

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

**Workshop Meeting
8/1/17**

The Village of Cold Spring Board of Trustees held a workshop meeting at the Cold Spring Village Hall, 85 Main Street on Tuesday, August 1, 2017 at 7:30pm. Present were Mayor David Merandy and Trustees: Lynn Miller, Marie Early, Frances Murphy, and Steve Voloto.

New Business:

The Board set the date of the Senior Picnic for September 16.

Trustee Murphy made a motion to approve the Liability Insurance renewal in the amount of \$80,546.56 for the period of 8/1/2017-8/1/2018. Mayor Merandy seconded and the motion passed unanimously.

Correspondence:

Mayor Merandy made a motion to waive a \$51.81 late fee penalty on Antoinette Sweet's taxes. Trustee Early seconded and the motion passed unanimously.

Trustee Murphy made a motion to approve the estimate for Firehouse boiler repairs. Trustee Early seconded and the motion passed unanimously. The Board held their decision on the hot water proposal until the Procurement Policy could be updated and to see if there is sufficient money in the budget.

Mayor Merandy made a motion to waive Faith Supple's \$50 Building Permit Fee for a plaque to be installed near the Bandstand in commemoration of her grandfather, who built the Bandstand for the Cold Spring Musical Society in 1928. Trustee Miller seconded and the motion passed unanimously.

Consider Resolution #25-2017 authorizing updates to the Procurement Policy:

Mayor Merandy made a motion to authorize the updating of the Procurement Policy. Trustee Early seconded. The motion passed via roll call vote:

Name	Aye	No	Abstain	Absent
<i>Mayor</i> David Merandy	√			
<i>Trustee</i> Frances Murphy	√			
<i>Trustee</i> Lynn Miller	√			
<i>Trustee</i> Steve Voloto	√			
<i>Trustee</i> Marie Early	√			
TOTAL	5			

WHEREAS, §104-b of the General Municipal Law (GML) requires every village to adopt internal policies and procedures governing all procurement of goods and services not subject to the bidding requirement of GML §103 or any other law; and

WHEREAS, comments have been solicited from those officers of the village involved with procurement; NOW, THEREFORE, be it **RESOLVED**: That the Village of Cold Spring does hereby adopt the following updates to the procurement policies and procedures:

WHEREAS, every prospective purchase of goods or services shall be evaluated to determine the applicability of GML §103. Every village officer, board, department head or other personnel with the requisite purchasing authority (hereafter Purchaser) shall estimate the cumulative cost of the items of supply or equipment needed. That estimate shall include the canvass of other village departments and past history to determine the likely value of the commodity to be acquired. The information gathered and conclusions reached shall be documented and kept with the file or other documentation supporting the purchase activity.

WHEREAS, all Purchase Contracts which will exceed \$20,000 in the fiscal year or Public Works Contracts which will exceed \$35,000 shall be formally bid pursuant to GML §103 and;

WHEREAS, all Purchase Contracts of:

- Less than \$20,000 but greater the \$5,000 require at least three written/fax quotations or written request for proposals (RFP) or written request for bids.
- Less than \$5,000 but greater than \$3,000 requires three verbal and/or on-line quotations.
- Less than \$3,000 are left to the discretion of the Purchaser and;

WHEREAS, all Public Works Contracts of:

- Less than \$35,000 but greater the \$20,000 require public notice of Request for Quotes advertised and publication on the Hudson Valley Municipal Purchasing website, and three written/fax quotations.
- Less than \$20,000 but greater than \$10,000 require three written/fax quotations or written request for proposals or written request for bids.
- Less than \$10,000 but greater than \$7,000 require three written/fax quotations
- Less than \$7,000 but greater than \$3,000 require three verbal quotations
- Less than \$3,000 are left to the discretion of the Purchaser

WHEREAS, these thresholds have been established to protect the financial interest and integrity of the village and reflect the realities of the current business and economic climate.

NOW, THEREFORE, BE IT RESOLVED that the Village Board of the Village of Cold Spring hereby approves the proposed updates.

Approval of Bills:

Trustee Miller made a motion to approve Batch #4196 in the amount of \$92,168.83. Trustee Murphy seconded and the motion passed unanimously.

Approval of Minutes:

Mayor Merandy made a motion to approve the minutes for the 7/27/2017 CSVV meeting. Trustee Miller seconded and the motion passed unanimously.

Mayor Merandy made a motion to approve the minutes for the 7/11/2017 CSVV meeting. Trustee Early seconded and the motion passed unanimously.

Additional Discussion:

Mayor Merandy stated that he and Trustee Voloto would not be able to attend the next scheduled meeting.

Mayor Merandy stated that he met with Robert Flaherty, the Nelsonville mayor, and a DEC representative to discuss the implementation of better safety measures to protect source waters. The issue of herbicides on the Fishkill Road was a primary topic of discussion at the meeting. Mayor Merandy stated that he is confident that better safety policies will be implemented.

Mayor Merandy stated that he and Trustee Voloto met with members of the Fire Company to discuss payments. Mayor Merandy stated that the Fire Company believed that Cold Spring tax payers are paying for the total LOSAP and that the money collected from Nelsonville are being allocated elsewhere. Mayor Merandy explained that taxes collected from Cold Spring only pay for a portion of the total of the Fire Company LOSAP and that the money from Nelsonville and Philipstown contribute as well. Budget documentation was presented to prove this fact. Fire Company president Matthew Steltz contacted Nelsonville Trustee Tom Robertson to get him to sign a document that would authorize the release of the money to the Fire Company, but Trustee Robertson was unwilling to do so. President Steltz plans on contacting Nelsonville Mayor Bill O'Neill to see if he will sign the document. Mayor Merandy stated that he is available to meet with members of the Fire Company to discuss any and all further issues.

Public Comment:

No public comment.

Adjournment:

Mayor Merandy made a motion to adjourn. Trustee Early seconded and the motion passed unanimously. The meeting was adjourned at 8:23pm.