

REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF HIGHLAND FALLS  
March 20, 2023

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 March 20, 2023.

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 were:

Village Clerk, Regina M. Taylor  
Village Attorney, Alyse Terhune  
Camera Operator, Sean Lackhan  
News of the Highlands, Mary Jane Pitt  
OIC Sgt Jason Torpey  
Detective Randall Bailey  
Members of the Village Police Department  
Public Works Superintendent, John Jones  
Members of the DPWEA  
TOH Supervisor, Bob Livsey  
Town Council Member, Joseph DeWitt  
Approximately 27 Community Members

Mayor D'Onofrio opened the meeting and remembered our service members and Community members who have passed away since the last meeting.

Mayor D'Onofrio acknowledged that this was Trustee Aylward's last regular Board meeting and thanked him for eight years of service to the community and being a very active Board member who will be missed.

A motion was made by Trustee DiSalvo to approve the bills and claims for FY22-23 for \$477,713.35 from the following listed funds:

General Fund \$67,370.82  
Water Fund \$18,389.78  
Sewer Fund \$21,501.69  
Capital Fund \$370,451.06  
\$477,713.35

The motion was seconded by Trustee Phillips and unanimously carried.

Trustee Phillips motioned to approve the following minutes:

Special Meeting March 4, 2023 budget FY23-24

The motion was seconded by Trustee DiSalvo and unanimously carried.

Trustee Aylward motioned to approve the following minutes:

Special Meeting March 8, 2023 budget FY23-24

The motion was seconded by Trustee Guerrero and unanimously carried.

Trustee DiSalvo motioned to approve the following minutes:

Special Meeting March 9, 2023 budget FY23-24

The motion was seconded by Trustee Phillips and unanimously carried.

Trustee DiSalvo motioned to approve the following minutes:

Special Meeting March 13, 2023 budget FY23-24

The motion was seconded by Trustee Aylward and unanimously carried.

Trustee Aylward motioned to approve the following minutes:

Regular Meeting March 6, 2023

The motion was seconded by Trustee Phillips and unanimously carried.

The Village Clerk presented the Tentative Budget for FY 2023-2024 to the Village Board pursuant to Village Law §5-508(1).

Trustee Phillips motioned to set a Public Hearing on the Tentative Budget to be held on April 3, 2023 at Village Hall, 303 Main Street, at 6:30pm, followed the Annual Reorganization of the Village at 6:45pm or as soon thereafter, followed by the Regular Village Board meeting at 7:00pm or as soon thereafter.

The motion was seconded by Trustee DiSalvo and unanimously carried.

Trustee Aylward motioned to complete the probation of Account Clerk, Lynae Mesaris, effective immediately. The motion was seconded by Trustee Phillips and unanimously carried.

Trustee DiSalvo motioned to appoint Account Clerk Luciana Brown the administrative liaison to the Fire Department LOSAP program effective March 20, 2023, and that the stipend of \$1,000.00 for the additional duties be added to her salary effective June 1, 2023.

The motion was seconded by Trustee Phillips and unanimously carried.

Trustee Phillips motioned to accept the retirement of Village Clerk Regina Taylor, effective March 30, 2023, with regret.

The motion was seconded by Trustee DiSalvo and unanimously carried.

Trustee Aylward motioned to approve the appointment of Lynae Mesaris to the position of Village Clerk, with an annual salary of \$55,000.00, effective March 30, 2023.

The motion was seconded by Trustee DiSalvo and unanimously carried.

Trustee DiSalvo motioned to approve the appointment of Tabitha Songer a part-time Account Clerk, at \$20.00/hr and with maximum probation, effective March 20, 2023, per the recommendation of the Village Clerk.

The motion was seconded by Trustee Phillips and unanimously carried.

Trustee Aylward motioned to approve the appointment of Mounis Malik a member of the Comprehensive Plan Special Board as recommended by Mayor D'Onofrio.

The motion was seconded by Trustee DiSalvo and unanimously carried.

Trustee DiSalvo motioned to approve a new member of the HFFD, Jennifer Stoppel, pending results of her physical, per the recommendation of Fire Chief Erik Smith.

The motion was seconded by Trustee Phillips and unanimously carried.

Trustee DiSalvo motioned to approve a new member of the HFFD, Samuel Ehmling, pending results of his physical, per the recommendation of Fire Chief Erik Smith.

The motion was seconded by Trustee Phillips and unanimously carried.

Trustee Phillips motioned to approve the proposal from Hazen and Sawyer, for \$15,500.00 for a Filter Surveillance at the Water Treatment Plant, and authorize Mayor D'Onofrio to sign necessary paperwork.

The motion was seconded by Trustee DiSalvo and unanimously carried.

Trustee Guerrero presented the Building Department report for February and commented on the Budget Workshops held to date. Trustee Guerrero encouraged people to come to the Tentative Budget public hearing.

Trustee Aylward presented the Police Report for February and reported on upcoming events sponsored by The Center. Trustee Aylward thanked the community for supporting him as Trustee over the last eight years.

Trustee Phillips reported that Bog Meadow is at 100% capacity and that four water leaks have been repaired.

Trustee DiSalvo presented the WWTP report for February and commented that the Tentative Budget, as presented, is under the tax cap, and the public will have a chance to speak at the public hearing.

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

The meeting closed at 7:34 P.M.

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Regina M. Taylor, Village Clerk