

VILLAGE OF PELHAM BOARD OF TRUSTEES
REGULAR MEETING
TUESDAY, JUNE 18, 2013, 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

Agenda Items:

Non-Recurring Items		
7.	Resolution Authorizing the Award of Insurance Coverage to Provider for Worker's Compensation Insurance Coverage	Approved
8.	Preliminary Discussion of for Wireless Communications Facilities	Discussed
9.	Other Business	None
Recurring Items		
10.	Authorizing Budget Transfers	Approved
11.	Authorizing Accounts Payable	Approved
12.	Authorizing Minutes of: June 4, 2013	Approved
13.	Adjournment to Executive Session	Approved

Next Regularly Scheduled BOT Meeting:

Tuesday, July 9, 2013
Tuesday, August 20, 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 Mayor Cassidy at 7:30 p.m.

The following members of the Board of Trustees were present:

Mayor Cassidy, Trustees Kagan, McGoldrick, Senerchia, Mutti, and Volpe (arrived at 8:15 pm)

The following members of the Board of Trustees were absent:

Trustee Marty

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 some residents may have noticed the road work taking place on Highbrook Avenue and First Street. He said this is not Village work but Con Edison. He said the Administrator is working closely with DPW Foreman Michael Shriman to see that full restoration is done on any streets disturbed by utility companies working in the Village.

He remarked that the Chamber of Commerce Street Fair will take place on Sunday, June 23 from 10 am to 5 pm. He encouraged residents to attend.

The Mayor finished his report saying that he attended the Police Awards Ceremony. He said it serves as an example of the professionalism and heroism of the Village of Pelham Police Department.

Trustees Reports:

Trustee Kagan

Trustee Kagan stated that United Water of New Rochelle received the package forwarded to them by the Village to requesting discussions begin regarding the Pelham Heights water district system. He said he hoped this is the beginning of a discussion with United Water.

Trustee Marty

None

Trustee McGoldrick

Trustee McGoldrick stated he had received some updated figures regarding the number of building permits that have been opened year-to-date. In Fiscal Year 2011-2012 a total of \$106,000 in revenue was taken in from building permits. Trustee McGoldrick said this year approximately \$154,000 has been taken in so far.

Trustee Mutti

Trustee Mutti stated that the Highbrook Clock in Pelhamwood was pruned last week by Dominic Ragno. This pruning was funded by the Pelville Association.

She said the chain link fence around the Young Avenue field is being taken down. There will be a planting party on June 30th for shade plants.

Trustee Mutti said the Board is looking into changing the scope for the Wolfs Lane Park grant project and there will be a meeting on the Highbrook Bridge in the coming weeks.

Trustee Senerchia

Trustee Senerchia gave an update on the status of the flooding remediation project on Third Street. He said Administrator Yamuder has received the plans and specifications for the project. He is reviewing them for accuracy and will return them to the engineer for bidding promptly. Trustee Senerchia said a rough timeline would be for the start of construction would be in late August or early September and the project should last approximately 3 months.

Trustee Senerchia read a letter into the record that commended the conduct of the Pelham Police Department. He relayed information regarding two separate incidents in which an unconscious man was revived by Officers DeSisto and Sheehy as well as Fire Lt. Keiser and Firefighter Frusicante through use of a defibrillator and another incident where Trustee Senerchia's own 11 month old baby was choking and was assisted by Pelham Police Officers Bornholtz, Green, and Pallet as well as rookie officer Moran. He wanted to thank the members of the Police for their commitment and professionalism to the people of Pelham.

Trustee Volpe (arrived at 8:15 pm)

Village Administrator's Report

The Village Administrator reported that the Village has become aware on another Local Pre-Disaster Mitigation Grant (LPDM) opportunity for another leg of the overall flooding remediation project.

Trustee Kagan asked if the construction documents will be on the website. Administrator Yamuder said can be posted when they are finalized and ready for bidding.

The Administrator said he attended a roundtable of municipal mayors and managers regarding emergency communication measures. He said these are good seminars to attend because they generate awareness and communication between governmental agencies and municipalities.

Item #6–Public Comment

Luke Hellum said he is a rising junior at Pelham Memorial High School and said he is working on a science research project to study and reduce carbon emissions around Pelham through data collection. He asked if the Board could support his Facebook page “Smarter Pelham” and assist in distributing the online survey form.

Trustee Mutti said Mr. Hellum is taking part in a four year program sponsored by SUNY and the students involved receive college credit. She said she hopes the local media will make note of his project.

Mayor Cassidy said the Village can post a link on the Village website to some of these online resources. Administrator Yamuder offered to introduce Mr. Hellum to some Westchester County officials who operate greener initiatives throughout the County.

Item #7– Resolution Authorizing the Award of Insurance Coverage to Provider for Worker’s Compensation Insurance Coverage

Administrator Yamuder stated the Village has requested proposals for its worker’s compensation coverage. He said they received three separate quotes from insurance companies: NYSIF, the Village’s current provider, PERMA, and Traveler’s. He said that PERMA came in with the lowest qualified bid at \$311,030.00. This payment would receive a discount if paid in a single payment which would bring the premium down to \$305,813.00. Based on the proposals provided, the Administrator recommended the Board choose PERMA as the Village’s worker’s compensation provider.

The Administrator said the Village seeks new providers yearly in order to obtain the best premiums possible. He said there was an increase this year due to several factors which included an increase in the overall salary range, an increase in the volunteer firefighter coverage, several bad claims in the past year, and the reduced dividend received from NYSIF. He said generally there is an increase in policy costs with all municipalities. The Administrator said the Board budgeted \$260,000 for this coverage however the actual cost last fiscal year came to \$287,000.

Mayor Cassidy said he did not understand why this year there is a 36% increase from last year’s premiums. Village insurance broker, RJ Impastato, stated that there has been a 17% increase in payroll which affects premiums for all firms dealing with municipalities. He added that substantial claims which has left one Fire Lt. off duty for over a year and several members of the Police Department on light duty. Mr. Impastato said that if the Board elects to go with PERMA’s quote and pays it in a single installment, it will only represent a 6% increase to the projected premium. If the Board pays it in monthly installments it will represent an 8% increase.

Administrator Yamuder added that part of the reason the increase appears so large is that last year the calculations were based off an unaudited payroll. Had the calculations been performed on the actual salaries of the Village, there would have been an increase that would have made this year's increase to the premiums not see so dramatic.

Trustee Kagan asked what PERMA provides that NYSIF does not. Mr. Impastato said PERMA is better at managing risks for the municipalities. In addition, their safety and risk management group resources are included in the cost of the premium unlike NYSIF which charges 10% for its safety group, Lovell Safety Group.

Mayor Cassidy said he is comfortable with the PERMA quote as they offer the same services as NYSIF and they do not perform a safety audit.

Trustee Kagan asked if the Board could review the salary numbers given to the insurance companies to double check their accuracy. He added that in the future it would be helpful to review these quotes earlier than the meeting before the deadline on July 1.

Mayor Cassidy said that it is unlikely there will be any changes in the numbers provided to the insurance companies as they are based off of past budgeting. He added that the Board would not have any more leverage two weeks ago than it does now.

Administrator Yamuder stated he would look into seeing if there was any benefit with paying the premium to PERMA in a lump sum or in installments.

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

WHEREAS, the Village of Pelham has been seeking Worker's Compensation insurance proposals to provide coverage for the Village of Pelham.

The Village sought to obtain Worker's Compensation insurance proposals through FOA and SON Insurance Corp. from New York State Insurance Fund, PERMA and Travelers submitted as follows:

<u>Company</u>	<u>Quote</u>
PERMA	\$311,030.00 (\$305,813.00 if single payment for premium)
New York State Insurance Fund	\$392,574.00

administered by Lovell Safety Management Co.

Travelers \$414,674.00.00

WHEREAS, based on our review of the proposals and other pertinent factors, the Village recommends awarding the Worker's Compensation insurance package to PERMA; and

NOW, THEREFORE, BE IT RESOLVED, that the Village hereby awards Insurance Services, with Insurance Coverage Services to be provided for Worker's Compensation through PERMA at a cost of Three hundred eleven thousand and thirty dollars (\$311,030.00), with a reduction to Three hundred five thousand eight hundred thirteen dollars (\$305,813.00) if a single premium payment is made; and

BE IT FURTHER RESOLVED, that the Mayor and Village Administrator are authorized to take the necessary and appropriate actions to retain coverage for the Worker's Compensation insurance to be effective July 1, 2013

Item #8– Preliminary Discussion for Wireless Communications Facilities

Jeffrey Binder an attorney for Extenet Systems Inc. based out of White Plains. He explained to the Board that Extenet has been retained by wireless companies to install cell phone minitower repeaters around municipalities that have been identified has "dead spots" for cellular activity. He identified three areas in Pelham where work would be required at Harmon Avenue, Colonial Avenue, and East Second Street. He said that Extenet is prepared to proceed with any processes the Village would like them to go through in order begin this work.

Trustee McGoldrick asked what would happen if the Village denies Extenet the right to install this equipment. Mr. Binder responded that Federal law allows these companies to move ahead with the installation however, Extenet would prefer to work with the municipality.

Trustee McGoldrick asked about any emissions that might originate from this new equipment. Mr. Binder said that any emissions would be minimal adding that this equipment is designed to work in populated areas.

Mr. Binder said Extenet is offering a regular node fee as well as a monthly payment to the municipality for allowing this service within its borders. He added that it can also offer dark wire and fiber capability for public access if that desirable.

John Cassone of 7th Avenue asked if these installations would clear up any dead spots on the Hutchinson Parkway. Mr. Binder responded these are small, site specific devices and would not affect the highway.

Administrator Yamuder said he and the Building Inspector met with Mr. Binder to discuss this project initially. He said they can discuss details further as this proposal develops including the possibility of using existing poles as opposed to new ones. Mayor Cassidy said it would be helpful to have an engineer from Extenet at the next Board meeting.

Item #9–Other Business

None

Item #10– Authorizing Budget Transfers

These Budget Amendments and Transfers were requested by Finance Director Shirley Brown.

Administrator Yamuder said these budget transfers are the last for Fiscal Year 2012-2013. Mayor Cassidy said he sees these transfers are revenue neutral and does not have a problem with approving them. Trustee Kagan asked if the source and destination could be marked on the sheet the next time there are transfers.

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

RESOLUTION

Re: Budget Amendments and Transfers for Fiscal Year 2012-13

Whereas, pursuant to the provisions of Section 5-520 of the New York State Village Law, the Board of Trustees, by resolution, may increase existing Appropriations by transferring funds from the unexpended balance of another appropriation, from the contingent account, from available cash surplus or unanticipated revenues within a fund, or by borrowing, and

Whereas, in all cases, there are sufficient unexpended balances in other appropriations accounts, excess revenues or fund balances available to cover the transfers, now therefore be it

Resolved, that pursuant to Village Law Section 5-520, the Board of Trustees hereby authorizes and directs the proper Village officers to modify the 2012-13 Budget by making the following amendments and rollovers:

Item #11– Authorizing the Accounts Payable

Trustee Senerchia audited the Accounts Payable.

A motion was made by Trustee Senerchia and seconded by Trustee McGoldrick to adopt the resolution. The vote was approved by a vote of five in favor, none opposed. Trustees Volpe and Marty 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	\$ 276,340.30
Water Fund	\$1,516.00
Capital Projects Fund	\$0.00
Trust and Agency Fund	\$0.00
CD NYS Main Street Fund	\$0.00
H3 Fund	\$0.00
TE Expand Trust Fund	\$130.53
Grand Total	\$277,986.83

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

Item #12– Authorizing Minutes of: June 4, 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 five in favor, none opposed. Trustees Volpe and Marty were absent.

June 4, 2013- Approved

Item #13– Adjournment to Executive Session

A motion was made by Trustee Senerchia with a second by Trustee McGoldrick to adjourn the public portion of the Board meeting at 9:30 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 six in favor, none opposed. Trustee Marty was absent.

Respectfully submitted,
Peter Bonington, Secretary to the Village Administrator