

VILLAGE OF HIGHLAND FALLS
ANNUAL
REORGANIZATION MEETING

April 5, 2021

1. MAYOR Joseph D’Onofrio made the following appointments:
 - A. Deputy Mayor Brian Aylward
 - B. Police Commissioner Brian Aylward
 - C. Fire Commissioner Joseph E. D’Onofrio
 - D. Sanitation/Wastewater Commissioner Melanie Guererro
 - E. Street Commissioner Brian Aylward
 - F. Water Commissioner Gary Phillips
 - G. Building Commissioner Regina Taylor
 - H. Building Dept./Code Enforcement Liaison James DiSalvo
 - I. Disaster Preparedness Liaison Kurt Hahn & Joseph E. D’Onofrio
 - J. Village of Highland Falls Program Director Mervin Livsey Jr.
 - K. Senior Citizen Liaison Joseph E. D’Onofrio
 - L. DPWEA Union Negotiators Village Labor Attorney
 - M. Police Union Negotiators Village Labor Attorney
 - N. Spanish/Latino Community Liaison Ivan Marzan & Hector Allemont
 - O. Town Liaison Joseph E. D’Onofrio
 - P. School Liaison Brian Aylward
 - Q. West Point Liaison Joseph D’Onofrio

2. TRUSTEE AYLWARD moved the following One Year Appointments be Approved:

- A. Deputy Village Clerk/Treasurer Ana Sierra
- B. Attorney for the Village Alyse Terhune, Esq
- C. Budget Officer Ralph J. Walters
- D. Bingo Inspector Sergeant Torpey
- E. Fair Housing Officer Ana Sierra
- F. MWBE Officer Village Clerk
- G. 911 Addressing Coordinator Sgt Torpey & Fire Chief
- H. Bog Meadow Caretakers William Baran, Randy Meche, James Titolo

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

4 Ayes 1 Nay (Guerrero) motion carried.

3. TRUSTEE DiSalvo, moved the following Two Year Appointments be Approved:

- A. Clerk Regina M. Taylor
- B. Treasurer Ralph J. Walters
- C. Tax Collector Ralph J. Walters
- D. Purchasing Clerk n/a

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

4 Ayes 1 Nays (Guerrero) motion carried.

4. TRUSTEE DiSalvo moved the Approval of the following:

- A. The official depositories for the Village funds shall be **JP Morgan Chase, N.A. HSBC Bank USA, Orange County Trust, Key Bank.**
- B. The Official Newspaper of the Village shall be **The News of the Highlands**
(Times Herald Record as needed)
- C. All regular Village Board Meetings shall be held on the **First Monday**
of each month at **7:00 P.M.**, in the Village Hall, 303 Main Street, Highland Falls, New York 10928 & the **Third Monday** of each month at **7:00 P.M.**
Bills & Claims will be approved at each meeting.
- D. The Official Business Hours of the Village Office are:
8:30 A.M. through 4:00 P.M. daily except Saturdays, Sundays and Holidays.

- E. The Annual Inspection of Village Installations and Streets will be held in : June 2021
- F. The Annual Inventory for Village Fixed Assets shall be held during the month of June 2021
- G. The Mayor shall be authorized to sign checks and disburse Village funds in the event of an emergency or in the absence of the Treasurer, Deputy Treasurer or Village Clerk.
- H. Appointment of J. Robert Folchetti & Associates as Village Engineer.
- I. Reimbursement rate for the authorized use of privately owned vehicles shall be determined by the IRS Federal Tax Guide (circular E), rate for 2021 is \$.56¢ per mile.
- J. That Pursuant to Section 281.1 of the New York State Bingo Commission rules and regulations, the Bingo Inspector, Sergeant Torpey, is authorized to act in matters pertaining to Bingo Operations for the Village Board, in the Village of Highland Falls.
- K. Discrimination/Harassment Committee _____.
- L. That pursuant to part 5600, of the rules and regulations of Games of Chance, delegated to the following named officers, the responsibility and authority granted to them by law, in relation to the issuance, amendment, and cancellation of license, the conduct of investigations and hearings, the supervision of the operation of games of chance and the collection, utilization and transmission of fees for a period of one (1) year:

Village Clerk & Deputy Village Clerk.
- M. That pursuant to Village Law §5-524(6), the board of trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges. All such claims must be presented at the next regular meeting for audit and the claimant and the officer incurring or approving the claims are jointly and severally liable for any amount the board of trustees disallows.
- N. Pursuant to Chapter 12, §12-2 of the code of the Village of Highland Falls, that the continuity of government in the event of an emergency disaster shall be as follows:

Deputy Mayor George Dapra, William Baran, Ray Deveraux

Deputy Fire Commissioners Ken Palazzo, Ken Conley

Deputy Sanitation Commissioners Joseph Belladone, Anthony Pelella,

Deputy Street Commissioners Carlo Meyer, Randy Meche

Deputy Water Commissioners Arvel Brown, Hector Allemont

Deputy Chief of Police Thomas Pitt, George Fallon,

Deputy Clerk Ellen Connors, Lillian Mims,

Deputy Treasurer Harvey Green, Frank Taylor

Trustee Phillips seconded the motion and on a roll call vote, the results which follow:

5 Ayes 0 Nays motion carried.

A. Trustee _____, moved that, after review, the previously adopted written investment policy be continued.

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

___Ayes ___Nays motion carried.

B. Trustee_____moved that, after review, the previously adopted procurement policy be continued.

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

___Ayes ___Nays motion carried.

C. Trustee Aylward_____moved that Village Hall will close at 1:00pm on Thursday, December 23, 2021.

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

5 Ayes 0 Nays motion carried.

Trustee Guerrero_____, moved to adjourn, seconded by Trustee Aylward and on a roll call vote, the results which follow: 5 Ayes 0 Nays motion carried.

Reorganization closed at 7:17pm.