

WORK SESSION MEETING  
OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF HIGHLAND FALLS

September 30, 2024

A work session meeting of the Board of Trustees of the Village of Highland Falls was held on September 30, 2024, at Village Hall, 303 Main Street, 2<sup>nd</sup> floor, Highland Falls, NY 10928.

The meeting was called to order by Mayor D'Onofrio at 7:03P.M.

Members present were:

Mayor Joseph E. D'Onofrio  
Trustee Peter Carroll  
Trustee James DiSalvo  
Trustee James Ramus  
Trustee Melanie Guerrero

Also present was:

Village Attorney, Alyse Terhune  
Village Clerk, Heidi Johnson  
Camera Operator, Sean Lackhan  
Approximately 10 Community Members

Mayor D'Onofrio opened the meeting and remembered Eddie Monroe and Ron Labarre, the flood victims, and our service members.

Mayor D'Onofrio reminded the board that when a motion is made and seconded, a vote is called, if a trustee does not respond it is counted as a Yes vote.

Trustee Guerrero motioned to approve

RESOLUTION – Due to unanticipated revenue from NY State Aid, the Board of Trustees approved an amendment to increase the appropriation budget A.7110.0400 Parks Contractual for \$2,609 and the revenue code A.3089 State Aid Other for \$2,609 for Fiscal Year 2024-2025

The motion was seconded by Trustee DiSalvo and passed on a roll call vote. The results follow:

**5 Ayes:** Trustee Guerrero, Trustee Ramus, Trustee Carroll, Trustee DiSalvo, Mayor D'Onofrio

Motioned carried.

Trustee DiSalvo motioned to approve the minutes as amended from the September 9, 2024 Regular Meeting with edit on page four – change sewer to water.

The motion was seconded by Trustee Guerrero.

Motion carried unanimously.

Trustee Ramus motioned to approve recommendation by Police Chief J. Torpey that the Village Board consider providing a handicap parking space in the area of 75 Church Street to provide some relief to a resident with a disability. The space would be located 71 feet 7 inches from the north/west corner of the intersection at Church Street and Homestead Avenue.

The motion was seconded by Trustee DiSalvo.

Motion carried unanimously.

Trustee Guerrero motioned to approve Annual Community Trunk or Treat event sponsored by the Highland Falls Chamber of Commerce on Sunday, October 27, 2024, from 12:00 PM to 4:00 PM at Roe Pavilion and the road between Roe and Fickens, Insurance has been received.

The motion was seconded by Trustee DiSalvo.

Motion carried unanimously.

Discussion on insurance requirement. Board is not saying the youth group should buy insurance. Conversation is about Town of Highlands hosting the event therefore they should provide the insurance.

Trustee DiSalvo motioned to approve Town of Highlands United Youth Group Halloween Costume Parade on Main Street from Memorial Park to Lot 2 on October 31, 2024, pending insurance.

The motion was seconded by Trustee Ramus and passed on a roll call vote. The results follow:

**5 Ayes:** Trustee Guerrero, Trustee Ramus, Trustee Carroll, Trustee DiSalvo, Mayor D'Onofrio

Mayor D’Onofrio opened discussion on Village Zoning.

Monday, October 7, 2024 is the Public Hearing on the current proposed Village Zoning.

Planning Board and Zoning Board members are present.

Trustee Guerrero asked for a change be made for the Pellwood Community on page 4 of the Introduction to the Local Law

Village Attorney requested all comments and changes the Board would like to make be sent to her. Board agreed.

Trustee Ramus offered to mockup a map to reflect the changes – map will match language.

Trustee DiSalvo discussed B1

No front and side setbacks – confirmed by Village Attorney

Adding a 15’ rear setbacks - confirmed by Village Attorney

Change max height to 48’ – includes roofline. Anything taller will need Zoning Board approval

Caveats to be added to the Local Law

Minimum standards for commercial development should include: Parking, Storm Water, Water/Sewer part of the proposal, Snow Storage, Delivery/Loading, Garbage Collection, Design Guidelines

Erik Smith, Jack Jannarone, Ed Dunn, James Titolo added comments about sewage, parking, square footage, density, and storm water storage as Zoning and Planning Board members.

Trustee DiSalvo motioned to change the maximum height to 48 feet in B1 including all rooftop systems

The motion was seconded by Trustee Carroll and passed on a roll call vote. The results follow:

**4 Ayes:** Trustee Guerrero, Trustee Carroll, Trustee DiSalvo, Mayor D’Onofrio **1 Nay:** Trustee Ramus

Trustee DiSalvo motioned to change the maximum height from 60 feet to 48 feet in B2 including all rooftop systems

The motion was seconded by Trustee Carroll and passed on a roll call vote. The results follow:

**3 Ayes:** Trustee Carroll, Trustee DiSalvo, Mayor D’Onofrio **2 Nays:** Trustee Guerrero, Trustee Ramus

Trustee Ramus motioned for 1.5 parking spaces per apartment unit in B1 zone.

Discussion on current law.

Motion rescinded.

Mayor D’Onofrio advised the board that one bid was submitted and opened for the Wastewater Treatment Plant Operations today from VRI. It is available for review in the clerk’s office.

Trustee DiSalvo motioned to adjourn the meeting.

The motion was seconded by Trustee Guerrero.

Motion carried unanimously.

The meeting closed at 9:22 P.M.

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Heidi Johnson, Village Clerk

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Joseph E. D’Onofrio, Mayor