

Minutes of the Village Board Meeting held at Town Hall on July 10, 2014 at 7PM

Present: Michael Queenan, Mayor  
Timothy Egan, Thomas Flood and David Sutz, Trustees  
Absent: Neil Crouse, Trustee  
Also Present: Robert Weyant, Highway Superintendent; William McClennan, Water/Sewer Administrator; Jessica McClennan, Deputy Village Clerk

**I. Public Hearing:**

a. Dedication of Apisson Trail:

A public hearing was held to entertain public comments on the offer of dedication of Apisson Trail to the Village for use and maintenance as a public street. The public notice was printed in the Times Herald Record on July 3, 2014.

With no comments received, a motion was offered by Trustee Egan, seconded by Trustee Sutz, to close the public hearing.

**ADOPTED** AYES 4 Queenan, Egan, Flood, Sutz  
NOES 0

Motion was then offered by Trustee Egan, seconded by Trustee Flood, to accept dedication of Apisson Trail.

**ADOPTED** AYES 4 Queenan, Egan, Flood, Sutz  
NOES 0

It was noted that a \$35,000 one-year cash maintenance bond has been posted.

**II. Administrative Business:**

a. Acceptance of Minutes:

Motion was offered by Trustee Sutz, seconded by Trustee Flood, to accept the minutes of the regular meeting held June 26, 2014.

**ADOPTED** AYES 4 Queenan, Egan, Flood, Sutz  
NOES 0

b. Approval of Abstract:

Motion was offered by Trustee Egan, seconded by Trustee Sutz, to approve Abstract 3 containing vouchers 140161 – 140221 and totaling \$59,314.22.

**ADOPTED** AYES 4 Queenan, Egan, Flood, Sutz  
NOES 0

c. Budget Modifications:

Motion was offered by Trustee Egan, seconded by Trustee Sutz, to approve a modification to the FY2013/2014 budget of the General Fund totaling \$8738 by decreasing A1910.400 (Unallocated Insurance) by \$8,738 and increasing A1410.430 (VC – Transportation/Travel) by \$68, A1420.403 (Attorney – Zoning Board) by \$3814, A1610.405 (General – Electric) by \$1109, A1670.402 (Central Postage) by \$237, A3410.201 (FD – Equipment – Long-Term) by \$3046, A3410.401 (FD – Telephone/Alarm) by \$287, A3410.417 (FD – Cellular Phone) by \$115 and A3620.416 (BD – Uniforms) by \$62.

**ADOPTED** AYES 4 Queenan, Egan, Flood, Sutz  
NOES 0

Motion was then offered by Trustee Egan, seconded by Trustee Flood, to approve a modification to the FY2013/2014 budget of the Consolidated Water Fund totaling \$35,602 by decreasing FC8310.100

(Personal Services) by \$28,000, FC9060.801 (Hospital/Medical) by \$7602 and increasing FC8310.200 (Equipment) by \$6637, FC8310.401 (Telephone/Alarm) by \$62, FC8310.402 (Electric) by \$1537, FC8310.403 (Heating Oil/Gas) by \$469, FC8310.415 (Engineering) by \$13,674, FC8310.417 (Cellular Phone) by \$496, FC8310.438 (Operations/Maintenance) by \$12,454 and FC8310.481 (State Mandated Reports) by \$273.

**ADOPTED** AYES 4 Queenan, Egan, Flood, Sutz  
NOES 0

Motion was then offered by Trustee Sutz, seconded by Trustee Egan, to approve a modification to the FY2013/2014 budget of the Water #6 (Amdur Park) Fund totaling \$8982 by decreasing FA8310.200 (Equipment) by \$2300, FA8310.438 (Operations/Maintenance) by \$1700, FA8310.441 (Sludge Removal) by \$2000, FA8310.442 (Lab Testing) by \$2120, FA8310.453 (Vehicle Repairs) by \$862 and increasing FA8310.100 (Personal Services) by \$8076, FA8310.412 (Postage) by \$65, FA8310.415 (Engineering) by \$295 and FA9030.800 (Social Security/FICA) by \$546.

**ADOPTED** AYES 4 Queenan, Egan, Flood, Sutz  
NOES 0

Motion was then offered by Trustee Flood, seconded by Trustee Sutz, to approve a modification to the FY2013/2014 budget of the Consolidated Sewer Fund totaling \$163,813 by decreasing GC1930.400 (Judgment/Claims) by \$23,254, GC8110.200 (Equipment) by \$26,637, GC8110.201 (Equipment – Pumps) by \$14,000, GC8110.415 (Engineering) by \$9945, GC8110.422 (Blacktop) by \$5000, GC8110.426 (Chemical/Supply) by \$2866, GC8110.438 (Operations/Maintenance) by \$33,800, GC8110.441 (Sludge Removal) by \$1011, GC8110.443 (I & I Repairs) by \$22,500, GC8110.444 (Schools/Dues) by \$2200, GC9010.800 (State Retirement) by \$10,600, GC9060.801 (Hospital/Medical) by \$12,000 and increasing GC8110.100 (Personal Services) by \$20,578, GC8110.401 (Telephone/Alarm) by \$1644, GC8110.402 (Electric) by \$6692, GC8110.403 (Heating Oil/Gas) by \$45, GC8110.414 (Attorney) by \$1305, GC8110.417 (Cellular Phone) by \$688, GC8110.437 (Special Projects) by \$31,000, GC8110.439 (OC Sewer District) by \$67,637, GC8110.440 (OC Sewer Cap. Fund) by \$32,414, GC8110.452 (Vehicle Gasoline) by \$1186 and GC9030.800 (Social Security/FICA) by \$624.

**ADOPTED** AYES 4 Queenan, Egan, Flood, Sutz  
NOES 0

Motion was then offered by Trustee Egan, seconded by Trustee Flood, to approve a modification to the FY2013/2014 budget of the Brigadoon Sewer Fund totaling \$45,665 by decreasing GB1930.400 (Judgment/Claims) by \$5000, GB8110.200 (Equipment) by \$2965, GB8110.201 (Equipment – Pumps) by \$5800, GB8110.402 (Electric) by \$11,900, GB8110.438 (Operations/Maintenance) by \$20,000 and increasing GB8110.100 (Personal Services) by \$11,638, GB8110.415 (Engineering) by \$33,041, GB8110.416 (Uniforms) by \$167 and GB9030.800 (Social Security/FICA) by \$819.

**ADOPTED** AYES 4 Queenan, Egan, Flood, Sutz  
NOES 0

Motion was then offered by Trustee Sutz, seconded by Trustee Flood, to approve a modification to the FY2013/2014 budget of the Sewer #1 (Valley Forge) Fund totaling \$10,524 by decreasing GV8110.402 (Electric) by \$724, GV8110.410 (Bonding) by \$1000, GV8110.438 (Operations/Maintenance) by \$3400, GV8110.441 (Sludge Removal) by \$4800, GV8110.464 (Generator Fuel) by \$600 and increasing GV8110.100 (Personal Services) by \$6990, GV8110.200 (Equipment) by \$1818, GV8110.415 (Engineering) by \$1253 and GV9030.800 (Social Security/FICA) by \$463.

**ADOPTED** AYES 4 Queenan, Egan, Flood, Sutz  
NOES 0

d. Fire Department Equipment Requisitions:

Motion was offered by Trustee Egan, seconded by Trustee Flood, to approve Fire Department Requisition 2014-14 totaling approximately \$1041.00 for the purchase of SCBA face pieces, 2014-15 totaling approximately \$580 for the purchase of a blade for forcible entry/structural firefighting, 2014-16 totaling approximately \$225.45 for parade gear and 2014-17 totaling approximately \$621 for bailout harnesses.

**ADOPTED**      AYES    4            Queenan, Egan, Flood, Sutz  
                     NOES    0

e. Fire Department Membership

Motion was offered by Trustee Egan, seconded by Trustee Flood, to accept the application for membership to the Highland Mills Fire Company received from Jahn Farrell, pending physical.

**ADOPTED**      AYES    4            Queenan, Egan, Flood, Sutz  
                     NOES    0

EXTRA ITEM – Acceptance of Resignation – ZBA Secretary:

Motion was offered by Trustee Egan, seconded by Trustee Sutz, to accept, with regrets, the resignation of Louise Kopchak as Zoning Board of Appeals Secretary effective immediately.

**ADOPTED**      AYES    4            Queenan, Egan, Flood, Sutz  
                     NOES    0

Mayor Queenan acknowledged Mrs. Kopchak for her work with the Zoning Board and her time serving the community in this position since 1966.

EXTRA ITEM – Re-Assignment of Duties – ZBA Secretary to Village Clerk's Office:

Since the position of the ZBA Secretary is through the Office of the Village Clerk, a motion was offered by Trustee Egan, seconded by Trustee Sutz, to assign the duties of Zoning Board of Appeals Secretary to Deputy Village Clerk Jessica McClennan.

**ADOPTED**      AYES    4            Queenan, Egan, Flood, Sutz  
                     NOES    0

**III. Old Business:**

a. Resolution – Appraisal of Woodbury Heights Estates Water Company:

Motion was offered by Trustee Egan, seconded by Trustee Sutz, to adopt the following resolution regarding the appraisal of certain property and improvements within the Village:

**WHEREAS**, the Board of Trustees for the Village of Woodbury, New York ("Village Board") requires from time to time the professional services of individuals or entities to assist the Village in carrying out its municipal functions; and

**WHEREAS**, there is a need for a Professional Engineering Report to ascertain the fair market value of certain property and improvements within the Village; and

**WHEREAS**, the details of that proposed analysis had been set forth in correspondence supplied to the Village:

**NOW, THEREFORE**, the Village Board of Trustees for the Village of Woodbury, duly convened in regular session above-noted, does hereby resolve as follows:

Section 1. All "WHEREAS" paragraphs are incorporated herein by reference as though set forth in full herein.

Section 2. The Village Board of Trustees hereby authorizes and resolves that Riddick Associates, P.C. perform the Appraisal services set forth in the June 25, 2014 correspondence (as printed on page \_\_\_\_ of this minute book) for a price not to exceed \$10,000.

Section 3. Special Counsel for the Village, Feerick Lynch MacCartney, Esqs., shall work with Riddick Associates, P.C. concerning this Appraisal and the Village Board shall receive through Special Counsel any result of that Appraisal Report and valuation.

Section 4. This Resolution shall take effect immediately.

**ADOPTED**      AYES    4            Queenan, Egan, Flood, Sutz  
                      NOES    0

**IV. New Business:**

a. Amendment to WP3 Developer's Agreement:

Motion was offered by Trustee Sutz, seconded by Trustee Egan, to authorize the Mayor to sign an amendment to the WP3 (Woodbury Junction) Developers Agreement.

**ADOPTED**      AYES    4            Queenan, Egan, Flood, Sutz  
                      NOES    0

b. Waive Public Assembly Permit Fee – Lion's Club:

Motion was offered by Trustee Flood, seconded by Trustee Sutz, to waive the Public Assembly Fee for the Lion's Club for their annual garage sale to be held in the parking lot of Saint Patrick's Church on September 20, 2014.

**ADOPTED**      AYES    4            Queenan, Egan, Flood, Sutz  
                      NOES    0

**V. Public Comment:**                    *There was no public comment received.*

**VI. Board Member/Department Comment:**

The Board collectively acknowledged the organizations that did a great job with the Fourth of July activities. Mayor Queenan asked that motorists drive slowly when approaching walkers on the streets.

**VII. Adjournment:**

With no further business to discuss or comments received, a motion was offered by Trustee Sutz, seconded by Trustee Egan, to adjourn the meeting at 7:15PM.

**ADOPTED**      AYES    4            Queenan, Egan, Flood, Sutz  
                      NOES    0

Desiree Potvin, Village Clerk

# RIDDICK ASSOCIATES, P.C.

CIVIL & ENVIRONMENTAL ENGINEERS

139 LAFAYETTE AVENUE  
SUFFERN, NEW YORK 10901  
TEL 914 357-7287  
FAX 914 357-7287  
NEW YORK, NY 10901  
DENNIS G. LINDSAY  
SEANT T. HOFFMAN

Via Email Only

June 25, 2014

Dennis E. A. Lynch, Esq., Village Attorney  
96 South Broadway  
South Nyack, NY 10600

Re: Village of Woodbury, Orange County, NY  
Appraisal of Woodbury Heights Estates Water Company

Dear Dennis,

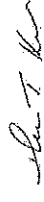
In accordance with your request, attached is a proposal for professional engineering services to conduct an appraisal of the existing Woodbury Heights Estates Water Company water system for eminent domain purposes. The attached description of tasks is based on our understanding of the water system components and our experience evaluating similar systems.

We will start our services immediately after receiving authorization from the Village Board and recommend and meeting with Mayor Queenan and yourself to confirm the scope of study.

If you have any questions, please do not hesitate to call.

Very truly yours,

RIDDICK ASSOCIATES, P.C.



Sean T. Hoffman, P.E.  
Consulting Engineer

Enclosure

cc: Mayor Queenan & Board of Trustees  
Desiree Patvin, Village Clerk

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Appraisal of Woodbury Heights Estates Water System  
Village of Woodbury, Orange County, NY

Riddick Associates, PC  
Suffern, NY

## Manpower Estimate - Civil Engineering Services

No. Description	Estimated Hours to Complete			CAD Operator
	Principal Engineer \$190	Engineer I \$145	Engineer II \$110	
1 Meeting with Mayor and/or Village Attorney to discuss appraisal method(s) and confirm scope of study	2	0	0	0
2 Review available information including as-built plans, prior bond estimates, etc.	2	4	0	0
3 Request information from OCDOH (i.e. annual inspection reports, CCR, etc.), compare to original design documents to verify compliance with current standards and requirements <sup>1</sup>	1	4	0	0
4 Request information or meeting with individuals responsible for current maintenance and operation of water system <sup>1</sup>	1	1	0	0
5 Field inspection of existing water system components including photo-documentation of same	2	4	0	0
6 Inventory and tabulation of information for supply wells, distribution system, storage tanks, fire hydrants, water services, instrumentation and controls	0	4	8	6
7 Preparation of engineering report including written description of water system, methodology, appraisal with pertinent tables and figures. Review of same with Village Board and Village Attorney	4	24	0	4
	12	41	8	10
	<b>Total (93% \$ 9,800)</b>	<b>\$2,280</b>	<b>\$5,945</b>	<b>\$880</b>
				<b>\$650</b>

<sup>1</sup> Assumes preparation of FOL request and review of available information at DOH offices in Goshen, NY