

**Village of Cold Spring
Village Board of Trustees
85 Main Street, Cold Spring, New York 10516**

**Trustees Monthly Meeting
9-10-19**

The Village of Cold Spring Board of Trustees held its monthly meeting at the Cold Spring Village Hall, 85 Main Street on Tuesday September 10, 2019 at 6:30 pm. Present were: Mayor David Merandy and Trustees Marie Early, Lynn Miller, Frances Murphy and Steve Voloto. Village Accountant Michelle Ascolillo was also present

EXECUTIVE SESSION

The meeting was called to order at 6:32pm and Mayor Merandy made a motion to enter into executive session. Trustee Early seconded and the motion passed unanimously.

Mayor Merandy made a motion to exit executive session. Trustee Early seconded and the motion passed unanimously at 7:28pm.

FINANCIAL REPORT

Village Accountant Michelle Ascolillo gave a financial report, noting that:

TAX COLLECTION

As of August 31, the Village has collected \$1,677,079 for Village Taxes, Fireman's Service Award, and past due Water & Sewer charges. This is about 97% of the total levy. The Village has also collected \$4,429 in penalties. Taxpayers have until January 31st, 2020 to pay before the Village submits a delinquent list to Putnam County.

FINANCIAL REPORTS

The Village Accountant provided a list of Revenues & Expenses as compared to budget for the General, Water, & Sewer funds. August 31 marks the end of the first quarter. Spending still remains to be on track.

Salary accounts are mostly about 25% of budget expended, keeping in mind there are slight seasonal variances, including parking enforcement, sidewalk maintenance, and garbage since it includes extra pick-ups.

Most expenditure lines that exceed 25% of the budget are due to large annual payments. Such items include the financial software annual contract, disability insurance annual premium, workers' compensation premium, external auditor contract, municipal association dues, etc.

Some expenditure items at the 50% spent mark are for semiannual contracts, such as liability insurance and fire protection agreements.

Miscellaneous revenue for Water is higher than usual due to multiple payments for Water meter start up fees and line repair fees.

POLICE DEPARTMENT REPORT

In a written report, Officer in Charge Larry Burke reported for the month of August 2019 that:

- There were 80 calls for service
- There were 191 tickets issued
- There were 3 arrests

MONTLY REPORTS

Recreation Commission – none

Planning Board – none

Zoning Board of Appeals

In a written report for August 2019 the ZBA noted that it had no business before it.

Town of Philipstown - none

Historic District Review Board

In a written report for the month of August it was noted that:

- Applications were reviewed for:
 - 13 Stone St
 - 33 Market St
 - 124 Main St
 - 20 The Boulevard
 - 15 Main St
 - 21-23 High St
 - 207 Main St
 - 6 Paulding Ave
 - 138-140 Main St
 - 61 Chestnut St
- HDRB approved applications made by:
 - 72 Main St
 - NYP/Hudson Valley Hospital at Butterfield Bldg #2
- Applications to be addressed in September include:
 - 124 Main St
 - 5 Railroad Ave
 - Butterfield Building 4/5/6
- HDRB has received plans for the renovation of Town Hall, but has not received an application as the Town has declared itself exempt from HDRB review.

Cold Spring Fire Company - None

Parking Committee –none

Tree Advisory Board (TAB) - None

Code Update Committee

In a written report for the month of August the CUC noted that:

- Some of the members of CUC met twice in August; a quorum was not obtained for either meeting. The month of August was spent in continued review of Chapter 134 (Zoning) for consistency and clarity.
- In September, the CUC will conduct the 5th and last public meeting to review the full set of recommended changes to the Village Code. During the month of September, the CUC will develop a schedule for the remaining activities for 2019. At the meeting, it was noted that the 5th public meeting will now be held on October 2, 2019 at 7pm at the firehouse. Comments and questions may be submitted until 30-days thereafter.
- The August conference call with NYSERDA was conducted. No issues were raised by NYSERDA.
- As of 9/18/19 all draft chapters of the Village code will be available on the Village website.

WATER DEPARTMENT

Water & Wastewater Superintendent Matt Kroog noted that for the month of August 2019:

- Reservoir status is at 79.75% capacity
- Flow to System is 9.61 MG/310 k/day
- 2018 Flow to System was 8.96 MG/289k/day. Percent change is 7.2% increase
- Bacteria Lab Test sampling is acceptable for drinking
- Lack of substantial rainfall in the past month has dropped the reservoirs an additional 5.75%
- Discolored water complaint was received from 1 Adams Ave on 8/28/19 and 9/5/19. The water collected by the resident was visibly discolored. It was analyzed and found to be well within the parameters of drinking water. A neighboring residence (7 Adams) was sampled on 9/5/19 (as the residents of 1 Adams were not home.) That sample was analyzed and found to be well within the parameters of drinking water. No additional complaints about discolored water have been received.
- The Village of Cold Spring Water District has been potentially selected by NYSDOH to conduct source water sampling for blue green algae effects on the source water. Further details to be supplied next week if the Village is selected.
- It is recommended that the Village bring on licensed water and wastewater operator Ryan Carozza as the back-up operations provider, until the current operator-in-training becomes licensed
- No progress has been made in discussions about the Catskill DEP project since the last meeting

WASTEWATER DEPARTMENT

Water & Wastewater Superintendent Matt Kroog noted that for the month of August 2019:

- Plant inflow was 5.3 million gallons
- Average daily flow was 178K gallons
- Biochemical Oxygen Demand: 97.95% removal
- Total Suspended Solids: 98.29% removal
- Finalizing the in-house data of sludge management and process control. Information to be sent to Pitingaro & Doetsch to evaluate pricing and determination about which sludge press will be most applicable for sludge de-watering

RECOMMENDATION FOR WATER DEPARTMENT BACKUP OPERATIONS

Matt Kroog has recommended the Village hire Ryan Carozza at \$200/month to serve as interim backup operations provider.

Mayor Merandy made a motion to hire Ryan Carozza. Trustee Early seconded and the motion passed unanimously.

BUILDING DEPARTMENT

In a written report the department noted that for the month of August 2019:

- 11 new building permit applications were received
- 6 building permits were issued
- 0 operating permits were issued
- 1 dumpster permits were issued
- 5 Certificates of Occupancy were issued
- 4 record searches were completed
- 4 complaints were received
- 6 referrals to the HDRB were made
- 0 referrals to the ZBA was made
- 0 referrals to the CSPB were made
- \$750 in application and permit fees were collected
- \$300 in record search fees were collected
- \$30 in other fees were collected

HIGHWAY DEPARTMENT

In a written report Crew Chief Robert Downey noted that during the month of August 2019:

- 49.08 tons of garbage were picked up
- 17.83 tons of recyclables were picked ups
- 50' curb was poured on Oak St
- Five sections of curb and a vacant telephone pole hole were repaired on Main St
- Four "X's" were painted on Kemble Ave
- 6' section of sidewalk at 190 Main St repaired
- Trip hazards were ground down on Mountain Ave, Cedar St, Locust Ridge and Orchard St

- Overhanging trees are being trimmed
- Pavers were installed in front of Cathryn's Tuscan Grill, The Highland Current and C&E Paint
- Doors on '97 F-350 were re-aligned
- Zero-turn was serviced (pull cord mechanism on axle of plate tamper)
- Governor on small Honda generator rebuild

JUSTICE COURT

In a written report Village Justice Costello noted that for the month of August 2019:

- \$2,800 in fines, forfeited bails and civil penalties were collected
- \$5,055 in parking fines were collected
- \$210 in civil fees were collected
- \$1,756 mandatory state surcharges were collected
- There were 3 Penal Law charge
- There were 49 Vehicle & Traffic Law charges
- There were no Civil charges

REPORT OF MAYOR AND TRUSTEES

Trustee Murphy noted that the school tax forms sent out were incorrect and won't be accepted at M&T Bank. New forms will be reissued and the due date has been extended.

Mayor Merandy noted that there will be a special board workshop meeting on 9-17-19 at the Cold Spring Fire Company beginning at 7:30pm to discuss short-term rentals in the village.

Mayor Merandy noted that pricing for repairs to the fire company concrete floor have come in at slightly over \$20K. The matter will be taken up by the board at the 9-24-19 meeting.

Trustee Murphy noted that the Senior Picnic details are in progress.

Officer-in-Charge Larry Burke requested permission to place an advertisement for a back-up school crossing guard. Mayor Merandy made a motion authorizing placement of the ad. Trustee Murphy seconded and the motion passed unanimously.

DISCUSSION ON PAVING WINTER PARKING AREA OF THE BOULEVARD

The Board discussed paving of areas of The Boulevard for use during the period that the Town Hall functions operate out of Kemble Avenue. Area would include the grass area along the fence and would be paid for by the Town. The parking spaces will be "lined."

PROPOSAL TO "HARDWIRE" TWO POLICE DEPARTMENT VEHICLES

Officer-in-Charge Larry Burke requested funding to provide hard-wired internet connectivity for two of the Village police cars. He noted that:

- This is a security provision that will prevent hacking

- Current system is subject to frequent breakdowns
- Current system takes a long time to boot up
- Car camera downloads to sheriff department would be speeded up
- Managed Technologies has quoted \$5,000 to install, configure and test the equipment
- Additional monthly fees of between \$60-80 would be incurred
- Grant funding may be available to offset the cost
- The Board took no action on this matter.

PROPOSED EVENT BY MAGAZZINO ITALIAN ART (MIA)

Magazzino Director Vittorio Calabrese discussed the performance parade they wish to sponsor on 11-19-19 on Main St. The event would occur between 12:30pm-2:30pm and would be rain or shine. He noted that:

- 100 participants are anticipated, but final numbers are TBD, pending Board approval
- The performers will walk down Main St. As the parade passes, side streets may be reopened
- Site specific stops will occur lasting no longer than a few minutes and will be scattered throughout the parade. Location and time of these stops to be coordinated with the Village
- Participant parking will not be on Main St

During the Board discussion it was noted that:

- There is concern about resident access during the period that side streets are closed. MIA responded that they are very flexible to address this concern.
- Officer-in-Charge Larry Burke stated he “was not concerned” about creating access where required and “can make it work.”

Mayor Merandy made a motion to grant permission for the proposed event. Trustee Miller seconded and the motion passed unanimously.

GARDEN STREET PAVING

The Board received a recommendation from Pitingaro & Doetsch (P&D) for award of the contract to repave Garden Street. The letter noted that:

- Van Etten Contracting LLC submitted the only bid in the amount of \$152,453.05 for the base bid and \$10,267.20 for the firehouse milling and paving.
- The bid exceeds the Village’s anticipated budget for the project
- Van Etten Contracting has proposed ways to reduce the cost by:
 - Changing schedule and curb installation
- The changes would reduce the base bid amount by \$16,519 to \$135,934.05
- A number of “if and where directed” items, included in the bid solicitation will likely not be required due to the limited scope of the project and could represent a further cost saving of \$14,875 (in addition to savings proposed by Van Etten.)

- P&D recommend the Village award the contract to Van Etten Contracting in the amount of \$135,934.05

Mayor Merandy made a motion to award the Garden Street repaving contract to Van Etten Contracting for \$135,934.05. Trustee Voloto seconded and the motion passed unanimously.

CORRESPONDENCE

The Village received a an email from Kadeema Kasim requesting parking on Main St between Fair and Garden on 10-2-19 to accommodate a driving event.

Mayor Merandy made a motion to authorize parking for the event. Trustee Murphy seconded and the motion passed unanimously.

APPROVAL OF BILLS

Trustee Miller made a motion to approve Batch #5281 in the amount of \$71,111.14. Mayor Merandy seconded and the motion passed unanimously.

APPROVAL OF MINUTES

Mayor Merandy made a motion to adopt the 8-27-19 minutes. Trustee Early seconded and the motion passed unanimously

PUBLIC COMMENT

None

ADJOURNMENT

Mayor Merandy made a motion to adjourn. Trustee Murphy seconded and the motion was passed unanimously at 8:56pm

Submitted by: M. Mell

Mayor David Merandy

Date