

VILLAGE OF PELHAM BOARD OF TRUSTEES  
REGULAR MEETING  
TUESDAY, JUNE 19, 2007, 7:30 PM  
VILLAGE HALL – 195 SPARKS AVENUE, PELHAM, NY

MINUTES

- |    |                                |  |               |
|----|--------------------------------|--|---------------|
| 1. | Call To Order                  |  |               |
| 2. | Pledge of Allegiance           |  |               |
| 3. | Mayor's Report                 |  |               |
| 4. | Trustees' Reports              |  |               |
| 5. | Village Administrator's Report |  | Approximate   |
| 6. | Public Comment                 |  | Starting Time |
| #  | Agenda Items:                  |  | of Discussion |

	<b>Reports and updates</b>		<b>8:00 p.m.</b>
7.	Update on Flooding initiatives		<b>Discussed</b>
8.	Update on Website initiatives		<b>Discussed</b>
	<b>General Business</b>		<b>8:20 p.m.</b>
9.	Completion of probation for two police officers		<b>Approved</b>
10.	Considering award of contract 2007-03 for Police Lieutenant's vehicle. (Bids will be opened Monday, June 18, 2007)		<b>Reject all bids; rebid</b>
11.	Authorizing an Inter-Municipal Agreement (IMA) with Westchester County for sharing of GIS-related and other data and information.		<b>Approved</b>
12.	Authorizing an Inter-Municipal Agreement (IMA) with Westchester County for the coordination of Police Training.		<b>Approved</b>
13.	Authorizing an application to the NYS Dept. of Parks, Recreation and Historic Preservation for the parks development program.		<b>Approved</b>
	<b>Streets, Traffic and Parking</b>		<b>9:00 p.m.</b>
14.	Report and updated on Safe Routes to School reviews and initiatives.		<b>Tabled</b>
15.	Code Change Parking space re-arrangement on First Street and Fifth Avenue by the Post Office.		<b>Approved</b>
	<b>Housekeeping</b>		<b>9:15 p.m.</b>
16.	Authorizing the Accounts Payable.		<b>Approved</b>
17.	Old Business/New Business –		
18.	Minutes – April 24; May 1; May 15; and June 5, 2007		<b>Approved thru 5/15/07</b>
19.	Adjournment		<b>Adjourned</b>

Next Regular Board Meeting is Tuesday July 17<sup>th</sup>;  
August Meeting Date to be determined  
All meetings start at 7:30 p.m. unless otherwise noted.  
\* Agenda is subject to change until the night of the meeting.

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REGULAR MEETING  
TUESDAY, JUNE 19, 2007, 7:30 PM  
VILLAGE HALL – 195 SPARKS AVENUE, PELHAM, NY

Item #1 – Meeting called to order: The meeting of the Board of Trustees was called to order by Mayor Edward Hotchkiss at 7:40 p.m.

The following members of the Board of Trustees were present:

Mayor Edward Hotchkiss, Trustees Greco, Lewis, Morris, Potocki, Weinstein. Trustee Homan was absent.

Village staff in attendance:

Administrator/Treasurer Richard Slingerland and Administrative Aide Devron Wilson

Item #2 – Pledge of Allegiance:

The Pledge of Allegiance was led by Mayor Edward Hotchkiss.

Item #3 – Mayor's Report:

Mayor Hotchkiss reported that he had a meeting with Saratoga Associates last week. Mayor Hotchkiss took representatives from Saratoga Associates on a walk through the Pelham downtown area to the High School. During the walk thru representatives from Saratoga Associates obtained a good idea of the things that need to be included in the Village of Pelham Comprehensive Plan. Mayor Hotchkiss reported that the village is in the process of putting together an advisory committee for the Village Comprehensive Plan.

Mayor Hotchkiss also reported that he and Trustee Weinstein met with Lester Kravitz to discuss the advantages and disadvantages of a land swap between the Village and the T & L Property.

Mayor Hotchkiss further reported that Wolfs Lane Park is much cleaner than past months. He commended the DPW for cleaning the park and the area around the Metro North train station three times per week.

Item #4 – Trustees' Report:

Trustee Greco gave an update of the costs to repair the Engine 5 Seagrave Pumper Truck. Trustee Greco reported that it would cost \$10,000 to repair the pump and \$10,000 to repair the transmission. The option is still available to purchase a used 20 year old Truck from Long Island for approximately \$100,000.

Trustee Potocki reported that the Pelham Police Department has received \$5,300 to date, for the Pelham Police Department Tactical Unit Fund. He encouraged residents to continue to donate to the fund in order to help the Pelham Police Dept. reach their goal of \$8,000. Trustee Potocki further reported that the Pelham Police Department received

an armored van from Mount Vernon Money Center Corporation. The van was donated to the police department therefore there was no cost to the village for the van. Trustee Potocki mentioned that the Pelham Police Dept. will use the van to store tactical equipment.

Trustee Lewis mentioned that Village Administrator Slingerland and Administrative Aide Devron Wilson have been working on the website initiatives and will give a report about their progress later in the meeting. Trustee Lewis further mentioned that he is in the process of working with the Pelham Task Force, Pelham Schools, and the Town of Pelham to put together a plan which will address environmental issues within Pelham.

Trustee Morris is still trying to assemble a Wolfs Lane Park Committee. She is also trying to schedule a meeting to discuss Wolfs Lane Park and ideas to make, and keep Pelham clean. Anyone who would like to join the Wolfs Lane Park Committee is more than welcome to do so. If you would like to join the Wolfs Lane Park Committee please send an email to Trustee Laura Morris at [lauramorris@verizon.net](mailto:lauramorris@verizon.net).

Item #5 – Village Administrator's Report:

Administrator Slingerland reported on the following things:

He contacted vendors regarding Reverse 911 for the village. He also contacted the City of New Rochelle regarding Reverse 911. The Village may be able to coordinate its Reverse 911 with the City of New Rochelle.

Mr. Slingerland also reported that a few village employees still need to be trained to become NIMS compliant.

The FTA/Village Yard DPW Garage Project is moving along well. The Architects for Professional Consulting Inc. are working diligently on the project

The Village of Pelham and Pelham High School/Middle School will split the cost of recyclable pick up at the High School and Middle School.

There have been complaints from residents on 5<sup>th</sup> Avenue about the recycling program. The Village will make effort to improve the recycling program for the residents on 5<sup>th</sup> Avenue. If any residents on 5<sup>th</sup> Avenue have ideas to improve the recycling program they should contact Village Hall.

Mr. Slingerland further reported that curb and sidewalk work in the village is almost complete. Curbs and sidewalks to be repaired next are located on Wolfs Lane between 2<sup>nd</sup> Street and Sparks Avenue.

Item #6 – Public Comment:

John Cassone of 312 7<sup>th</sup> Avenue asked the village for an update on the Commerce Bank building and Pelham Medical Group building. Mr. Slingerland responded by informing everyone that the permits for Commerce Bank have expired. The permits

need to be re-submitted in order to continue construction. Furthermore, Mr. Slingerland informed everyone that Pelham Medical Group has not yet obtained a performance bond. Pelham Medical Group has submitted plans for Phase 2 of the wall; however the villages' consultants have questions about the plans for Phase 2 of the wall.

Item #7 – Update on Flooding initiatives:

Mayor Hotchkiss and Administrator Slingerland met with New Rochelle Mayor Bramson and New Rochelle City Manager Charles Strome this week to discuss the flooding problems in both Pelham and New Rochelle. Mayor Hotchkiss informed Mayor Bramson and City Manager Strome about the 80% obstruction of pipe on 5<sup>th</sup> Avenue at 6th Street and the regular flooding on 4<sup>th</sup> and 7<sup>th</sup> Avenues in Pelham. The village is working with United Water to have the 80% obstruction of pipe on 5<sup>th</sup> Avenue at 6th Street removed in October. Mayor Hotchkiss suggested that New Rochelle could create a reservoir for Glenwood Lake to decrease the flooding or install a manual valve that will release water slowly from Glenwood Lake. New Rochelle will take Mayor Hotchkiss' suggestions into consideration. New Rochelle would like to expand the park to help alleviate some of the flooding in the area.

Mayor Hotchkiss would like Dolph Rotfeld Engineers to update the TRC Report from 2001 as it relates to the Pelham Storm Drain System and flooding.

Administrator Slingerland reported that money may be available to the Village from CDBG for flood remediation. The Village must first submit its CDBG application for reconsideration. Mr. Slingerland also reported that he gave Village Prosecuting Attorney Martha Conforti the National Flood Insurance Program forms to review. Mr. Slingerland recommends to the board that it adopt the forms.

Item #8 – Update on Website initiatives:

Administrative Aide Devron Wilson performed a brief presentation about the villages' communication and website initiatives. Mr. Wilson informed the board that the village website and reverse 911 initiatives are in process. Two residents have used the online downloadable forms since the forms were uploaded to the website a few weeks ago. Mr. Wilson also reported that the calendar is now functional on the village website. The calendar has been populated with meeting dates and times, as well as other events taking place in the village. Mr. Wilson further reported that Village Administrator Richard Slingerland contacted several website hosting service companies including the villages' current website hosting service company A plus.net, and the villages' IT Technician Joe Bertone, to develop a call management system for the village.

Administrator Slingerland reported that he has also contacted other vendors in reference to setting up an "email blast" capability on the village website. The email blast

will allow the village to send out mass emails to residents informing them of emergency situations.

Item #9 – Completion of probation for two police officers:

Police Chief Joseph Benefico has recommended the successful completion of probation for Police Officers Daniel Green and Ahmed Artola.

A motion was made by Trustee Potocki, with a second by Trustee Greco to adopt the resolution. The resolution was approved unanimously by vote of six in favor, none opposed. Trustee Homan was absent.

RESOLUTION

AUTHORIZING THE COMPLETION OF PROBATION  
FOR POLICE OFFICER AHMED ARTOLA  
EFFECTIVE JULY 9, 2007

BE IT RESOLVED, by the Board of Trustees of the Village of Pelham, that the Board authorizes the completion of Police Officer Ahmed Artola's probation effective July 9, 2007 upon the eighteen-month anniversary of his employment, in compliance with the requirements of Civil Service.

A motion was made by Trustee Potocki, with a second by Trustee Greco to adopt the resolution. The resolution was approved unanimously by vote of six in favor, none opposed. Trustee Homan was absent.

RESOLUTION

AUTHORIZING THE COMPLETION OF PROBATION  
FOR POLICE OFFICER DANIEL GREEN  
EFFECTIVE JULY 9, 2007

BE IT RESOLVED, by the Board of Trustees of the Village of Pelham, that the Board authorizes the completion of Police Officer Daniel Green's probation effective July 9, 2007 upon the eighteen-month anniversary of his employment, in compliance with the requirements of Civil Service.

Item #10 – Considering award of contract 2007-03 for Police Lieutenant's vehicle. (Bids will be opened Monday, June 18, 2007):

A motion was made by Trustee Potocki, with a second by Trustee Greco to adopt the resolution. The resolution was approved unanimously by vote of six in favor, none opposed. Trustee Homan was absent.

Results were circulated Monday, June 18, 2007.

**RESOLUTION**

REJECTING ALL BIDS FOR CONTRACT NUMBER 2007-03  
TO BUY A NEW SMALL TO MID-SIZE SUV  
FOR THE PELHAM POLICE DEPARTMENT  
AS THE ONE BID RECEIVED EXCEEDED BUDGET

WHEREAS, The Village Of Pelham Issued A Notice to Bidders and Request For Bids for Contract 2007-03 to Buy a New Small to Mid-Size SUV for the Police Lieutenant in the Village Of Pelham; and

WHEREAS, a public notice was published on Wednesday, June 6, 2007, in The Journal News Newspaper; and

WHEREAS, during the notice period approximately 8-12 companies were sent copies of the contract documents, but only one company submitted a bid, which the Village publicly opened and read at 11 a.m. on Monday, June, 18, 2007, as follows:

Dealer:		Proposed Cost:
1.	Toyota City, Mamaroneck, NY      RAV 4 4x4 vehicle	\$24,214

RESOLVED, that upon review of all bids, since this bid exceeds the budget of approximately \$18,000 for purchase of this vehicle, the Board of Trustees of the Village of Pelham rejects all bids and recommends the Village review its specifications and rebid this purchase.

Item #11 – Authorizing an Inter-Municipal Agreement (IMA) with Westchester County for sharing of GIS-related and other data and information:

A motion was made by Trustee Lewis, with a second by Trustee Weinstein to adopt the resolution. The resolution was approved unanimously by vote of six in favor, none opposed. Trustee Homan was absent.

\*Note: Trustee Homan wisely caught a provision in the contract that could have created potential future difficulties for the Village. The Administrator contacted County GIS to determine the rationale behind this clause, which reads specifically:

The Municipality agrees that the data is for internal use only, and may not be distributed to any third party without the consent of the County through a 3<sup>rd</sup> party IMA data sharing agreement which can be obtained on request from the County.

The County's intent of this language is to prevent private companies from using the County's information and data for profit-making purposes, and to prevent private entities from selling the information to municipalities. It's not intended in any way to restrict a municipality's ability to

comply with the Freedom of Information Act, or restrict a municipality's ability to share GIS data and information with our residents and companies with which we establish contracts.

RESOLUTION

AUTHORIZING THE VILLAGE OF PELHAM  
TO ENTER INTO AN INTER-MUNICIPAL AGREEMENT (IMA)  
WITH WESTCHESTER COUNTY  
FOR GIS DATA SHARING  
BETWEEN THE VILLAGE OF PELHAM AND THE COUNTY  
AT NO COST TO EITHER PARTY

RESOLVED, that the Village of Pelham is authorized to participate in a Data Sharing Inter-Municipal Agreement (IMA) to establish and develop a Geographic Information System (GIS), which includes spatial and map-related data, for the term of June 1, 2007, through June 1, 2011, at no cost to either party, and authorizes the Mayor, the Administrator, and the Village Attorney to take the necessary and appropriate actions to sign this agreement and participate in this program.

Item #12 – Authorizing an Inter-Municipal Agreement (IMA) with Westchester County for the coordination of Police Training:

A motion was made by Trustee Lewis, with a second by Trustee Potocki to adopt the resolution. The resolution was approved unanimously by vote of six in favor, none opposed. Trustee Homan was absent.

RESOLUTION

AUTHORIZING THE VILLAGE OF PELHAM  
TO ENTER INTO AN INTER-MUNICIPAL AGREEMENT (IMA)  
WITH WESTCHESTER COUNTY  
FOR THE COORDINATION OF POLICE TRAINING  
AND THE SHARING OF POLICE INSTRUCTORS WITH THE ACADEMY  
RESOLVED, that the Board of Trustees of the Village of Pelham authorizes the Village of Pelham to participate in a Police Training IMA with Westchester County that would require, from time to time, the Village to send certified instructors to assist with the police training, which the Village utilizes when it sends candidates to the Westchester Police Academy, and the Village shall act as a part of the rotation of municipalities sharing instructors with the Westchester County Police Academy, and authorizes the Mayor, the Administrator, and the Police Chief to take the necessary and appropriate actions to sign this agreement and participate in this program.

Item #13 – Authorizing an application to the NYS Dept. of Parks, Recreation and Historic Preservation for the parks development program:

A motion was made by Trustee Lewis, with a second by Trustee Morris to adopt the resolution. The resolution was approved unanimously by vote of six in favor, none opposed. Trustee Homan was absent.

Resolution for the Parks grant:

1. Pre-Development= \$8,100
2. Bidding/Construction= \$101,300 (cinder trails, constructing walkways and such)
3. Amenities= (11) Garbage Cans x \$500.00 each = \$5,500  
(6) Benches x \$750.00 each = \$4,500  
Total = \$10,000

50% matching grant  
Total Project= \$119,400  
Grant Request=\$80,000  
Applicant Share= \$40,000

RESOLUTION

AUTHORIZING AN APPLICATION TO THE NYS OFFICE OF PARKS, RECREATION AND HISTORIC PRESERVATION FOR THE 2007 PARKS PROGRAM TO DEVELOP, RESTORE AND REHABILITATE THE WOLFS LANE AND FIRST STREET PARK

RESOLVED, that the Board of Trustees of the Village of Pelham authorizes and directs the Village Administrator to take the necessary and appropriate actions and sign all necessary and appropriate documents to file an application for funds from the New York State Office of Parks, Recreation and Historic Preservation in accordance with the provisions of the 2007 Parks Program, in an amount not to exceed eighty thousand dollars (\$80,000), to be matched by forty thousand dollars (40,000) by the Village of Pelham, and upon approval of said request to enter into and execute a project agreement with the State for such financial assistance to the Village of Pelham for the Wolfs Lane and First Street Park for a 2007 Parks Program Grant.

Item #14 – Report and updated on Safe Routes to School reviews and initiatives:

This matter was tabled for further report until the July 17, 2007 meeting.

Item #15 – Code Change Parking space re-arrangement on First Street and Fifth Avenue by the Post Office:

Trustee Potocki suggested to Mr. Slingerland that he send a letter to the Federal and Regional Postmasters informing them of the Post Office vehicles that block traffic by parking perpendicular to the road on 1<sup>st</sup> Street in Pelham.

A motion was made by Trustee Greco, with a second by Trustee Lewis to adopt the resolution. The resolution was approved unanimously by vote of six in favor, none opposed. Trustee Homan was absent.

\* Handicapped spaces are authorized under NYS Law, but not designated specifically in the Code.

1. Handicapped space moved from First Street by the Post Office to the first space on Wolfs Lane, at the corner in front of the Post Office. No Code Change required.
2. Moving a parking meter from First Street by the Post Office loading ramp to Wolfs Lane south of the Post Office. No Code Change required.
3. Adding a Loading Zone by the Post Office loading ramp on First Street, east of the driveway, Code Change required.

## RESOLUTION

AMENDING THE CODE  
TO ADD A LOADING ZONE BY THE PELHAM POST OFFICE  
ON FIRST STREET

Adding a reference in Chapter 90-54, Loading Zones:

Adding the following language:

Street	Side	Time Lim.	Hours/Days	Location
First Street	South	None	Mon. to Sat.	From the loading ramp at the Post Office to a point approximately 30 feet east.

Item #16 – Authorizing the Accounts Payable:

A motion was made by Trustee Greco, with a second by Trustee Weinstein to adopt the resolution except for the Spain Agency invoice. The resolution except for the Spain Agency invoice was approved unanimously by vote of six in favor, none opposed. Trustee Homan was absent.

## RESOLUTION

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

**NOW, THEREFORE, BE IT HEREBY 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	\$458,983.04
Water Fund	\$959.76
Capital Projects Fund	\$6,237.80
Trust and Agency Fund	\$2,393.75
H3 Fund	\$0.00
Grand Total	\$468,574.35

**NOW, THEREFORE, BE IT RESOLVED**, that this Board hereby approves payment of the above-mentioned claims and authorizes payment thereof.

Item #17 – Old Business/New Business:New Business:

A motion was made by Trustee Potocki, with a second by Trustee Lewis to adopt the resolution. The resolution was approved unanimously by vote of six in favor, none opposed. Trustee Homan was absent.

## RESOLUTION

ACCEPTING THE GIFT OF A FORD E-350 YEAR 2000 DIESEL VAN  
FOR USE BY THE PELHAM POLICE DEPARTMENT  
AT AN ESTIMATED TOTAL VALUE OF \$10,000 - \$12,500

BE IT RESOLVED, by the Board of Trustees of the Village of Pelham, that the Village accepts the gift of a 2000 Ford E-350 diesel van for use by the Pelham Police Department for the Tactical Team, at an estimated value of \$10,000 to \$12,500, authorizes the Mayor, Village Administrator and Police Chief to take necessary and

appropriate actions to accept and put this vehicle into use, and thanks the Mt. Vernon Money Center Corp for donation of this vehicle to improve policing and public safety in the Village of Pelham.

New Business (cont'd):

Mayor Hotchkiss informed everyone that the Village of Pelham supports the PACT program to promote alcohol awareness and prevent underage drinking.

A motion was made by Trustee Morris, with a second by Trustee Greco to support Senate bill S5110, which will initiate public schools to pay for school crossing guards. The motion was approved unanimously by vote of six in favor, none opposed. Trustee Homan was absent.

Item #18 – Minutes – April 24; May 1; May 15; and June 5, 2007:

A motion was made by Trustee Greco, with a second by Trustee Lewis to only adopt the minutes from April 24, 2007, May 1, 2007 and May 15, 2007. The motion passed unanimously by vote of six in favor, none opposed. Trustee Homan was absent.

Item #19 – Adjournment:

The Mayor asked for a motion to go into Executive Session to discuss personnel matters. On the motion of Trustee Weinstein, seconded by Trustee Lewis, the Board voted to go into Executive Session. The motion passed unanimously by vote of six in favor, none opposed. Trustee Homan was absent.

On the motion of Trustee Weinstein, seconded by Trustee Lewis, the Board voted to adjourn the public portion of the board meeting and go into Executive Session at 9:25 p.m. to discuss personnel matters. The motion passed unanimously by vote of six in favor, none opposed. Trustee Homan was absent.

Respectfully submitted,

Devron Wilson, Administrative Aide

Richard Slingerland, Administrator/Deputy Clerk