

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

January 16, 2018

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 January 16, 2018.

The Meeting was called to order by Mayor D'Onofrio at 7:05P.M.

Members present were:

Mayor Joseph E. D'Onofrio  
Trustee Brian Aylward  
Trustee Mervin R. Livsey, Jr.  
Trustee Barbara Murphy  
Trustee James Ramus

Also present were:

Village Clerk, Regina M. Taylor  
Village Attorney, Alyse Terhune  
Chief WWTP Operator, John Jones  
Town Councilman, Richard Parry  
News of the Highlands Editor, Mary Jane Pitt  
Approximately 6 Community residents

Mayor D'Onofrio opened the meeting with a moment of silence for all our fallen soldiers and community members since the last meeting.

Trustee Ramus motioned to table Resolution for HPU. The motion was seconded by Trustee Livsey and unanimously carried.

Trustee Murphy motioned to approve the following minutes as written:

-Special Meeting December 18, 2017  
-Special Meeting EDC December 18, 2017  
-Regular Meeting December 18, 2017  
-Special Meeting December 29, 2017  
-Regular Meeting January 2, 2018

The motion was seconded by Trustee Aylward and unanimously carried.

Trustee Ramus motioned to recognize that the position of Fire Chief is held by Erik Smith and Assistant Chief is held by Steve Suarez from January 1, 2018 to December 31, 2018 following elections held on December 5, 2017.

The motion was seconded by Trustee Livsey and unanimously carried.

Trustee Aylward motioned to approve new HFFD member, Jason Routzahn, as recommended by Fire Chief Erik Smith.

The motion was seconded by Trustee Murphy and unanimously carried.

Trustee Aylward motioned to approve the Town of Highlands St. Patrick's Parade on March 3<sup>rd</sup> from 1:30pm to 2:45pm from Havens Road to Homestead Avenue and waive the Live Entertainment Permit fee of \$50.00. The motion was seconded by Trustee Murphy and unanimously carried.

Trustee Livsey motioned to authorize the Mayor to sign the permission slip for L.I.F.E. (Limnology Information and Freshwater Ecology Inc.) to handle the permit process with the NYSDEC for Roe Pond lake management needs.

The motion was seconded by Trustee Aylward and unanimously carried.

Trustee Aylward motioned to authorize the Mayor to sign Agreement with MHE for professional services for the Belt Filter and RBC Project for basic services of \$72,000.00, Construction phase estimate hourly of \$35,000.00 and Operational phase estimate hourly of \$4,500.00 (only billed for actual time based on MH&E staff required)

The motion was seconded by Trustee Ramus and unanimously carried.

Trustee Livsey motioned to authorize the Mayor to sign the State and Municipal Facilities Program Preliminary Application for the Roe Park Revitalization grant sponsored by Assemblyman Skoufis.

The motion was seconded by Trustee Murphy and unanimously carried.

Trustee Livsey motioned the following:

Village of Highland Falls  
Resolution Introducing Local Law  
Amendment To Schedule Of Off-Street Parking Space  
Requirements for Non-Residential Uses

The motion was seconded by Trustee Murphy and adopted on a vote of 5 Ayes and 0 Nays. (A true and complete copy of the resolution is appended to these minutes).

Trustee Aylward motioned the following:

Resolution for Final Notice And  
Termination of Service For Unpaid Water Bills  
For: May 2017 and November 2017

The motion was seconded by Trustee Livsey and adopted on a roll call vote of 5 Ayes and 0 Nays. (A true and complete copy of the resolution is appended to these minutes).

Trustee Ramus motioned to reschedule meeting for Monday, February 19<sup>th</sup> to Tuesday, February 20<sup>th</sup> due to President's Day Holiday.

The motion was seconded by Trustee Livsey and unanimously carried.

Trustee Murphy motioned to accept the resignation of Village Street Superintendent Gary Boyce, effective January 17, 2018 and thanked Mr. Boyce for his many years of service to the Village of Highland Falls.

The motion was seconded by Trustee Livsey and unanimously carried.

A motion was made by Trustee Aylward to approve the bills and claims for \$209,750.57 from the following listed funds:

FY 17-18	General Fund	\$177,282.23
	Water Fund	\$ 20,405.82
	Sewer Fund	<u>\$ 12,062.52</u>
		<u>\$209,750.57</u>

The motion was seconded by Trustee Murphy and unanimously carried.

Mayor D'Onofrio reminded residents to get their cars off the streets during snowstorms so that the DPW can plow without obstructions. Mayor D'Onofrio reported that water leaks have been more than usual with the cold weather and have asked the Police and residents to look for water in the streets which could indicate a water main break.

Trustee Aylward reported that the DPW has received the new dump truck. Trustee Aylward reminded residents that the budget season is coming and the Board will be looking at all costs and is very aware of the tax cap constraints.

Trustee Livsey commented, as a resident, about snow removal on sidewalks along Mountain Avenue. Mr. Livsey explained that residents do shovel their areas, however, State snowplows inevitably come along afterwards and push the snow back onto the sidewalks.

Trustee Murphy presented the Fire Department Report for December 2017 and encouraged residents to cooperate with the upcoming CENSUS as the information is essential to the Village for grant eligibility.

Trustee Ramus presented the WWTP report for December 2017.

Trustee Ramus motioned to enter executive session for a personnel matter and advice of counsel for pending litigation. The motion was seconded by Trustee Livsey and unanimously carried.

The Board entered executive session at 7:52P.M.

Trustee Aylward motioned out of executive session. The motion was seconded by Trustee Livsey and unanimously carried.

The regular meeting reconvened at 8:30P.M

Trustee Livsey motioned to appropriate an amount not to exceed \$1,000.00 to be used in law enforcement activity, to be managed by the Chief of Police and accountable to the Board of Trustees upon request.

The motion was seconded by Trustee Aylward and unanimously carried.

Trustee Livsey motioned to appoint John Jones part-time interm Street Superintendent for a stipend of \$770.00/pay period, effective 1/16/18, charged to Street Administration Salaries A5010.01, for an end date to be determined.

The motion was seconded by Trustee Murphy and unanimously carried.

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

The meeting closed at 8:41P.M.

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Regina M. Taylor, Village Clerk