

VILLAGE OF PELHAM BOARD OF TRUSTEES
 REGULAR MEETING
 TUESDAY, NOVEMBER 15, 2011, 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:

#	Agenda Items:	Approximate Starting Time of Discussion
	Non-Recurring Items	7:40 p.m.
7.	Resolution to Approve Village Credit Card Usage Policy	Approved
8.	Tax Certiorari Settlement and Payment Authorizations for Weinfeld Development Corporation 1-13 Fifth Avenue	Approved
	Reports and other Business	8:00 p.m.
9.	Monthly Budget Review	Discussed
10.	Grants- Status Report	Discussed
11.	Other Business	None
	Recurring Items	8:30 p.m.
12.	Authorizing Budget Transfers	Approved
13.	Authorizing Accounts Payable	Approved
14.	Authorizing Minutes of: October 18, 2011, November 1, 2011	Tabled
15.	Adjournment to Executive Session	9:00 p.m.

Next Scheduled Board Meetings are:

Tuesday, December 6, 2011

Tuesday, December 20, 2011

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 Lewis at 7:35 p.m.

The following members of the Board of Trustees were present:

Deputy Mayor Lewis, Trustees Marciona, McGoldrick, and Mohan, and Morris

The following members of the Board of Trustees were absent:

Mayor Hotchkiss and Trustee Marty

Village staff in attendance:

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:

Trustee Lewis-

Deputy Mayor Lewis stated that he would be conducting the meeting in Mayor Hotchkiss' absence. He said the Mayor and Administrator were both on trips this week.

He began the announcements by saying that Municipal Lot #1 has been completed. He said the Village is looking into installing muni-meters in Municipal Lot #1 and Lot #7.

Deputy Mayor Lewis said that Friday, November 18, 2011 will be known as Joe Solimine Day. He said there will be a retirement party for Mr. Solimine on Friday night for his 22 years of service to the community. He said he would be presenting Mr. Solimine with a proclamation for his service.

Trustee Marciona-

Trustee Marciona stated that she attended a Green Infrastructure conference which she stated had many helpful suggestions for how the Village can make its infrastructure more sustainable and green friendly. She distributed several leaflets of information on the subject to the Board members. She stressed the importance of using dry wells to control water flow and the use of permeable paving to create drainage. She said that the prevailing thinking with regard to updating infrastructure is that municipalities and residences should be thinking in terms of a hundred year storm rather than a fifty year storm.

Trustee Marty-

Absent

Trustee McGoldrick-

None

Trustee Mohan- (arrived at 7:55 pm)

None

Trustee Morris-

Trustee Morris stated that she met with representatives of the Farmer's Market. She said Frankie Rowland is putting together a committee to facilitate more community involvement. She said anyone interested could contact her by her through email at frowland@communitykartets.biz.

Trustee Morris stated that Pelham must support the Farmer's Market if they want it to continue. She said Ms. Rowland is working on getting some new vendors to increase the market's variety but stated that there must also be increased patronage in order to maintain the Market in Pelham.

She recommended that the Village also encourage members of the Chamber of Commerce to work with the Farmer's Market.

Village Administrator's Report-

Secretary Bonington gave a summary from the Village Administrator's report. He added that the parking lot known as Municipal Lot #1 was finished on budget and on schedule. He said a \$100,000 grant from Senator Klein's Office would be assisting in the funding for the project. He added that muni-meters had been ordered for both parking lots #1 and #7.

He said the milling and paving project on Colonial Avenue was completed on Friday, November 11, 2011. He said there will be some additional line painting would be going on in the evenings.

Item #6– Public Comment-

John Cassone of 7th Avenue spoke to the Board about the branch he had reported as the last meeting. He said Con-Ed did respond promptly but stressed that they must prioritize the calls that they receive from residents.

Deputy Mayor Lewis said that New York, New Jersey, and Connecticut were all hit very badly by this storm and understandably Con-Ed responded as promptly as they could.

Item #7–Resolution to Approve Village Credit Card Usage Policy

Deputy Mayor Lewis asked Secretary Bonington to give some background on this resolution. Secretary Bonington responded that the credit card policy is an internal management control

for the Administrator to delegate the credit card to Village department heads in the rare cases where a purchase order is not accepted by a vendor.

Trustee McGoldrick asked if the question of whether this policy will conflict with the agreement that the Village holds with Chase Bank has been answered. Secretary Bonington stated that Administrator Yamuder had emailed Trustee Mohan that this policy would not conflict with that agreement.

Trustee Mohan arrived and confirmed that her question had been answered. Trustee Marciona stated that the consequences for fraudulent use of the card should be to the full extent of the law. Trustee Mohan said that language related to the penalty for fraudulent of the Village's card can be added into the resolution to make the penalties at the Board's discretion.

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

RESOLUTION
AUTHORIZING
VILLAGE CREDIT CARD USAGE POLICY

BE IT RESOLVED, that the Village of Pelham Board of Trustees authorizes a Village Credit Card Policy to regulate credit card usage for municipal purchases.

Item #8–Tax Certiorari Settlement and Payment Authorizations for Weinfeld Development Corporation 1-13 Fifth Avenue

Deputy Mayor Lewis stated there is another tax certiorari that the Village has been instructed to pay by court order. He said the property is a commercial business located at 113 5th Avenue. He said it is a smaller amount than the last tax certiorari the Village received. He asked if the Board had any questions.

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

AUTHORIZING A TAX CERTIORARI JUDGMENT
FOR WEINFELD DEVELOPMENT CORPORATION 1-13 FIFTH AVENUE
AS AUTHORIZED BY THE TOWN OF PELHAM
FOR ASSESSMENT YEARS 2009 and 2010
(CORRESPONDING TO FY 2010-2012)

BE IT RESOLVED, that the Board of Trustees of the Village of Pelham hereby authorize the court ordered settlement and payment for a refund of taxes and reduction in assessment to Broadview Properties LLC pursuant to the Court Order and Judgment for the properties at the following address for the following amounts:

<u>Address:</u>	<u>Tax Lot ID Number:</u>	<u>Assessment Years:</u>	<u>Amount:</u>
1-13 Fifth Ave.	163.44-1-28	2009	\$ 412.00
		2010	\$503.80
		Total:	\$915.80

In the total amount of nine hundred fifteen dollars and eighty cents (\$915.80) and authorizes the Mayor, the Village Attorney and the Village Administrator/Treasurer to sign these agreement and take the necessary and appropriate actions to effect this Court Order and refund these taxes.

Item #9–Monthly Budget Review

Deputy Mayor Lewis stated the Village is approximately 5 months through the fiscal year and the budget appears to be on target for. He said the winter months are still ahead however and some of the sizeable expenses such as the retirement contributions are still to be paid. He stated that Village overtime has been scaled back but is still not on target.

Trustee Marciona asked if there were any fire related calls that the Pelham Fire Department responded to during the snowstorm on October 29, 2011. She wanted to determine how much overtime was accrued during the storm. Secretary Bonington stated he would consult with the Village Fire Chief at tomorrow morning's staff meeting and see how much overtime was used during the snowstorm.

Item #10– Grants- Status Report

Secretary Bonington gave the grants status report. He reported that the Village's flooding remediation grants are progressing. The \$340,000 EPA administered grant has been awarded to the Village. The Administrator has been in contact with the engineers to begin formulating plans and specifications for the grant funded project. The other three Local Pre-Disaster Mitigation grants (from years 2008, 2009, 2010 respectively) have been progressing through the State and Federal review process. Administrator Yamuder completed several clarifications on the applications and they have now been forward to the Federal level for review.

The Village's two Dormitory Authority administered grants are moving forward. The Village was informed by Senator Klein's Office that the \$100,000 CCAP grant for the First Street Parking Lot project was ready for disbursement. The Administrator and the Secretary have following up on the status of the grant and have learned it is being reviewed by the Senate

Finance Committee. The Secretary said he will be reaching out to his contacts at the Senator's Office to get more information about when the funds may be available.

The proposal to reallocate the funds for Project 3 of the Wolfs Lane Park Plan has been submitted to the Dormitory Authority for their review. The Village was awarded a \$647,000 grant to complete Projects 1 and 2 of the Plan but the Board had decided several months ago to pursue Project 3 which is for the renovation of the corner of Wolfs Lane and First Street as a memorial garden and village green.

Trustee Mohan asked where the Village stand with getting a survey of the corner of Wolfs and First. Secretary Bonington said the Administrator was working on getting a surveyor into to perform the task but he is trying to coordinate it with the survey that is necessary for the Community Development Block Grant (CDBG) that the Village has also applied for which will be more efficient that contracting out two separate surveys.

Item #11– Other Business

Trustee McGoldrick mentioned that he wished to explore the use of windmills as a means of producing power. He said he has heard of examples of windmills and solar panels being used in other cities and towns and said he would like to keep that in mind for future projects.

Item #12–Authorizing Budget Transfers

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

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

RESOLUTION

Re: Budget Amendments and Transfers for Fiscal Year 2011-12

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 2011-12 Budget by making the following amendments and rollovers:

2011/12 BUDGET TRANSFERS - VILLAGE BOARD MEETING NOVEMBER 15, 2011

2011/12 BUDGET AMENDMENTS

GENERAL FUND

A3120.121	Police special Assignment	\$2,793	A2772	Refund for Person. Serv.	\$ 4,323
A9030.935	Social Security	\$1,530			
	To reflect outside overtime billings				
A3410.120	Fire OT	\$ 1,658	A2772	Refund for Person. Serv.	\$ 3,915
A5110.120	DPW OT	\$ 2,257			
	To reflect outside overtime for Srett Fair for DPW & Fire				

2011/12 BUDGET TRANSFERS

GENERAL FUND

A1410.107	P/T Sal.Records Manag.	\$ 50.00	A3620.404	Bldg. Dept. Dues	\$ 50.00
A1620.201	Shared Services Equipt	\$ 3,400	A1410.201	Village Clerk Equipt	\$ 400
			A1910.910	Unalloc.Ins. P & L	\$ 3,000
	New Server and Desktops to accommodate KVS software				
A5110.470	DPW Profess. Training	\$ 500	A5110.415	DPW Supplies & Misc	\$ 500
A8010.400	Zoning Bd, Expense	\$ 20	A8020.415	PLANNING Bd. Exp.	\$ 20
TOTALS		\$ 12,208	TOTALS		\$ 12,208

Item #13—Authorizing the Accounts Payable

Trustee Lewis audited the Accounts Payable.

After some discussion, a motion was made by Trustee Mohan 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 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	\$ 103,141.92
Water Fund	\$120.22
Capital Projects Fund	\$39,907.40
Trust and Agency Fund	\$0.00
CD NYS Main Street Fund	\$ 0.00
H3 Fund	\$0.00
<u>TE Expand Trust Fund</u>	<u>\$ 0.00</u>
Grand Total	\$143,169.54

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

Item #14– October 18, 2011, November 1, 2011

The Board decided to table these minutes until a later meeting.

October 18, 2011- Tabled

November 1, 2011- Tabled

Item #15–Adjournment to Executive Session

A motion was made by Trustee McGoldrick with a second by Trustee Morris to adjourn the public portion of the board meeting at 8:45 p.m. after which time the Board would adjourn for the evening. The motion was approved by vote of five in favor, none opposed. Mayor Hotchkiss and Trustee Marty were absent.

Respectfully submitted,
Peter Bonington, Secretary to the Village Administrator

