

VILLAGE OF PELHAM
BOARD OF TRUSTEES MEETING
TUESDAY, JUNE 21, 2005, 7:30 PM
VILLAGE HALL - 195 SPARKS AVENUE, PELHAM, NY

MINUTES

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

Starting Time
Agenda
Items: of
Discussion

	Parking	7:45 p.m.
7	Presentation and discussion of Pelham/Pelham Manor Parking Survey results.	Discussed
	General Business	8:15 p.m.
8	Authorizing a new audit agreement with ODMD	Approved 4-0
9	Authorizing the renewal of an agreement for the package of General Liability Insurance with NYMIR, for the total amount of \$242,309.11, authorizing the appropriation of the \$16,310 from the Contingent Account to cover the excess amount over the budgeted amount of \$226,000.00.	Approved 4-0
10	Authorizing the establishment of the asset-tracking value of \$5,000 to comply with the requirements of Government Accounting Standards Board (GASB) Statement 34.	Approved 4-0
11	Declaring surplus village vehicles as surplus and ready for auction or other means of disposal.	Approved 4-0
12	Authorizing the purchase of two (2) new vehicles for the Pelham Police Department.	Approved 4-0
13	Authorizing a grant for new radios for the Fire Department	Approved 4-0
	Personnel	9:45 p.m.
14	Accepting the retirement of Firefighter Joseph Gioia	Approved 4-0
15	Formalizing benefits for the General Foreman and Public Works Mechanic.	Discussed

	Housekeeping	10:15 p.m.
16	Authorization and approval of accounts payable	Approved
17	Old Business / New Business	Discussed
18	Minutes: June 7 th , 2005.	Approved
19	Adjournment	

* Agenda is subject to change until the night of the meeting.

MINUTES OF A REGULAR MEETING OF THE
VILLAGE OF PELHAM BOARD OF TRUSTEES
VILLAGE HALL - 195 SPARKS AVENUE, PELHAM, NY
TUESDAY, JUNE 21, 2005

Deputy Mayor Mia Homan called the meeting to order at 7:30 pm followed by the Pledge of Allegiance.

The following members of the Board of Trustees were present:

Trustees Ciro Greco, David Merrick, Peter Potocki, Mia Homan. (Absent: Mayor Michael Clain, Trustees Edward Hotchkiss and Michael Rozycki.)

Village staff in attendance:

Village Administrator Richard Slingerland

Item #3 – Mayor’s Report – Deputy Mayor Homan had no news to report.

Item #4 – Trustee’s Reports

Trustee Greco reported Firefighter Joe Gioia is retiring, and the Board wished him well.

Trustee Potocki reported that Crossing Guards Ron Giustino and Ned Miceli are retiring.

Trustee Merrick requested an Executive Session to discuss personnel matters.

Item #5 – Village Administrator’s Report

Village Administrator Slingerland reported that the new traffic light installed at the entrance to Glover Field should be activated shortly. He also discussed that the General Foreman had been advised that he could realize a good return on the sale of the surplus Sewer Jet vehicle. He also noted that the Village would be selling as surplus the current Ladder 2, which is being replaced.

Item #6 – Public Comment

John Walsh of Nyac Avenue requested the status of the village's landscaping and parking plan for the park along Wolfs Lane, and requested that he be kept informed about the status and progress of the conceptual designs.

Item #7 – Presentation and discussion of Pelham/Pelham Manor Parking survey results.

Trustee Pete Potocki presented the result of a Parking Needs Survey circulated to Village of Pelham and Village of Pelham Manor residents in from February to March, 2005. The presentation included a PowerPoint slide show as well as handouts for those in attendance. The presentation concluded at 8:10 p.m. A copy of the survey follows.

**Pelham / Pelham Manor
Parking Needs Survey**

This survey was conducted from mid-February to March 4th, 2005.

Completed Parking Surveys were returned to DeCicco's Market, Pelham Village Hall, Pelham Manor Village Hall, The Pelham Weekly or the Pelham Train Station Coffee Shop.

**Shopper Parking – Question 1
Of the total respondents**

<u>Pelham Village</u>	<u>Pelham Manor</u>
------------------------------	----------------------------

YES – 16% (5)	YES – 13% (22)
---------------	----------------

NO – 84% (26)	NO – 83% (137)
---------------	----------------

Total Respondents

Pelham Village – 16% (31)

Pelham Manor – 84% (165)

Town of Pelham - 196

Shopper Parking – Question 2

"If the Village were to provide additional parking for the use of shoppers, where would you recommend this parking be located? More than one location may be selected."

Shopper Parking - Question 1

" Do you find the current parking spaces available for shoppers, other than parking provided by DeCicco's Market, to be adequate for the Village's retail district? (The retail district is defined as Wolfs Lane and Fifth Avenue, from Boulevard to 7th Street)."

**Shopper Parking – Question 2
Of the total respondents**

1) Wolfs Lane btwn Blvd. and 2nd Street

Pelham Village – 42%	Pelham Manor – 47%
----------------------	--------------------

2) 5th Avenue btwn PO and Lincoln

Pelham Village – 87%	Pelham Manor – 74%
----------------------	--------------------

3) 5th Avenue btwn Lincoln and Willow

Pelham Village – 10%	Pelham Manor – 7%
----------------------	-------------------

4) Other Location

Pelham Village – 10%	Pelham Manor – 10%
----------------------	--------------------

Commuter Parking – Question 3
 “Do you currently have an assigned commuter parking space?”

<u>Pelham Village</u>	<u>Pelham Manor</u>
YES – 13% (4)	YES – 24% (39)
NO – 77% (24)	NO – 75% (124)

Commuter Parking - Question 5
Of the respondents who answered

1) Less than 1 Year
 Pelham Village – 33% (2/6) Manor – 27% (9/33)

2) 1 – 3 Years
 Pelham Village – 66% (4/6) Manor – 27% (9/33)

3) 3 – 7 Years
 Pelham Village – 0% (0/6) Manor – 40% (13/33)

4) More than 7 Years
 Pelham Village – 0% (0/6) Manor – 6% (2/33)

Commuter Parking – Question 4
Of the respondents who answered

“If Yes, where is the parking space?” *(# 3)

1) MTA Parking Lot:
 Pelham Village – 50% (2/4)
 Pelham Manor – 74% (29/39)

2) VOP Parking Lot:
 Pelham Village – 50% (2/4)
 Pelham Manor – 20% (8/39) - VOP Lot 7 only

3) Private Parking Spot:
 Pelham Village – 0% (0/4)
 Pelham Manor – 5% (2/39)

Commuter Parking – Questions 6,7
Of the respondents who answered

MTA Waiting List:
 Pelham Village – 17% (4/24)
 Pelham Manor – 87% (34/39)

VOP Waiting list:
 Pelham Village – 0% (0/24)
 Pelham Manor – 26% (10/39)

Commuter Parking - Question 5,6,7

“If No, are you currently on a waiting list for a commuter parking space?” (See # 3)

“If so, how long?”

“If No, are you on the MTA list?”

“If No, are you on the VOP list?”

Commuter Parking – Question 8

“If the Village were to provide additional commuter parking, how much would you be willing to pay per month?”

Commuter Parking – Question 8
Of the respondents who answered

- 1) Up to \$100:**
Pelham Village – 78% (7/9)
Pelham Manor – 82% (45/55)
- 2) \$101 - \$200:**
Pelham Village – 22% (2/9)
Pelham Manor – 9% (5/55)
- 3) \$201 - \$1,000:**
Pelham Village – 0% (0/9)
Pelham Manor – 9% (5/55)

Commuter/Shopper Parking – Question 10

Total respondents who included
comments and/or questions:

<u>Pelham Village</u>	<u>Pelham Manor</u>
45% (14)	50% (82)

Commuter Parking - Question 9

"If the Village were to provide additional
commuter parking, where would you
recommend that additional parking be
added? More than one location may
be selected."

Comments – Pelham Manor

- Add diagonal parking downtown bet. Blvd & 2nd
- Add interior lot parking inside linear park
- Maintain green space at linear park
- Parking in park along 1st from Wolfs – Highbrook
- Same rate for Res. and Non-Res. Permits
- Shuttle Bus from Manor to Train Station
- Commuter Permit parking on residential sts.
- More parking allowed on Boston Post Road
- Allow 5/10/25 cent coins at meters
- 25 Cents for 20 minutes is too expensive
- Need more 3-4 hour meters at Train Station

Commuter Parking – Question 9
Of the Total Respondents

- 1) Sparks Ave. Lot behind Village Hall**
Pelham Village – 42% (13) Manor – 45% (74)
- 2) Along 1st St. in Lot behind Post Office**
Pelham Village – 35% (11) Manor – 49% (81)
- 3) 4th Ave. Lot between 1st and 2nd Street**
Pelham Village – 9% (4) Manor – 13% (20)
- 4) Along 4th Ave. btwn 3rd and Lincoln**
Pelham Village – 11% (5) Manor – 7% (10)

Comments – Pelham Village

- Add diagonal parking downtown bet. Blvd & 2nd
- Add interior lot parking inside linear park
- Maintain green space at linear park
- Do not extend decks on 4th and 5th Aves.
- Improve parking in Marbury / Post Office area
- Diagonal parking on the South side of Harmon near Train Station
- Replace meters with Pay Stations every 50 yds
- Diagonal parking on 3rd St. btwn 4th and 5th Aves and make 3rd a one way btwn 4th and 5th Aves.

Item #8 – Authorizing a new audit with ODMD

The Board discussed the proposal by O’Connor, Davies, Munns and Dobbins (ODMD), to establish a five (5) year agreement and lock in rates for future audits of the Village’s finances.

The components of ODMD’s fees for the next five years are detailed below:

<u>2009</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>
Basic fee	\$ 19,500	\$ 20,500	\$ 21,500	\$ 22,500
\$ 23,500				
GASB Statement No. 34				
Additional Auditing	<u>3,500</u>	<u>3,800</u>	<u>4,200</u>	<u>4,500</u>
<u>4,800</u>				
	<u>\$ 23,000</u>	<u>\$ 24,300</u>	<u>\$ 25,700</u>	<u>\$ 27,000</u>
<u>\$ 28,300</u>				
Optional:				
Implementation Fee for				
80 hours of assistance	<u>\$ 2,850</u>	<u>\$ 2,850</u>	<u>\$ 2,850</u>	<u>\$ 2,850</u>
<u>\$ 2,850</u>				

A motion was made by Trustee Merrick, with a second by Trustee Greco to adopt the Resolution. The motion passed with 4 in favor, none opposed, and Mayor Clain and Trustees Hotchkiss and Rozycki absent.

RESOLUTION

AUTHORIZING AN AGREEMENT FOR AUDITING SERVICES
FOR A FIVE (5) YEAR TERM
WITH O’CONNOR, DAVIES, MUNNS & DOBBINS / BKSD

RESOLVED, that the Board of Trustees of the Village of Pelham authorizes a five (5) year agreement (with the firm of O’Connor, Davies, Munns & Dobbins / BKSD for auditing services, based on the terms of the engagement letter and authorizes the Mayor and Village Administrator to take the necessary and appropriate actions to execute this engagement letter and effect this agreement.

Item #9 – Authorizing the renewal of an agreement for the package of General Liability Insurance with NYMIR, for the total amount of \$242,309.11, authorizing

the appropriation of the \$16,310 from the Contingent Account to cover the excess amount over the budgeted amount of \$226,000.00.

A motion was made by Trustee Greco, with a second by Trustee Potocki to adopt the Resolution. The motion passed with 4 in favor, none opposed, and Mayor Clain and Trustees Hotchkiss and Rozycki absent.

RESOLUTION

AUTHORIZING THE RENEWAL OF GENERAL LIABILITY INSURANCE
COVERAGE
WITH THE NEW YORK MUNICIPAL INSURANCE RECIPROCAL (NYMIR)
WITH ADDITIONAL ENDORSEMENT FOR COMMERCIAL CRIME AND FOR
EXTENDED EMPLOYMENT PRACTICES

BE IT RESOLVED, that the Board of Trustees of the Village of Pelham authorizes the annual renewal of insurance coverage with NYMIR, at the amounts for coverage as follows:

Commercial Package:	\$215,017.85
Capitalization (2 nd of 5 pymts):	\$ 11,434.26
Commercial Crime (3 years):	\$ 2,638.00
Extended Employment Practices:	<u>\$ 13,219.00</u>

Total Renewal Premium: \$242,309.11

BE IT FURTHER RESOLVED, that the Mayor, Village Administrator and other appropriate Village officials are authorized to take the necessary and appropriate actions to effect this renewal of insurance coverage.

Item #10 – Authorizing the establishment of the asset-tracking value of \$5,000 to comply with the requirements of Government Accounting Standards Board (GASB) Statement 34.

A motion was made by Trustee Merrick, with a second by Trustee Greco to adopt the Resolution. The motion passed with 4 in favor, none opposed, and Mayor Clain and Trustees Hotchkiss and Rozycki absent.

RESOLUTION

ESTABLISHING THE ASSET-TRACKING VALUE AT \$5,000
FOR COMPLIANCE WITH THE REQUIREMENTS OF THE
GOVERNMENT ACCOUNTING STANDARDS BOARD (GASB) STATEMENT 34

BE IT RESOLVED, by the Board of Trustees of the Village of Pelham that the asset-tracking value for accounting purposes is hereby established at a value of \$5,000 per individual asset, including but not limited to vehicles, equipment, real property, infrastructure, etc.

Item #11 – Declaring surplus village vehicles as surplus and ready for auction or other means of disposal.

A motion was made by Trustee Greco, with a second by Trustee Potocki to adopt the Resolution. The motion passed with 4 in favor, none opposed, and Mayor Clain and Trustees Hotchkiss and Rozycki absent.

RESOLUTION
DESIGNATING CERTAIN VILLAGE OF PELHAM VEHICLES
AS SURPLUS AND AVAILABLE FOR SALE BY THE VILLAGE

BE IT RESOLVED, that the Board of Trustees of the Village of Pelham hereby declares certain vehicles and equipment as surplus and authorizes their sale by public notice (in as-is condition), as follows:

Year	Vehicle	VIN	Plate/Description	Mileage
1985 ~35,000	Ford F700 Sewer Jet	1F5PF70K8FVA25615	Truck #12	
1988 ~93,000	Ford Crown Victoria	2FAFP71W5WX151952	PW #2	
1996 Car ~80,000	Ford Crown Victoria	2FALP71W3TX213637	Building Insp.	
1994 truck ~43,053	Ford 250 Pickup Truck	2FTHF25Y8RCAO1883	6 cyl. Pickup	

BE IT FURTHER RESOLVED, that the Mayor and the Village Administrator are authorized to take the necessary and appropriate actions to publish notice of sale, take bids, and sell these surplus vehicles and equipment (to be authorized by the Board).

Item #12 – Authorizing the purchase of two (2) new vehicles for the Pelham Police Department.

The Board asked about the backup documentation that was supplied, and whether the cost of the new Police Package Tahoe would be the cheaper price (\$24,967) or the more expensive price (\$29,578). The Administrator responded that the Chief had not been sure, but he had requested the Board to authorize the purchase. Since there was doubt about the price, the Administrator recommended the Board authorize the purchase under NYS contract at the cheaper price, and that if it was the more expensive price, then they would come back for a corrected authorization.

communications. The Board agreed in the value of the program and proceeded to vote on the application.

On the motion of Trustee Greco, seconded by Trustee Merrick, the Board agreed to adopt the Resolution. The motion passed with 4 in favor, none opposed, and Mayor Clain and Trustees Hotchkiss and Rozycki absent.

RESOLUTION

AUTHORIZING A GRANT APPLICATION TO THE FIRST RESPONDER INSTITUTE FOR FOUR (4) PORTABLE RADIOS

BE IT RESOLVED, that the Board of Trustees of the Village of Pelham authorizes an application to the First Responder Institute to fund the purchase of four (4) portable radios; requesting funding of \$2,400, to be matched by \$2,400 from the Village; and

BE IT FURTHER RESOLVED, that the Village Administrator, Administrative Aide, Village Attorney and all appropriate officials are authorized to take the necessary and appropriate actions to complete and file this application, including the acceptance of such funds should the application be accepted and successful.

Item #14 – Accepting the retirement of Firefighter Joseph Gioia

The Board mentioned that Mr. Gioia was retiring after 20 years in the Fire Department, and wished him well in his future endeavors.

A motion was made by Trustee Merrick, with a second by Trustee Greco to adopt the Resolution. The motion passed with 4 in favor, none opposed, and Mayor Clain and Trustees Hotchkiss and Rozycki absent.

RESOLUTION

BE IT RESOLVED, pursuant to the Notice from the New York State and Local Retirement System dated May 17, 2005, notifying the Village of Pelham of the retirement of Firefighter Joseph Gioia, the employment of firefighter Gioia is terminated effective 11:59 p.m. on June 19, 2005.

Item #15 – Formalizing benefits for the General Forman and Public Works Mechanic.

Trustee Potocki requested that this item be tabled to allow time to look over additional information, and the Board agreed.

Item #16 – Authorization of Accounts Payable

Trustee Greco had previously reviewed the accounts payable.

A motion was made by Trustee Greco, with a second by Trustee Potocki to adopt the Resolution and authorize the accounts payable. The motion passed with 4 in favor, none opposed, and Mayor Clain and Trustees Hotchkiss and Rozycki 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	\$570,068.47
Water Fund	\$17,529.19
Capital Projects Fund	\$87,591.00
Trust and Agency Fund	\$0.00
H3 Fund	\$0.00
Grand Total	\$675,188.66

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

The Board briefly discussed the GDC project and that there were issues of the amended site plan, in particular with regard to a change in the plan to proceed with footings on pilings, as opposed to spread, or traditional footings. The Administrator advised the Board that the matter had been referred to the Planning Board for an amended plan and report and recommendation, and that GDC would have to pay consultant fees to have the matter reviewed and approved.

Item #18 – Minutes: June 7th, 2005.

A motion was made by Trustee Merrick, with a second by Trustee Greco to adopt the Resolution. The motion passed with 4 in favor, none opposed, and Mayor Clain and Trustees Hotchkiss and Rozycki absent.

Item #19 – Adjournment

Trustee Greco made a motion to adjourn the regular meeting of the Village Board into Executive Session to discuss personnel matters. The motion was seconded by Trustee Merrick. The motion passed with 4 in favor, none opposed, and Mayor Clain and Trustees Hotchkiss and Rozycki absent. The meeting adjourned at 9:00pm.

Respectfully submitted,

Dennis DelBorgo, Administrative Aide

Richard Slingerland, Administrator/Deputy Clerk