

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

April 4, 2022

A special 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 April 4, 2022.

The meeting was called to order by Mayor D’Onofrio at 7:00P.M.

Members present were:

Mayor Joseph E. D’Onofrio
Trustee Brian Aylward
Trustee James DiSalvo
Trustee Melanie Guerrero
Trustee Gary C. Phillips

Also present was:

Village Clerk, Regina M. Taylor
Village Treasurer, Ralph J. Walters
News of the Highlands Editor, Mary Jane Pitt
Camera Operator, Sean Lackhan
Approximately 14 Community members

Mayor D’Onofrio opened the meeting and remembered our service members and Community members who have passed away since the last meeting. The meeting was held under the CDC and Orange County Department of Health guidelines.

Mayor D’Onofrio commented that Trustee DiSalvo would be the presiding officer for tonight’s meeting.

Trustee DiSalvo motioned to open a public hearing, as duly advertised, on the Tentative Budget for fiscal year 2022-2023. The motion was seconded by Trustee Phillips and unanimously carried.

The public hearing opened at 7:01p.m.

Mayor D’Onofrio reported that a budget workshop will be held on Saturday, April 23rd at 9:30am and that it is allowed now that the public hearing was held. Mayor D’Onofrio introduced the Village Treasurer, Ralph Walters, to read the tentative budget. Mr. Walters read the subtotals of each line item in the General Fund, Water Fund and Sewer Fund requested budgets for FY 22-23. Mr. Walters reported the increase in tax rate to be approximately 32cents. Mr. Walters reported that the Village tax rate is under the current tax cap of 2% mandated by New York State.

Mayor D’Onofrio reported that no public comments were given.

Trustee Aylward motioned to close the public hearing. The motion was seconded by Trustee DiSalvo and unanimously carried.

The public hearing closed at 7:09p.m.

Trustee Phillips motioned to open the Annual Reorganization Meeting of the Village of Highland Falls. The motion was seconded by Trustee DiSalvo and unanimously carried.

Reorganization opened at 7:09p.m.

1. MAYOR Joseph E. D’Onofrio made the following appointments:

- A. Deputy Mayor James DiSalvo
- B. Police Commissioner Brian Aylward
- C. Fire Commissioner Joseph E. D’Onofrio
- D. Sanitation/Wastewater Commissioner James DiSalvo
- E. Street Commissioner Brian Aylward
- F. Water Commissioner Gary Phillips
- G. Building Commissioner Regina Taylor

- H. Building Dept./Code Enforcement Liaison Melanie Guerrero
- I. Disaster Preparedness Liaison Kurt Hahn & Joseph E. D’Onofrio
- J. Senior Citizen Liaison Joseph E. D’Onofrio
- K. DPWEA Union Negotiators Village Labor Attorney
- L. Police Union Negotiators Village Labor Attorney
- M. Spanish/Latino Community Liaison Ivan Marzan & Hector Allemont
- N. Town Liaison Joseph E. D’Onofrio
- O. School Liaison Brian Aylward
- P. West Point Liaison Joseph E. D’Onofrio

2. TRUSTEE DiSalvo 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 Ruger
- E. Fair Housing Officer Ana Sierra
- F. MWBE Officer Village Clerk
- G. 911 Addressing Coordinator Detective Kleveno & Fire Chief
- H. Bog Meadow Caretakers William Baran, Randy Meche, James Titolo, Michael Slapp, James Ramus

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

5Ayes 0 Nays motion carried.

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

- A. Clerk n/a
- B. Treasurer n/a
- C. Tax Collector n/a
- D. Purchasing Clerk Luciana Brown

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

5 Ayes 0 Nays motion carried.

4. TRUSTEE Phillips 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.,

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

4 Ayes 0 Nays 1 Abstain (DiSalvo) motion carried.

TRUSTEE DiSalvo _____ moved the Approval of the following:

- 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 & Third Monday of each month at 7:00P.M., in the Village Hall, 303 Main Street, Highland Falls, New York 10928
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 2022
- F. The Annual Inventory for Village Fixed Assets shall be held during the of month June 2022
- 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 \$.585 ¢ per mile.
- J. That Pursuant to Section 281.1 of the New York State Bingo Commission rules and regulations, the Bingo Inspector, Sergeant Ruger, is authorized to act in matters pertaining to Bingo Operations for the Village Board, in the Village of Highland Falls.
- K. Discrimination/Harassment Committee Village Labor Attorney.
- 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,
- 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 , Amy McCormick Belladone
- 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 Phillips, moved that, after review, the previously adopted written investment policy be continued.

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

4 Ayes 0 Nays 1 Abstain (DiSalvo) motion carried.

B. TRUSTEE DiSalvo moved that, after review, the previously adopted procurement policy be continued.

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

5 Ayes 0 Nays motion carried.

C. TRUSTEE DiSalvo moved that Village Hall close at 1:00pm on Friday, December 23, 2022.

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

5 Ayes 0 Nays motion carried.

TRUSTEE Phillips moved to adjourn, seconded by TRUSTEE DiSalvo and on a roll call vote, the results which follow:

5 Ayes 0 Nays motion carried.

Reorganization closed at 7:17P.M.

Regina M. Taylor, Village Clerk