



VILLAGE OF PELHAM BOARD OF TRUSTEES  
 REGULAR MEETING  
 TUESDAY, FEBRUARY 16, 2016, 8:00 PM  
 VILLAGE HALL – 195 SPARKS AVENUE, PELHAM, NY 10803

**MINUTES**

1. Call To Order
2. Pledge of Allegiance
3. Mayor's Report
4. Trustees' Reports
5. Village Administrator's Report
6. Public Comments

# Agenda Items:

| <b>Non-Recurring Items</b> |   |                                   |
|----------------------------|---|-----------------------------------|
| 7.                         | Tax Certiorari Settlement and Payment Authorizations for Pacis Associates at 625 Fifth Avenue   | <b>Approved</b>                   |
| 8.                         | Tax Certiorari Settlement and Payment Authorizations for Eric Roth at 178 Ancon Avenue  | <b>Approved</b>                   |
| 9.                         | Tax Certiorari Settlement and Payment Authorizations for Lef Merdita at 59 Seventh Street   | <b>Approved</b>                   |
| 10.                        | Resolution Authorizing Professional Engineering Design Services Agreement for Three Local Pre-Disaster Mitigation Storm Drainage Projects | <b>Discussed<br/>/<br/>Tabled</b> |
| 11.                        | Resolution Authorizing a Renewal Agreement with Mark Baumblatt for EMS/CME Training For the Village of Pelham Fire Department             | <b>Approved</b>                   |
| 12.                        | Other Business – Statement of Expenditures and Revenue as of January 31, 2016   | <b>Discussed</b>                  |
| <b>Recurring Items</b>     |   |                                   |
| 13.                        | Authorizing Accounts Payable  | <b>Approved</b>                   |
| 14.                        | Authorizing the Minutes of:   | <b>None</b>                       |
| 15.                        | Adjournment   | <b>Approved</b>                   |

Next Regularly Scheduled BOT Meetings:

**Tuesday, March 1, 2016**  
**Wednesday, March 16, 2016**

All meetings start at 8:00 p.m. unless otherwise noted.

\* The Agenda is subject to change.\*

**Item # 1 – Meeting called to order:**

The meeting of the Board of Trustees was called to order by Deputy Mayor Mutti at 8:00 p.m.

Present were Trustees Cassidy, Kagan, Marty, and Reim.

Mayor Volpe and Trustee Ferrara were absent.

Also present was Village Administrator Yamuder.

**Item # 2 – Pledge of Allegiance:**

The Pledge of Allegiance was led by Deputy Mayor Mutti.

**Mayor’s Report:**

Mayor Volpe was absent.

**Trustees’ Report:**

Trustee Cassidy had nothing to report.

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Trustee Ferrara was absent.

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Trustee Kagan reported that Sustainable Westchester had gone out to bid on Community Choice Aggregation, and that they expect the bids back by February 22<sup>nd</sup>. He also reported that the jersey barriers along the construction site at 409 Third Avenue are in place to protect kids walking to school. Trustee Kagan reported that some residents in Pelham and Pelham Manor were experiencing brown or discolored water. Trustee Kagan reached out to United Water and found that there was a water main break in New Rochelle, which effects the water supplies in Pelham and Pelham Manor. Suez repaired the main quickly and if anyone has continued problems, first let the water run and then if it is still brown or discolored, contact Suez. He added that the place to go for service advisories is mysuezwater.com and that the company notifies customers there and on their social media platforms. You can also sign up to receive emails from Suez.

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Trustee Marty had nothing to report.

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Trustee Mutti reported that there had been a terrible accident at the intersection of Corlies and Colonial Avenues. A 12-year old pedestrian was hit by a car, and the incident is under investigation. The Village of Pelham is working together with the Village of Pelham Manor, and the school district to improve visibility and safety in the area. Street lights have been upgraded to LED lights and the crosswalk markers have been updated. She noted that over the years there have been many citizen led safety initiatives, and that residents know best what their neighborhoods need and what problems they are facing. She also encouraged residents to speak to a public official regarding any concerns, as it is often more effective than voicing those concerns on social media. Trustee Mutti thanked the DPW for hanging the flags for President's Day and noted that once again the Village of Pelham is a Tree City USA recipient, and that they are always happy to be recognized for the large number of trees planted in the Village every year. Trustee Mutti reported that plans are moving forward with Wolfs Lane Park. Trustee Mutti met with the Gallery Committee of the Pelham Art Center as well as representatives from the Pelham Preservation and Garden Society, and will be meeting with PACT soon. Together they are refining the designs and plans before they are brought before the board.

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Trustee Reim had nothing to report.

**Village Administrator's Report:**

Administrator Yamuder had nothing to report.

**Item # 6 – Public Comments**

No Public Comments.

**Non-Recurring Items**

**Item # 7 – Tax Certiorari Settlement and Payment Authorizations for Pacis Associates at 625 Fifth Avenue**

A motion was made by Trustee Kagan and seconded by Trustee Marty to approve the resolution. The vote was approved by a vote of five in favor, none opposed. Mayor Volpe and Trustee Ferrara were absent.

**Be it Resolved**, that the Board of Trustees of the Village of Pelham hereby authorize the court ordered settlement and payment for a refund of taxes and reduction in assessment to Pacis Associates, Inc. pursuant to the Court Order and Judgment for the properties at the following address for the following amounts:

| <u>Address:</u>  | <u>Tax Lot ID Number:</u> | <u>Assessment Years:</u> | <u>Amount</u> |
|------------------|---------------------------|--------------------------|---------------|
| 625 Fifth Avenue | 159.77.-1-29              | 2009                     | 618.00        |
|                  |                           | 2010                     | 778.60        |
|                  |                           | 2012                     | 254.15        |

In the total amount of one thousand six hundred and fifty dollars and seventy-five cents (\$1,650.75), and authorizes the Mayor, the Village Attorney and the Village Administrator/Treasurer to take the necessary and appropriate actions to effect this Court Order and refund these taxes.

**Item # 8 – Tax Certiorari Settlement and Payment Authorizations for Eric Roth at 178 Ancon Avenue**

A motion was made by Trustee Kagan and seconded by Trustee Marty to approve the resolution. The vote was approved by a vote of five in favor, none opposed. Mayor Volpe and Trustee Ferrara were absent.

**Be it resolved,** that the Board of Trustees of the Village of Pelham hereby authorize the court ordered settlement and payment for a refund of taxes and reduction in assessment to Eric Roth pursuant to the Court Order and Judgment for the properties at the following address for the following amount:

| <u>Address:</u>  | <u>Tax Lot ID Number:</u> | <u>Assessment Years:</u> | <u>Amount</u> |
|------------------|---------------------------|--------------------------|---------------|
| 178 Ancon Avenue | 164.53-1-42               | 2014                     | \$403.00      |

In the total amount of four hundred and three dollars and zero cents (\$403.00), and authorizes the Mayor, the Village Attorney and the Village Administrator/Treasurer to take the necessary and appropriate actions to effect this Court Order and refund these taxes.

**Item # 9– Tax Certiorari Settlement and Payment Authorizations for Lef Merdita at 59 Seventh Street**

A motion was made by Trustee Kagan and seconded by Trustee Marty to approve the resolution. The vote was approved by a vote of five in favor, none opposed. Mayor Volpe and Trustee Ferrara were absent.

**Be it resolved**, that the Board of Trustees of the Village of Pelham hereby authorize the court ordered settlement and payment for a refund of taxes and reduction in assessment to Lef Merdita pursuant to the Court Order and Judgment for the properties at the following address for the following amount:

| <u>Address:</u>   | <u>Tax Lot ID Number:</u> | <u>Assessment Years:</u> | <u>Amount</u> |
|-------------------|---------------------------|--------------------------|---------------|
| 59 Seventh Street | 159.77.-1-34              | 2014                     | \$161.20      |

In the total amount of one hundred and sixty-one dollars and twenty cents (\$161.20), and authorizes the Mayor, the Village Attorney and the Village Administrator/Treasurer to take the necessary and appropriate actions to effect this Court Order and refund these taxes.

**Item # 10 – Authorizing Professional Engineering Design Services for three Local Pre-Disaster Mitigation Storm Drainage Projects**

Village Administrator Yamuder explained that the Mayor and Board have been discussing Local Pre-Disaster Mitigation Plans, and that they are working with Dolph Rotfeld of Dolph Rotfeld Engineering to determine the best course of action. Mr. Rotfeld has contacted a few contractors to find out why the first bids received were so high in cost. He determined that the main reason for the high cost is the price of the materials. He stated that the estimates received were for 72 inch pipe, but that it is possible that a smaller pipe can be used. With a large pipe, there is a higher cost for dirt removal and materials.

A discussion followed on the size of the pipe, and how much money could feasibly be spent by the Village on this project. The most the Village will receive from FEMA is \$340,000, meaning that the Village would have to pay any additional costs.

Mr. Rotfeld also noted that more research and surveying should be done, as there is the possibility that a new sewer line and/or storm drain may need to be built in the future. The cost could potentially go up a great deal.

The Board believes that in order to do this work, they need to be comfortable that the scope of work will solve the flooding problems and be high quality. They need to do further research and involve the Department of Public Works, Mike Shriman and his predecessor Harry Pallett, as well as former Trustees who went through the first round of discussions on the flooding issues. They will see what research has been done, and what research and surveying needs to be done.

This item was tabled.

**Resolution Authorizing Professional Engineering Design Services for Three Legislated Pre-Disaster Mitigation Storm Drainage Projects**

**Whereas**, the Village of Pelham has been awarded with three (3) Legislated Pre-Disaster Mitigation Grants Application #'s 2008-015, 2009-003 and 2010-002 by the Federal Emergency Management Agency ("FEMA") and the New York State Division of Homeland Security and Emergency Services State of Office of Emergency Management ("NYSEMO"); and

**Whereas**, FEMA and NYSEMO approved time extensions for each of the subject grants; and

**Whereas**, the Village Administrator recommends the Board of Trustees approve a professional engineering design services agreement with Dolph Rotfeld Engineering, P.C. as per their proposal:

- I. Preliminary Plan Design \$36,000.00

- II. Final Design Phase            Fee shall be 7.5% of the cost of the projects to be constructed less a credit for the \$36,000.00.
- III. Bid Phase                        \$1,000.00
- IV. Construction Phase            Hourly basis per the attached 2016 rate schedule

**Now, therefore, be it resolved,** that the Board of Trustees of the Village of Pelham hereby authorizes the Village Administrator to execute the attached Professional Engineering Design Services agreement with Dolph Rotfeld Engineering, P.C. of Tarrytown, NY; and

**Be it further resolved,** that the Mayor, Village Administrator are authorized to take the necessary and appropriate actions to effect this resolution.

**Item # 11 – Resolution Authorizing a Renewal Agreement with Mark Baumblatt for EMS/CME Training For the Village of Pelham Fire Department**

Village Administrator Yamuder explained that this is the renewal contract for required training for EMTs.

A motion was made by Trustee Reim and seconded by Trustee Cassidy to approve the resolution. The vote was approved of a vote of five in favor, none opposed. Mayor Volpe and Trustee Ferrara were absent.

**Resolution Authorizing a Renewal Agreement with Mark Baumblatt for EMS/CME Training For the Village of Pelham Fire Department**

**Whereas**, the Fire Department needs 120 hours each year to meet the current recertification (30 hours x 4 groups) at an estimated cost of \$6100.00 per year.

**Now, therefore, be it resolved**, that the Board of Trustees of the Village of Pelham hereby authorizes the Village Administrator to execute the attached renewal agreement with Mark Baumblatt for EMS/CME Training at a rate not to exceed \$65.00 per hour; and

**Be it further resolved**, that the Mayor, Village Administrator and Fire Chief are authorized to take the necessary and appropriate actions to effectuate the intent of this resolution.

**Item # 12 – Other Business**

Village Administrator Yamuder reported on the Expenditures and Revenues for the period ending in January 31, 2016, which represents 66.6% of the fiscal year.

Total appropriation expenditures of \$8,740,860 represents 62.6% spent of our total adjusted budget of \$13,959,176.

Total revenues we have received to date other than real property taxes are \$2,098,582 which equals 62.3% of the total \$3,368,396 budgeted. Total of all revenues collected, including taxes is \$12,684,862 which equals 90.9% of the total adjusted revenues of \$13,959,676.

The total amount of the tax levy of \$10,586,280 is recorded as revenue in June. Actual collections through January 31, 2016 of \$10,542,222 of the total levy of \$10,611,714 which includes \$25,434 relieved water equals 99.35% with \$69,492 in outstanding taxes.

Building and other professional permits total \$135,175 or 84.5% of the total \$160,000 budgeted. Fines and Forfeited Bail revenues are currently projecting to be \$37,047 over the budgeted amount of \$340,000.

Police overtime as of January was \$165,899 or 52.7% of the budget of \$315,000. Fire overtime was \$328,427 or 164% of the budget of \$200,000. DPW overtime was \$32,967 of the budget of \$47,000 or 70%.

All Department Heads receive a report of their budget vs. expenditures monthly so that all departments can make every attempt to stay within their budgeted amounts.

Department Heads have submitted their preliminary 2016/17 budgets.

**Recurring Items**

**Item # 13 - Authorizing the Accounts Payable**

Trustee Marty is auditing the Accounts Payable.

Trustee Kagan would like to review voucher’s 6536 and 6493, both legal bills, with the Mayor before approving them for payment.

A motion was made by Trustee Marty and seconded by Trustee Reim to approve the resolution subject to review of voucher’s 6536 and 6493. The vote was approved by a vote of five in favor, none opposed. Mayor Volpe and Trustee Ferrara were absent.

**Resolution Authorizing the Accounts Payable**

**Whereas**, pursuant to § 5-524 of the New York State Village Law, the Board of Trustees shall audit all claims against the Village.

**Now, therefore, be it resolved**, that the Board of Trustees after audit of the following claims, authorizes payment for services rendered and materials received, for the following items that have been submitted to the Treasurer's Office for payment and authorized by the Village Administrator:

| <u>Fund Name:</u>           | <u>Amount</u> |
|-----------------------------|---------------|
| General Fund                | \$310,259.16  |
| Water Fund                  | \$0.00        |
| Capital Projects Fund       | \$0.00        |
| Trust and Agency Fund       | \$0.00        |
| <u>TE Expand Trust Fund</u> | <u>\$0.00</u> |
| Grand Total                 | \$310,259.16  |

**Be it further resolved**, that this Board hereby approves payment of the above mentioned claims and authorizes payment thereof.

**Item # 14 – Authorizing the Minutes of:**

There were no minutes to approve.

**Item # 15– Adjournment**

A motion was made by Trustee Cassidy and seconded by Trustee Reim to adjourn the public meeting. There will not be an Executive Session. The vote was approved by a vote of five in favor, none opposed. Mayor Volpe and Trustee Ferrara were absent.

Respectfully submitted,

Christopher Scelza  
Assistant to the Village Administrator