

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

**Trustees Monthly Meeting
2-11-2020**

The Village of Cold Spring Board of Trustees held its monthly meeting at the Cold Spring Village Hall, 85 Main Street on Tuesday February 11, 2020 at 7:30 pm. Present were: Mayor David Merandy and Trustees Marie Early, Lynn Miller and Frances Murphy and Steve Voloto. Also present was Village Accountant Michelle Ascolillo.

FINANCIAL REPORT

M. Ascolillo presented a financial report. She noted that:

- \$22,763.58 in unpaid taxes and \$2,501.06 in penalties have been identified to be submitted to Putnam County for reimbursement
- 2019 year end taxes were filed with New York State and the IRS
- W2 and 1099 forms were processed and mailed by Jan. 31, 2020
- JCAP grant was approved and \$7,440 has been received
- CHIPS/EWR reimbursement for the first phase of the Garden Street engineering was received (\$9,315)
- FEMA has approved final payments for Hurricane Sandy damages (\$26,355)
- General Fund Revenue received is about 78% of budgeted amount
- General Fund Expenses are about 52% of budgeted amount spent
 - At 2/3 through the year, spending is about the same as this time last year
- Water & Sewer Revenues are about 75% received
- Water Fund & Sewer Fund have large expenses (BAN payments and general fund transfers) that will occur in May. Because of this the percentages of expenses, compared to the budget as of Jan. 31, may seem low.
- A budget resolution for minor reallocations is required

Ascolillo described the tentative budget timeline

- April 28 Adoption
- April 14 Public Hearing
- April 7 Last workshop for changes
- March 24 Meeting to continue budget discussions
- March 20 Tentative budget prepared
- March 10 Preliminary budget presented
- March 3 Preliminary budget available for Board review
- Feb. 21 Departmental budget sheets due
- Feb. 12 Worksheets distributed to departments

Ascolillo presented budget questions for Board review:

- Property tax levy – how much to raise, if at all
 - Eligible for \$1,723,750
 - \$41,418 increase over FY19-20
 - 1.0067% increase in tax levy growth
 - Allowable levy growth factor: lesser of 2% or inflation factor based upon changes in CPS
 - 1.0178% increase for tax base growth
 - Tax base growth factor based upon tax and finance determination of “quantity change” such as new construction, newly taxable status of existing property or measurable improvements to taxable property within the boundaries of the local government or school district
 - FY19-20 was \$1,682,332
 - Percentage increases are about the same
 - Changes in salaries (i.e. raises, additional staff, stipends)
 - Changes in benefits (current handbook outlines health insurance rates through FY19-20)
 - Changes/Additions to professional services contracts
 - Changes/Additions to vehicle fleet
 - Any large purchases
 - Any repairs to any municipal building
 - Paving/sidewalks/storm drains/other CHIPS eligible expenses
 - Thoughts/comments on any regular yearly expenses
 - Wish lists

RESOLUTION 03-2020 AUTHORIZING BUDGET ADJUSTMENTS

Resolution #: 03-2020 Moved by: Mayor Merandy and Seconded by: Trustee Miller.

Resolved that (1) The Board of Trustees of The Village of Cold Spring hereby approves the following Budget

Adjustment(s) for the **2019/2020** fiscal year:

(1)			
To:	A00-1640-417	Shared Services: Village Hall Repair	\$8,000
	A00-1410-400	Engineering: Contractual	\$8,000
From:	A00-1640-418	Shared Services: Municipal Buildings	(\$16,000)

		<i>To reallocate funds for the estimated cost of the Police Department floor & Paint, as well as estimated Engineering costs</i>	
To:	A00-9015-800	Police Retirement	\$2,500
From:	A00-9010-800	State Retirement	(\$2,500)
		<i>To reallocate funds among Pension Accounts</i>	
To:	A00-7140-460	Recreation: Christmas Decorations	\$238
	A00-7140-405	Dockside: Contractual	\$72
From:	A00-7110-400	Recreation: Repairs & Improvements	(\$310)
		<i>To reallocate funds among Recreation for new Christmas lights & minor Dockside repairs</i>	
To:	A00-1420-420	Attorney: Prosecuting Contractual	\$4,000
From:	A00-1420-400	Attorney: Contractual	(\$4,000)
		<i>To reallocate funds within Attorney accounts to distinguish expenses between General Attorney Advice and Attorney expenses for Court</i>	

And (2) The accountant is hereby authorized to transfer such funds immediately.

On roll call vote:

Trustee Marie Early voted: Aye
Trustee Fran Murphy voted: Aye
Trustee Lynn Miller voted: Aye
Trustee Steve Voloto voted: Aye
Mayor Dave Merandy voted: Aye

Resolution officially adopted on 2-11-2020 by a vote of 5-0.

POLICE DEPARTMENT REPORT

In a written report for the month of January 2020 it was noted that:

- There were 51 calls for service
- There were 106 tickets issued
- There was one arrest

MONTLY REPORTS

Recreation Commission

Chair Ruthanne Cullinan Barr noted that during the month of January 2020:

- Tweeps Phillips Woods was welcomed to the Commission and given an orientation to the Commission, it's roles and responsibilities
- Regarding the recent site walk-through it was noted that:
 - Benches at the waterfront have been fixed and painted
 - Work continues to fix and paint benches at McConville park and Tots' Park
 - Planning for repair and painting of bandstand continues
- The 2020-2021 calendar was reviewed for any conflicts
- J.P. McHale presented a proposal of \$1,925 for turf maintenance, weed and insect control for Tot's Park and McConville Park. Mayoral approval is required
- Upcoming events include:
 - Hops on Hudson craft/artisan fair on May 30 & 31 (pending addendum)
 - Hops on Hudson craft beer on June 27, from noon – 6p and on Sept. 12, from noon to 6pm
 - Putnam County Winefest on August 8 and 9

Planning Board

In a written report Planning Board Chair Matt Francisco reported for the month of January 2020 that:

- The Planning Board submitted an advisory opinion to the ZBA regarding the property at 21 Parsonage
- Site plan approval was granted for 114 Main Street
- Owners of 20 The Boulevard have submitted an application for a change of use and site plan review

Zoning Board of Appeals

In a written report for January 2020 the ZBA noted that:

- The public hearing for 21 Parsonage Street will continue on Feb. 20, 2020

Historic District Review Board

In a written report for January 2020, the HDRB noted that:

- Carolyn Bachan has resigned

- HDRB will meet with a candidate to replace Bachan
- HDRB will interview graphic artists to complete the design standards document

Cold Spring Fire Company

In a written report from the Fire Company for January 2020 it was noted that:

- There were three alarms
- Monthly training for personal protective equipment use and maintenance was conducted
- Self-contained breathing apparatus (SCBA) use and inspection was conducted

Town of Philipstown

Bob Flaherty noted that:

- The Town Hall is in the third month of its renovation
- Cell tower on Rte 9 is under construction
- A part-time building inspector has been hired
- The Town planning board has two vacancies

Chamber of Commerce

COC chair Eliza Starbuck noted that:

- COC welcomed two new members
- A new tourism map is in process
- The next monthly breakfast meeting will be held on March 10, 2020 at the Garrison Café
- COC will present a progress report on the trolley to the Board

Tree Advisory Board (TAB) - None

WATER DEPARTMENT

Water & Wastewater Superintendent Matt Kroog noted that for the month of January 2020:

- Reservoir status is at 100% capacity
- Flow to System is 8.06 MG/260 k/day (a 0% increase from 2018)
- 2018 Flow to System was 8.06 MG/260 k/day
- Monthly rainfall: 0.7"
- Bacteria Lab Test
 - 1 of 3 results of required monthly sampling showed presence for Total Coliform, Absent for E. Coli. Sampling was repeated and the results were acceptable
- A district-wide discoloration event occurred on 1-10-2020 caused by an iron deposit coming loose from the cast iron mains. Problem will be rectified with a system flush planned for March/April.
- The Department follow-up on previous complaints found no problems

- There has been no update to the Catskill DEP Project

WASTEWATER DEPARTMENT

Water & Wastewater Superintendent Matt Kroog noted that for the month of January 2020:

- Plant inflow was 6.58 million gallons
- Average daily flow was 212K gallons
- Biochemical Oxygen Demand: 97.87% removal
- Total Suspended Solids: 96.08% removal
- Sludge Hauled Offsite: 27,500 gallons
- Garage doors were installed on 1-15-2020
- Quotes have been received for the Kemble Ave pump station PS Alarm (\$4,106.64) and relocation of the existing manhole monitor system to lower Main Estuary for callouts of high level (\$3,750). These costs are within the department budget

BUILDING DEPARTMENT

In a written report the department noted that for the month of January 2020:

- 14 new building permit applications were received
- 6 building permits were issued
- 0 operating permits were issued
- 1 dumpster permit was issued
- 3 Certificates of Occupancy were issued
- 0 record searches were completed
- 1 complaint was received
- 4 referrals to the HDRB were made
- 2 referrals to the ZBA were made
- 2 referrals to the CSPB were made
- \$1,058 in application and permit fees were collected
- \$0 in record search fees were collected
- \$30 in other fees were collected

HIGHWAY DEPARTMENT

Crew Chief Robert Downey noted that during the month of January 2020:

- 43.4 tons of garbage were picked up
- 16.5 tons of recyclables were picked up
- Pot hole repair and street cleaning continued
- Main St. benches stored for the winter
- Riverfront benches removed for repair and repainting
- There was one snow event

- '03 garbage truck heater electrical short repaired and new batteries installed
- New headlight installed in car #62 for Police Department
- New water pump installed in car #63 for police department

JUSTICE COURT

In a written report Village Justice Costello noted that for the month of January 2020:

- \$5,912 in fines, forfeited bails and civil penalties were collected
- \$1,570 in parking fines were collected
- \$192.50 in civil fees were collected
- \$2,989 mandatory state surcharges were collected
- There was one Penal Law charge
- There were 56 Vehicle & Traffic Law charges
- There were no Civil charges

REPORT OF MAYOR AND TRUSTEES

Trustee Murphy noted that costs for recycling have increased to \$102.40/ton and are expected to continue to increase. Costs for double stream recycling will be investigated.

Mayor Merandy stated that he will discuss with the Sloop Clearwater the possibility of them being at the dock for tours and ticketed sail in conjunction with our Community Day celebrations.

Mayor Merandy has met with Altice about renewal of a 10-year agreement and the possibility for the Village to receive technology grants.

Mayor Merandy noted that the Board continues its review of the Code Update Committee recommendations.

OLD BUSINESS

A request for a 5K road race on 3-21-20 has been withdrawn.

A request to purchase Village-owned property at 207 Main St. was tabled.

CORRESPONDENCE

The Village received an email from Nancy Apollonio requesting permission for her Girl Scout troop to sell cookies at the bottom of Main Street on March 7, 8, 15, 21 & 22. During the discussion it was noted that:

- Setting up in front of the Village Hall may be a good location
- A vendor permit will be required

The Village received a letter from Michelle Almeida, Esq., representing the Cold Spring Coffee Shop, as a 30-day notice of a Beer, Wine, Cider, Liquor application.

DISCUSSION ABOUT INDEPENDENCE DAY

During the discussion it was noted that:

- No fireworks are available (for any of the dates requested: July 3, July 4, July 5)
- In lieu of a celebration on 7-4-2020, a Community Day celebration will be held on Labor Day
- Fireworks will be sponsored by the Groomsbridges

PUTNAM PRIDE PARADE

Eileen McDermott appeared before the Board seeking approval for the Putnam Pride Parade. During the discussion it was noted that:

- The Board required more specific information about the proposed parade (identified in the application) but McDermott contends that information can't be identified until the Board approves the application
- The Board was concerned that the Parade website indicated a date when the Board has not approved the parade application
- It was suggested that the bandstand might be a better location for the rally than Dockside Park
- The logistics of the proposed event were discussed and OIC Burke will need to have input
- An application is required for the parade and a separate application is required for the rally afterward
- The Village may waive certain fees

APPROVAL OF BILLS

Trustee Miller made a motion to approve Batch #5464 in the amount of \$26,349.78. Mayor Merandy seconded and the motion passed unanimously.

MINUTES

Mayor Merandy made a motion to adopt the minutes of 12-11-19. Trustee Early seconded and the motion passed unanimously.

Mayor Merandy made a motion to adopt the minutes of 1-14-20. Trustee Murphy seconded and the motion passed unanimously.

Mayor Merandy made a motion to adopt the minutes of 1-15-20. Trustee Miller seconded and the motion passed unanimously.

Mayor Merandy made a motion to adopt the minutes of 1-21-20. Trustee Murphy seconded and the motion passed unanimously.

Mayor Merandy made a motion to adopt the minutes of 1-29-20. 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 9:17 pm

Submitted by: M. Mell

Mayor David Merandy

Date