

VILLAGE OF PELHAM BOARD OF TRUSTEES
REGULAR MEETING
TUESDAY, AUGUST 6, 2013, 7:30 PM
VILLAGE HALL – 195 SPARKS AVENUE, PELHAM, NY

Minutes

1. Call To Order
2. Pledge of Allegiance
3. Mayor's Report *via Skype
4. Trustees' Reports
5. Village Administrator's Report *Property Casualty Insurance Coverage
6. Public Comment

Agenda Items:

Non-Recurring Items		
7.	Resolution Authorizing the Appointment of a Firefighter in the Pelham Fire Department	Approved
8.	May 31, 2013 Final Audited Statement of Expenditures and Revenues	Discussed
9.	Other Business	Discussed
Recurring Items		
10.	Authorizing Accounts Payable	Approved
11.	Authorizing Minutes of: July 9, 2013	Approved
12.	Adjournment to Executive Session	Approved

Next Regularly Scheduled BOT Meeting:

Tuesday, August 20, 2013
Tuesday, September 3, 2013
Tuesday September 17, 2013

All meetings start at 7:30 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 Trustee Volpe at 7:30 p.m.

The following members of the Board of Trustees were present:

Mayor Cassidy via Skype, Trustees Kagan, McGoldrick, Senerchia, Mutti, Marty, and Volpe

The following members of the Board of Trustees were absent:

Village staff in attendance:

Village Administrator Robert Yamuder, Secretary to the Village Administrator Peter Bonington

Item #2 – Pledge of Allegiance:

The Pledge of Allegiance was led by Mayor Cassidy.

Reports:

Mayor Cassidy Report

Mayor Cassidy said he received the Housing Urban Development package and would report on it in greater detail at the August 20, 2013 meeting.

Trustees Reports:

Trustee Kagan

Trustee Kagan reported that the Mayor, Administrator, and he met with United Water of New Rochelle. He said United Water has asked for additional data which the Village is providing.

He stated he wanted to thank Fire Lt. Julian Keiser for his years of service to the Village of Pelham Fire Department. He said Lt. Keiser was extremely helpful early in his tenure on the Board.

Trustee Marty

Trustee Marty reported that he had taken advantage of the outdoor seating accommodation at the new Infusion restaurant in Pelham. He encouraged residents to support local restaurants and businesses.

Trustee McGoldrick

None

Trustee Mutti

None

Trustee Senerchia

None

Trustee Volpe

Trustee Volpe invited Fire Lt. Keiser to the August 20, 2013 Board meeting. He said this will provide an opportunity to personally thank him for his service.

Village Administrator's Report

Administrator Yamuder reported that the Department of Transportation will be commencing the bridge replacement on the Hutchinson Parkway on Tuesday, August 6, 2013. He said this work will completely replace the bridge that passes over Route 1 in Pelham Manor. The Administrator stated the work is expected to last until Saturday, August 10, 2013. He said an interactive map and informational postcard have been placed on the Village website as well as a contact number for the NYSDOT.

The Administrator stated the 3rd Street Relief Drain project is being advertised for an opening on Monday, August 19, 2013. He said this project is part of the overall flooding remediation effort in Pelham. The Village has a grant from the EPA for \$340,000 with a Village match of \$287,182 for a total anticipated project cost of \$618,182. He said plans and specifications are available upstairs at Village Hall.

The Administrator finished his report saying that the Village had approved Traveler's insurance at the May 21, 2013 meeting to provide property and casualty coverage for Pelham. However, the Board decided to seek other proposals for a prescribed, penalty-free period of sixty days in hopes of receiving more competitive quotes. He said the Village did receive additional quotes (details below) which the Village will be retaining as its property casualty insurers.

CNA Insurance delivered a quote for an annual premium of \$173,861. The Village had budgeted \$172,000 for this type of insurance. These companies are all A-rated insurance companies.

He said as per the resolution at the May 21, 2013 meeting, the Administrator recommended the Board select CNA Insurance as its property and casualty provider.

Invoice #	Amount:	Remarks; [All below invoices are for the annual policy premium due]
336167 Insurance	\$35,304	Primary Umbrella Policy / \$ 10 million Limit / Castlepoint
336168	\$7,500	Excess Umbrella Policy / \$ 5 Million Limit / American Alternative
336182	\$2,515	Crime Insurance
336178	\$28,411	Law Enforcement
336180	\$43,967	Automobile

336181	\$46,401	Package Policy
336183	\$9,763	Public Officials/EPLI

Item #6–Public Comment

None

Item #7– Resolution Authorizing the Appointment of a Firefighter in the Pelham Fire Department

Trustee Volpe stated that the Village Fire Department has some retirements coming up among them, Lt. Julian Keiser. He said based on the recommendations of the Fire Chief and Administrator, the Board held interviews for candidates for firefighter positions in the Department. He said at the moment the Board is only approving the hiring of Mike Mullen to the position of firefighter but the Board may discuss further hiring's at later meetings.

Trustee Volpe stated that unexpectedly, Westchester County has pushed back the start date for the firefighter academy August 14th to September 23rd. During this delay, Firefighter Mullen will report to the Firehouse for in-house training although he will not fulfill a contractual manning requirement. His hire date will be reflected as August 19, 2013.

Maggie Klein asked for some details regarding Mike Mullen's background. Trustee Volpe stated that Mr. Mullen is a resident of Pelham who attended Hofstra University where he served president of a national fraternity. He currently works as an Account Executive for the United Parcel Service. He has completed all the tests and will attend the Academy when it begins in September. Trustee Volpe said Mr. Mullen will attend the August 20th meeting to be formally sworn into the Fire Department.

A motion was made by Trustee McGoldrick and seconded by Trustee Marty to adopt the resolution. The vote was approved by a vote of seven in favor, none opposed.

RESOLUTION

BE IT RESOLVED, that the Board of Trustees of the Village of Pelham authorize the appointment by the Mayor of Michael Mullen of Pelham, New York, to the position of Firefighter, to attend the Fall Fire Academy, with salary and effective date of employment determined by collective bargaining agreement with the Pelham Fire Department and subject to the requirements of Westchester County Civil Service, including the satisfactory completion of the required training at the Fire Academy and a probationary period of one year, conditioned upon the satisfactory completion of a pre-employment

medical examination, satisfactory background check and authorizes the Mayor, the Village Administrator and the Fire Chief to take the necessary and appropriate actions to effect this offer.

Item #8– May 31, 2013 Final Audited Statement of Expenditures and Revenues

Administrator Yamuder reviewed the final audited statement provided by Financial Advisor Shirley Brown for the Board. This report is for the closeout of the Village's Fiscal Year on May 31, 2013. He said the final audited statement from the O'Connor Davies auditors will be presented in September 2013.

The Administrator said on the whole the report is favorable with expenditures being down and revenues being up. He said the Village is approximately 99% spent and is currently \$150,000 under budget in expenditures. He added that the Village is approximately 2% over in anticipated revenues.

Administrator Yamuder said notably the parking meter collections were less than expected. He said the Board budgeted \$410,000 but only received \$345,000. He said the Village can recalculate for the next budget. He added that the FEMA Disaster relief funds amounting to approximately \$96,000 helped to raise the fund balance.

Item #9– Other Business

Trustee Volpe said the Board should discuss promoting a Fire Lieutenant from within the Department at the coming Board meetings. He said Fire Chief Stone has recommended promoting a lieutenant to fill in the gap to be creating by Lt. Keiser retiring.

Administrator Yamuder said the Village has two qualified candidates within the Fire Department but he can call for the County Lieutenant's list for the next Board meeting on the 20th with a plan of promoting either at the August 20th meeting or the September 3rd meeting.

Trustee Volpe said as he understands it there are two candidates within the Fire Department that can assume the duties of Fire Lt. immediately upon promotion.

Item #10–Authorizing the Accounts Payable

Trustee Mutti audited the Accounts Payable.

Administrator Yamuder said there was a sewer collapse on the 300 block of Fifth Avenue which the Village repaired last week. He said the Board will notice these payments to the contractor in the bills for this month. He added that there will be paving operations going on beginning in late August.

A motion was made by Trustee McGoldrick and seconded by Trustee Senerchia to adopt the resolution. The vote was approved by a vote of seven in favor, none opposed.

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	\$ 66,949.89
Water Fund	\$0.00
Capital Projects Fund	\$55,284.92
Trust and Agency Fund	\$0.00
CD NYS Main Street Fund	\$0.00
H3 Fund	\$0.00
TE Expand Trust Fund	\$0.00
Grand Total	\$122,234.81

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

Item #11– Authorizing Minutes of: July 9, 2013

A motion was made by Trustee Mutti and seconded by Trustee Senerchia to adopt the resolution. The vote was approved by a vote of six in favor, none opposed. Trustee McGoldrick abstained.

July 9, 2013- Approved

Item #12– Adjournment to Executive Session

A motion was made by Trustee Kagan with a second by Trustee Senerchia to adjourn the public portion of the Board meeting at 8:30 pm and got into Executive Session to discuss a personnel matter after which time the Board would adjourn for the evening. The motion was approved by vote of seven in favor, none opposed.

Respectfully submitted,
Peter Bonington, Secretary to the Village Administrator