

VILLAGE OF PELHAM BOARD OF TRUSTEES
REGULAR MEETING
TUESDAY, FEBRUARY 7, 2012, 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
6. Public Comment

Approximate
Starting Time
of Discussion

Agenda Items:

#	Non-Recurring Items	Approximate Starting Time of Discussion
	Non-Recurring Items	7:40 p.m.
7.	Public Hearing to Increase the Village of Pelham's Water System Rates.	Approved
8.	Scheduling A Public Hearing On A Draft Proposed Local Law On Property Tax Cap Override	Approved
9.	Authorizing the Renewal of the Sanitation Contract Between the Village of Pelham and AAA Carting for One Year, at Prices and Provisions Included in the Contract as Publicly Bid	Tabled
10.	Authorizing The Use Of Village Streets And Assistance For Traffic Control For The Annual Little League Parade	Approved
11.	Authorizing An Agreement Between The Village Of Pelham And Westchester County For The Police Traffic Safety Enforcement (Step Grant) Program	Approved
	Committee and Community Liaison Reports	8:30 p.m.
12.	Commercial Zoning Review	None
13.	Site Plan Review	None
14.	B & W Site	Discussed
15.	Employee Benefits/HR Manual	Discussed
16.	Tree Committee	Discussed
17.	Park Improvements	Discussed
18.	Development (including 3 rd Street RFP)	None
19.	Parking	Discussed
20.	KVS Accounting Software Implementation	Discussed
21.	Updating Building Code	Discussed
22.	Replacing Televising Video Equipment	Discussed
23.	Other Business	Discussed
	Recurring Items	9:00 p.m.
24.	Authorizing Accounts Payable	Approved
25.	Authorizing Minutes of: December 20, 2011, January 3, 2012	Approved
26.	Adjournment to Executive Session	9:30 p.m.

Next Scheduled Board Meetings are:

Tuesday, February 21, 2012

Tuesday, March 6, 2012

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 Deputy Mayor Geoff Lewis at 7:30 p.m.

The following members of the Board of Trustees were present:

Trustees Lewis, Marty, McGoldrick, Mohan, and Morris

The following members of the Board of Trustees were absent:

Mayor Hotchkiss, Trustee Mohan

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 Deputy Mayor Lewis.

Reports:

Mayor Hotchkiss's Report-

Absent

Trustees Reports:

Deputy Mayor Lewis-

Deputy Mayor Lewis explained that there have been some recent robberies in the Village around the Metro-North Station. He urged residents to take precautions when walking home from the station. He directed residents to the Village website where Police Chief Benefico has compiled a list of instructions for commuters coming home at night.

After holding a meeting with the Police Chief and Trustee's Lewis and Marty at a resident's home to discuss the matter further, the Village determined to send out periodic updates of information related to the robberies via an email alert system. Anyone interested in receiving notifications should sign up through the Village website under the Contact Us tab.

Trustee Marciona-

None

Trustee Marty-

None

Trustee McGoldrick-

Trustee McGoldrick stated that he has spoken with the DPW several times about confined space situations such as manhole and catch basin repairs. He said that after discussing some options with the staff, he suggested to the Board that there might be advantages to purchasing the necessary confined space entry equipment for the DPW so they can safely enter into these spaces.

Deputy Mayor Lewis asked the Administrator how often the DPW would be confronted with a confined space repair situation. Administrator Yamuder responded that there is a standing order that no Village employees may enter into confined spaces. He said on average, the DPW encounters about six cases a year where they are confronted with a confined space issue. In these events, the Village has to contract out the repair work to outside companies.

Trustee McGoldrick stated the expenditure for the equipment would be between \$5,000 and \$7,000. Deputy Mayor Lewis said he was also interested in getting LED bulbs for the street lights.

Trustee Mohan-

Absent

Trustee Morris-

None

Village Administrator's Report-

None

Item #6– Public Comment-

None

Item #7– Public Hearing to Increase the Village of Pelham's Water System Rates

Deputy Mayor Lewis stated this public hearing is an opportunity for the public to comment on the proposed rate increases in the Pelham Heights water district. He said this increase will keep the rates in line with those of United Water of New Rochelle. The Village pays United Water for water usage in the Pelham Heights water district. Trustee Marty clarified that there is no difference between the rates of the water districts of Pelham.

A motion was made by Trustee Marty and seconded by Trustee McGoldrick to close the hearing. The vote was approved by a vote of five in favor, none opposed. Mayor Hotchkiss and Trustee Mohan were absent.

RESOLUTION
ADOPTING
WATER RATE INCREASES
FOR THE PELHAM WATER SYSTEM 5911901

RESOLVED that the Board of Trustees of the Village of Pelham hereby adopts the Water Increases of the Village of Pelham effective immediately for the Water billing Cycle ending 2/29/2012.

BE IT ENACTED BY the Board of Trustees of the Village of Pelham as follows:

	Meter size	Current Rates	Proposed rate of incr. of 11% to cover rate increases of 11/1/11 plus \$.37 per CCF for surcharges passed on by United Water New Rochelle & NYC DEP
Base Rate	1/2" and 5/8"	\$61.20	\$67.93
Meter Rate	3/4"	\$67.50	\$74.93
Meter Rate	1" - 1 1/4"	\$120	\$133.20
Meter Rate	1 1/2"	\$225	\$249.75
Meter Rate	2"	\$367.50	\$407.93
Meter Rate	3" – 4"	\$560	\$621.60
Consumption Rates -- cost per 100 cubic feet)			
All CCF		\$ 6.10	\$7.14

Item #8–Scheduling a Public Hearing On A Draft Proposed Local Law on Property Tax Cap Override

Deputy Mayor Lewis stated this resolution is to schedule a public hearing on the override for the 2% tax cap. He said his understanding is that it will be necessary to have in place in case the Village cannot bring the budget in with a 2% tax increase. He stated that in this resolution the Board is making every effort to live with the cap.

Trustee Marty stated that he felt that the Board must look very hard at the budget for this coming fiscal year. He said the Board should try very hard not to go over the 2% tax cap. Deputy Mayor Lewis stated the public hearing will be held at the next Board meeting on Tuesday, February 21, 2012.

A motion was made by Trustee McGoldrick and seconded by Trustee Marciona to schedule the public hearing. The vote was approved by a vote of four in favor, Trustee Marty was opposed. Mayor Hotchkiss and Trustee Mohan were absent.

VILLAGE OF PELHAM, NY
SCHEDULING A PUBLIC HEARING
ON A DRAFT LOCAL LAW TO OVERRIDE
THE TAX LEVY LIMIT

The Board of Trustees of the Village of Pelham hereby schedules a public hearing to be held at 7:30 p.m. on Tuesday, February 21, 2012 in Village Hall at 195 Sparks Avenue, Pelham, NY, on a draft proposed Local Law that would amend the Code of the Village of Pelham, as follows:

**A local law to override the tax levy limit
Established in General Municipal Law 3-c**

A copy of the draft proposed Local Law is on file in the offices of the Village Clerk and may be viewed during normal business hours of 8 a.m. to 4:30 p.m., or an electronic copy may be obtained from the opening page of the Village's website www.pelhamgov.com.

By Order of the Mayor and Board of Trustees
Terri Rouke, Village Clerk
Publication date: Friday, February 10, 2012

Item #9–Authorizing the Renewal of the Sanitation Contract Between the Village of Pelham and AAA Carting for One Year, at Prices and Provisions Included in the Contract as Publicly Bid

Deputy Mayor Lewis said the Village is proposing to exercise its first one year contract extension with the Village's sanitation provider, AAA Carting. Administrator Yamuder stated that the Village has had AAA for two years now and plans to renew their contract for another year for \$580,000 which is a scheduled increase from \$566,000. He said they have gotten to know the Village's streets and would recommend the Board renew for another year.

Trustee Marciona asked if the Village had looked into any alternatives to the garbage contract such as curbside pickup for garbage or more frequent recycling pickups and less bulk pickups. Trustee Lewis stated that the Board had looked into adding more recycling days, but it was determined that changing the pickup schedule would increase costs considerably.

Trustee McGoldrick said the Board must look ahead to the budget and perhaps consider making some changes to the pickup schedule in order to generate some additional savings. He suggested the Board ask AAA to price out some options for curbside pickup of garbage in order to the Board to determine whether this is a route that is more cost efficient to go.

Patrick Cartelemei, Jr. of AAA stated that he can go back over the original bid specifications and see what the pricing options would be. Administrator Yamuder reminded the Board that the contract is due to expire on March 1st, 2012.

Deputy Mayor Lewis stated the Board would table their decision until the next Board of Trustees meeting.

RESOLUTION

AUTHORIZING THE RENEWAL OF CONTRACT NUMBER 2010-01
GARBAGE TRASH, RECYCLING AND ORGANIC WASTE COLLECTION
FOR A ONE-YEAR PERIOD (FIRST OF TWO EXTENSION OPTIONS)
FOR A NEW CONTRACT PERIOD OF MARCH 1, 2012 THROUGH FEBRUARY 28, 2013
TO AAA CARTING OF CORTLANDT MANOR, NY

WHEREAS, on February of 2010, the Board of Trustees of the Village of Pelham awarded Contract 2010-01 for Garbage, Trash, Recycling and Organic Waste Collection, advertised and bid as a qualifications based bid and contract in the Village Of Pelham to AAA Carting of Cortlandt Manor, NY; and

WHEREAS, the first two years of the contract have been completed to a satisfactory level of service, and the Village seeks to extend the contract based on the terms and provisions of the extensions within the contract.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Board of Trustees of the Village of Pelham hereby authorize the first of two (2) one year extensions, at stated prices in the bid and contract documents for contract 2010-01, at an annual contract price for year three of five hundred eighty thousand six hundred and forty-nine dollars (\$580,649.39), plus continuing contractual costs-per-container for the dumping of large containers of materials for the Public Works Department; and be it

FURTHER RESOLVED, that the Mayor, Village Administrator, Village Attorney and DPW General Foreman are authorized to take the necessary and appropriate actions to advise AAA Carting of this contract extension to continue this contract for these services.

Item #10—Authorizing The Use Of Village Streets And Assistance For Traffic Control For The Annual Little League Parade

Deputy Mayor Lewis stated this resolution will authorize the Little League Parade for Saturday, April 21, 2012. Administrator Yamuder said the Little League will be asked to pay for any Village overtime incurred by the event. Trustee Marty asked to make sure the Little League was aware that they were responsible for the overtime.

A motion was made by Trustee Marty and seconded by Trustee Morris to adopt the resolution. The vote was approved by a vote of five in favor, none opposed. Mayor Hotchkiss and Trustee Mohan were absent.

RESOLUTION
AUTHORIZING THE ANNUAL PELHAM LITTLE LEAGUE PARADE ROUTE
AND VILLAGE ASSISTANCE (POLICE, FIRE, DPW) AS NECESSARY

BE IT RESOLVED, that the Board of Trustees of the Village of Pelham authorizes use of Village streets and assistance for traffic control for the Annual Pelham Little League Parade on Saturday, April 21, 2012, with streets closed from 8 a.m. to 11 a.m., for the parade to take place from 8:30 a.m. until 10:30 a.m. on 5th Avenue from Lincoln Avenue through Wolfs Lane to the High School, with a staging area on 3rd Street between 4th Avenue and 7th Avenue; and

BE IT FURTHER RESOLVED, that the Little League Organization will be responsible for all Village Of Pelham overtime costs that occur for this event;

BE IT RESOLVED, that the Village Administrator, Police Chief, Fire Chief and General Foreman are authorized to take the necessary and appropriate actions to implement the plan and make arrangements for this parade.

Item #11—Authorizing An Agreement Between The Village Of Pelham And Westchester County For The Police Traffic Safety Enforcement (Step Grant) Program

Deputy Mayor Lewis said the Village Police Department is applying for a grant under the Step program for traffic safety enforcement. The Administrator stated this program is part of an inter-municipal agreement with Westchester County to increase safety enforcement and education for the public. He said the Village will receive \$1,060.00 from the County as part of this program. Trustee Marty said the Village is receiving money from the County which Police Chief Benefico will know how best to utilize the funds.

A motion was made by Trustee McGoldrick and seconded by Trustee Morris to adopt the resolution. The vote was approved by a vote of five in favor, none opposed. Mayor Hotchkiss and Trustee Mohan were absent.

RESOLUTION

AUTHORIZING AN AGREEMENT
BETWEEN THE VILLAGE OF PELHAM AND WESTCHESTER COUNTY
FOR THE POLICE TRAFFIC SAFETY ENFORCEMENT (STEP GRANT) PROGRAM

BE IT RESOLVED, that the Board of Trustees of the Village of Pelham hereby authorizes an agreement with a term from 10/1/2011 to 9/30/2016 between the Village of Pelham and the County of Westchester for the Village to participate in the STEP Grant program (Selective Enforcement for Traffic Safety); and

BE IT FURTHER RESOLVED, that the Police Dept., in accordance with the agreement, is authorized to spend \$1060.00 for increased traffic safety enforcement for the period of 10/1/11 to 9/3-/12;and

FURTHER RESOLVED, that the Mayor, Village Administrator and Police Chief are authorized to take the necessary and appropriate actions to effect and execute this contract for these services.

Committee and Community Liaison Reports

Item #12– Commercial Zoning Review

None

Item #13– Site Plan Review

None

Item #14–B & W Site

Trustee Marty said the Village received bids for remediation of the greenspace also known as Site A. He said he has been speaking with Trustee Marciona about the lowest bidder for the mitigation proposal. He said he hoped the Board would be in a position to take the fence down in the spring.

Item #15– Employee Benefits/HR Manual

Deputy Mayor Lewis stated that Trustee Mohan is currently reviewing the HR Manual. He said the Board is close to having a draft to present for approval.

Item #16– Tree Committee

Trustee Marciona stated she attended a conference on the placement of trees by the street. She would share her notes and impressions with the Board for future plantings.

Item #17– Park Improvements

Trustee Marciona commented on the progress of Trotta Park. She said she had a conference with Building Inspector Russo, and Town Supervisor DiPaolo. She said the group came up with many good design ideas for the park. Trustee Morris said she hopes to have designs ready to present to the Board shortly.

Item #18– Development (including 3rd Street RFP)

None

Item #19– Parking

Administrator Yamuder stated the muni-meters stationed at municipal lots #1 and #7 are in place but must be programmed. He said he hopes to have a training session done shortly for the DPW and the Parking Enforcement Officers (PEO's). He said the meters should be up and running soon.

Trustee McGoldrick referenced a memo drafted by the Village Clerk related to the increase in the meter fees. The memo noted a decrease in commuter parking by the train station at the 12-hour meters. Trustee McGoldrick asked the Board if they should revisit the decision to increase the meter fees to \$1.00 an hour. He said if fewer people are parking in these spots, then the Village is losing revenue.

Trustee Marty said the Board should wait and see whether this trend will subside with time. He said it was not long ago the Village made this decision, and the Board should wait and give the change more time to settle.

Item #20- KVS Accounting Software Implementation

Administrator Yamuder stated that the new accounting software has been installed on the Village's computers. He said he will be arranging training sessions for the Village staff in the next few weeks.

Item #21- Updating NY Building Code

Administrator Yamuder stated that the Building Inspector and Village Prosecutor Martha Conforti will be meeting to finish updating the Village Building Code in the next few weeks.

Item #22- Replacing Televising Video Equipment

Secretary Bonington stated the Village received an equipment list from two of its technical advisors. He said this list was sent out to several electronic manufacturers, and the Village has received several quotes for the updated audio/visual equipment. He said the Village will be making a decision

on which quote to proceed with and purchase the equipment. He finished by saying he hoped to have the purchase completed by the end of the week.

Item #23- Other Business

John Panetta, a former Village firefighter residing at 211 2nd Avenue, asked the Board about a letter he had sent to the Village Administrator regarding his retirement disability payments for the purpose of refinancing his home. He said he is asking for a letter which states the Village will continue to provide him benefits.

Deputy Mayor Lewis stated the Board cannot discuss personnel and legal matters in a public forum. Administrator Yamuder added that he had spoken with Mr. Panetta several times and had been advised by Village counsel not to sign any documents under the current circumstances. The Administrator stated he had been very upfront with Mr. Panetta, and all requests for information were answered in a timely fashion.

Item #24- Authorizing Accounts Payable

Trustee Lewis audited the Accounts Payable.

After some discussion, a motion was made by Trustee McGoldrick and seconded by Trustee Marciona to adopt the resolution. The vote was approved by a vote of five in favor, none opposed. Mayor Hotchkiss and Trustee Mohan were 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	\$ 197,487.56
Water Fund	\$ 858.15
Capital Projects Fund	\$ 6,976.83
Trust and Agency Fund	\$350.00
H3 Fund	\$0.00
CD NYS Main Street Fund	\$0.00
TE Expandable Trust Fund	<u>\$0.00</u>
Grand Total	\$ 205,672.54

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

Item #25- Authorizing Minutes of: December 20, 2011, January 3, 2012

A motion was made by Trustee Marty and seconded by Trustee McGoldrick to adopt the minutes from December 20, 2011. The vote was approved by a vote of five in favor, none opposed. Mayor Hotchkiss and Trustee Mohan were absent.

December 20, 2011- Approved

A motion was made by Trustee Morris and seconded by Trustee Marciona to adopt the minutes from January 3, 2012. The vote was approved by a vote of five in favor, none opposed. Mayor Hotchkiss and Trustee Mohan were absent.

January 3, 2012- Approved

Item #26- Adjournment to Executive Session

A motion was made by Trustee Morris with a second by Trustee McGoldrick to adjourn the public portion of the board meeting and go into Executive Session to discuss contractual matters at 9:00 p.m., after which time the Board would adjourn for the evening. The motion was approved by a vote of five in favor, none opposed. Mayor Hotchkiss and Trustee Mohan were absent.

Respectfully submitted,
Peter Bonington, Secretary to the Village Administrator

