday, April 28<sup>th</sup> at 6:30pm to adopt the budget.

The Mayor and the Board agreed to set the meeting date of April 28<sup>th</sup> at 6:30pm to adopt the budget and directed the Village Clerk to publish and post the necessary notices. The budget workshop concluded at 9:01p.m.

Trustee Murphy motioned to enter executive session to discuss a specific individual in a personnel matter. The motion was seconded by Trustee Mellon and unanimously carried.

The Board entered executive session at 9:01p.m.

Trustee Mellon motioned out of executive session. The motion was seconded by Trustee Murphy and unanimously carried. The regular meeting reconvened at 10:08pm.

Trustee Mellon motioned to approve a stipend for Kevin Hurst, Chief Water Plant Operator, for additional DPW supervisory duties for the pay period 1/29/14 – 4/23/14 for \$5,386.41. The motion was seconded by Trustee Murphy and unanimously carried.

Trustee Murphy motioned to approve a stipend of \$769.23, per pay period, for Kevin Hurst, Chief Water Plant Operator, for additional DPW supervisory duties for pay period ending 4/18/14 through pay period ending 6/4/14 and to continue each pay period, as budgeted for in fiscal year 2014-2015, until such time as the Board makes any change.

The motion was seconded by Trustee Mellon and unanimously carried.

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

The meeting closed at 10:15p.m.

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Regina M. Taylor, Village Clerk