

Minutes of the Village Board Meeting held at Village Hall, 455 Route 32, Highland Mills, New York on March 13, 2007 at 7:30PM

Present: Stephanie Berean-Weeks, Mayor; Joann Stabile, Neil Crouse, Patrick Kinney and Michael Kling, Trustees

Also Present: Richard Golden, Attorney for the Village; Kelly Naughton, Attorney from Richard Golden's Office; Stuart Turner, Village Planner; John Burke, Town Supervisor; Michael Queenan, Councilman; Peter Stabile, Town Highway Superintendent; Robert Kwiatkowski, Police Chief; George Sewitt and Maria Hunter; Planning Board; Richard Cataggio and Donald Siebold, Zoning Board

I. Administrative Business:

a. Acceptance of Minutes:

Motion was offered by Trustee Stabile, seconded by Mayor Berean-Weeks, to accept the minutes of the regular meeting held February 13, 2007.

ADOPTED AYES 5 Berean-Weeks, Stabile, Crouse, Kinney, Kling
NOES 0

b. Approval of Abstract:

Motion was offered by Trustee Kling, seconded by Mayor Berean-Weeks, to approve Abstract 4, Vouchers #20060055 - #20060060, totaling \$11,093.52.

ADOPTED AYES 5 Berean-Weeks, Stabile, Crouse, Kinney, Kling
NOES 0

c. Approval of Budget Modifications:

Motion was offered by Trustee Kinney, seconded by Trustee Kling, to approve a modification to the FY2006/7 operating budget by decreasing A960 Appropriations (A1010.448 VB – Miscellaneous Expense) by \$2,222 and increasing A960 Appropriations (A9010.800 NYS Retirement) by \$2,222.

ADOPTED AYES 5 Berean-Weeks, Stabile, Crouse, Kinney, Kling
NOES 0

Motion was then offered by Trustee Crouse, seconded by Trustee Stabile, to approve a modification to the FY2006/7 operating budget by decreasing A960 Appropriations (A1330.400 TxColl – Contractual Expense) by \$15,000 and increasing A960 Appropriations (A1010.448 VB Miscellaneous Expense \$11,000; A1330.401 TxColl Telephone \$480; A1330.411 TxColl Office Supplies \$500; A1330.412 Tx Coll Postage \$2,000; A1330.443 TxColl Printing of Bills \$400; A1330.463 TxColl Computer Software \$420; TxColl Computer Maintenance \$200) by \$15,000.

ADOPTED AYES 5 Berean-Weeks, Stabile, Crouse, Kinney, Kling
NOES 0

d. Appointment of Planning/Zoning Board Members:

Motion was offered by Trustee Kling, seconded by Trustee Crouse, to make appoints, with expiration dates, to the Planning Board and Zoning Board of Appeals as follows:

Planning Board

Zoning Board of Appeals

June 1, 2008	Thomas Bompensiero	Donald Siebold
June 1, 2009	Maria Hunter	Anthony Mickolajczyk
June 1, 2010	George Sewitt	George Pedersen
June 1, 2011	Douglas Ottavio	Richard Cataggio
June 1, 2012	Sheila Conroy	Timothy Egan
ADOPTED	AYES 5	Berean-Weeks, Stabile, Crouse, Kinney, Kling
	NOES 0	

e. Agreement – Business Automation Systems (Tax Collection Software):

Motion was offered by Trustee Kling, seconded by Trustee Kinney, to authorize the Mayor to sign an agreement with Business Automation Systems (BAS) to purchase a Tax Collection module (includes software, support, maintenance, installation) for \$620.

ADOPTED AYES 5 Berean-Weeks, Stabile, Crouse, Kinney, Kling
NOES 0

EXTRA ITEM – Accounting Software:

Clerk Potvin stated that Mayor Berean-Weeks and she have met with two different accounting software manufacturers to determine cost and compare products. Clerk Potvin added she also met with three different Village Treasurers to determine what products they use and whether it suits their needs. After deliberation, the Mayor and she recommended the purchase of a software package from Edmunds & Associates, Inc., (currently being used in the Town of Monroe, Goshen and Blooming Grove). The cost for the entire package plus modules (payroll, escrows) is normally \$32,330 but the offer to the Village is for \$9000. Fifty-six hours of training and first year maintenance/support is included. After the first year, and until 2010, the annual maintenance will be locked in at \$4,000. After that, annual maintenance is approximately 20% of the list price of the packages and modules. Trustee Kling asked if NYCOM had been contacted to determine if they recommend a program. Clerk Potvin stated she had not contact them because it has been her experience that State agencies do not recommend vendors. It was determined that Clerk Potvin would contact NYCOM and the discussion would continue at the next scheduled meeting.

f. Approval of Training Attendance – NYCOM New Officials’ Workshop:

Motion was offered by Trustee Crouse, seconded by Trustee Kling, to authorize Mayor Berean-Weeks and Trustee Kinney to attend either the NYCOM New Officials Workshop offered on April 19 in Westbury or the one scheduled for April 26 in Syracuse. The authorization includes registration, one nights lodging and an allocation of \$25 per day for food. Mileage and tolls will be reimbursed as approved at the organization meeting.

ADOPTED AYES 5 Berean-Weeks, Stabile, Crouse, Kinney, Kling
NOES 0

g. Schedule Special Meeting:

Motion was offered by Mayor Berean-Weeks, seconded by Trustee Stabile, to schedule a special meeting for March 22, 2007 at 7:30PM to, among other items, receive the FY2007/8 Tentative Budget from the Village Clerk.

ADOPTED AYES 5 Berean-Weeks, Stabile, Crouse, Kinney, Kling
NOES 0

h. Schedule Public Hearing – FY2007/8 Budget:

Motion was offered by Trustee Stabile, seconded by Mayor Berean-Weeks, to schedule a public hearing to be held on April 10, 2007 at 7:30PM to entertain public comment on the FY2007/8 preliminary budget. Copies of said budget will be made available to the public not less than five days prior to the hearing date.

ADOPTED AYES 5 Berean-Weeks, Stabile, Crouse, Kinney, Kling
NOES 0

II. Old Business:

a. Authorize Mayor to Sign – Collateralization Agreement:

Motion was offered by Trustee Kinney, seconded by Trustee Crouse, to authorize the Mayor to sign the “Third Party Custodian Agreement” and the “Collateral Security Agreement” with Bank of America designating Mayor Berean-Weeks and Clerk Potvin as authorized officers. Attorney Golden has reviewed both agreements and advised that they could be executed.

ADOPTED AYES 5 Berean-Weeks, Stabile, Crouse, Kinney, Kling
NOES 0

b. Update – Saratoga Associates:

Attorney Golden stated the negotiations with Saratoga Associates resulted in them finishing the documents, subject to there being only minor changes, for \$15,000. This would include attendance at four meetings. They will not release ownership of the document. Trustee Kinney asked if the Village decides to not contract with Saratoga Associates, can changes be made to the document that is currently in our possession. Attorney Golden stated the document should be reviewed by the Board and he does not believe that there are any limitations on the Board to modify it. If they decide to not contract with Saratoga, they will need to contract with a different Planner. Planner Turner stated he would supply a quote to the Board for him to serve in place of Saratoga Associates to review and help the Board finish the Comprehensive Plan. The Board agreed to not contract with Saratoga Associates.

III. New Business:

a. Discussion – Inter-Municipal Agreement:

Trustee Crouse stated Mayor Berean-Weeks and himself have had several meetings with Supervisor Burke and Councilman Queenan to discuss and create an Inter-Municipal Agreement between the Town and the Village. He then reviewed the document department by department. After the review, Attorney Golden stated that the only information missing is specific amounts that the Village will give to the Town for the services from the Highway and Water/Sewer Departments. Trustee Kinney suggested the Board take time to review the document, determine the amounts to be filled in, and discuss further at a future meeting. This will also give the public a chance to review and submit comments.

b. Discussion – Special Comprehensive Plan/Zoning Committee

Trustee Crouse stated he feels that a special, seven-person, committee should be established to review the existing Comprehensive Plan and the current zoning law. The committee could solicit comments from the public and make suggestions to the Board. Mayor Berean-Weeks stated a committee like this was already established by the Town Board prior to the Comprehensive Plan being created. Trustee Crouse stated that since the plan was drafted, the Southeast Orange County Transportation Task Force has published their land use study for our area. It could be incorporated into the plan. Attorney Golden stated the Board can choose to create a committee, do it themselves, or task the Planning Board with the responsibility. If a new committee is created, it should include two members from the Planning Board and should be created soon so it will work in conjunction with the plan being finalized. Trustee Kinney stated he is not sure that he agrees that a committee needs to be created and feels that comments should be solicited from the public. It was agreed that the discussion will continue at the April 10 meeting to give the Board time to research the issue.

c. Authorize Mayor to Sign – WP3 Developer’s Agreement:

Motion was offered by Trustee Kling, seconded by Trustee Kinney, to authorize the Mayor to sign the Developers Agreement with Woodbury Suburban LLC for the development known as Woodbury Junction. It was noted that the Town Board authorized its Supervisor to sign the same document at their March 1, 2007 meeting.

ADOPTED AYES 5 Berean-Weeks, Stabile, Crouse, Kinney, Kling
 NOES 0

d. Authorize Mayor to Sign – WP3 Omnibus Deed Restriction/Easement Agreement:

Motion was offered by Trustee Kinney, seconded by Trustee Kling, to authorize the Mayor to sign the Woodbury Junction Omnibus Deed Restriction/Easement Agreement, subject to final approval by Attorney Golden. This document will ensure the enforceability of the easements in favor of the Town/Village and the restrictions on the Woodbury Junction development contained in the Planning Board approval. It will also ensure that the easement rights and the restrictions on the property can be enforced against subsequent purchasers of the property.

ADOPTED AYES 5 Berean-Weeks, Stabile, Crouse, Kinney, Kling
 NOES 0

IV. Board Member Comments:

Trustee Crouse reminded the public that there is a joint meeting of the Village, Town, Planning and Zoning Board scheduled for tomorrow evening to review the land use study compiled by the Southeast Orange County Transportation Task Force.

V. Public Comments:

Leonard Calone asked which government would receive the income received for traffic tickets issued. Attorney Golden stated all aspects of the Justice Court will remain with the Town.

Jonathan Swiller stated he feels that it is a good idea that the entire Board votes on

appoints, even though the law gives the responsibility solely to the Mayor. He then stated that although the Village has the option to receive sales tax revenue from the County, it also has the ability to decline it so it can go directly to the Town and would not need to be included in the Inter-Municipal Agreement.

VI Adjournment:

With no further business to discuss or comments received, motion was offered by Trustee Crouse, seconded by Mayor Berean-Weeks, to adjourn the meeting at 9PM.

ADOPTED AYES 5 Berean-Weeks, Stabile, Crouse, Kinney, Kling
 NOES 0

Desiree Potvin, Village Clerk