

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

**Trustees Monthly Meeting  
3-13-18**

The Village of Cold Spring Board of Trustees held its monthly meeting at the Cold Spring Village Hall, 85 Main Street on Tuesday March 13, 2018 at 7:30 pm. Present were: Mayor David Merandy, Trustees Frances Murphy, Marie Early, Steve Voloto and Lynn Miller.

**PRELIMINARY DISCUSSION OF 2018-19 BUDGET**

Village Accountant Michelle Ascolillo presented a summary of the upcoming budget. During the discussion it was noted that:

- The Police Department has requested funding for a new vehicle. Ascolillo noted that “the cheapest” way to make this purchase would be through a state contract
- The contract with the Philipstown building inspector is to be renewed
- The budget only anticipates small sidewalk projects (Fishkill and Mountain Avenues) for the coming year. The state may provide some funding (in a manner similar to the CHIPS program.)
- Costs for recycling are now included in the budget. Trustee Early noted that monthly costs may soon increase to \$50/ton.
- There are no significant changes to the highway budget, but certain activities have been realigned to more closely match actuals
- The Village will solicit grants for tree maintenance
- Funding for snow removal is unchanged
- As the Village takes over operation of Dockside, there may be increased costs for electricity, but it is expected that they will be offset by fees
- \$3,000 has been added to replace doors to the mechanical room in the subway tunnel
- The General Fund is “in good shape.”
- Ascolillo will use the results of this discussion to create a revised budget. 3-20-18 is the deadline for submission (of the revised budget) to the Village Clerk
- A public hearing for the proposed budget will be held on 4-10-18 at 7pm
- Additional budget meetings, as may be necessary, will be held
- The Water/Sewer departments show a \$230,000 deficit, but this may be balanced using monies from the Fund Balance.
  - Ascolillo noted that instead of using the fund balance, the board could increase the assessed water flat-rate. As the Village Board is also the Water Board, no public hearing would be required (to make this change.)
  - Ascolillo to provide recent history of water and sewer rates
  - Increasing the sewer use rate per gallon could also balance the department budget
- When final dam repair costs are known, then all capital projects may be bonded together. The cost to prepare the bond is typically \$30,000.
  - The existing water bond is paid
- The next budget review will be 3-27-18 at 7pm

**APPROVE UPGRADE TO TELECOMMUNICATIONS EQUIPMENT**

The board has received a proposal from ITC to provide telephone system. During the discussion it was noted that:

- The proposal includes a combination of Verizon and Optimum to address internet and “copper” lines.
- Proposal includes maintenance and back-up services
- Proposal includes all village phones
- Plan is for five years, but other terms may be negotiated
- Additional information was requested. The proposal has been tabled until then.

**POLICE DEPARTMENT REPORT**

Police Chief Larry Burke reported on police activity during February. He noted that:

- There were 58 calls for service
- There was one felony arrest and one Return on Warrant arrest
- There were 77 tickets issued.
  - The board asked Burke for more consistent ticketing during snow events when there is no parking allowed on village streets
- The Haldane walkout to protest gun violence (held 3-14-18) occurred without incident

**MONTHLY REPORTS**

- Recreation Department
  - The department met again with the Haldane group interested in painting the walls in the subway
  - John Scherer presented a proposal for a Beer Festival at Mayor’s Park this coming June. Attendance is expected to range between 2000-2500. The department is considering the fee that would be assessed for this and similar events
  - Andrea Hudson, representing Tot’s Park notified the department that they are fundraising to replace the perimeter fence
  - The 2018-19 budget has been submitted
  - A request from Steve Etta to hold a 100<sup>th</sup> birthday party at Mayor’s Park was approved
  - A request from the Philipstown Recreation Department to use Mayor’s Park for a baseball clinic (grades 3-9) was approved
  - The Easter Egg hunt at McConville Park will be held 3-24-18 from 9am to 1pm. Rain date is 3-31-18.
- Planning Board – None
- Zoning Board of Appeals
  - The ZBA has granted a special permit for a front yard setback for 126 Main Street
  - The ZBA was to hold a public hearing for a special use permit for 9 Morris Ave, but the applicant has since withdrawn the application
  - The ZBA will hold a workshop for 5 Fair Street for variances related to a building expansion
  - The application submitted by 191 Main Street remains inactive
  - ZBA member Alison Anthoine will be resigning. The board is seeking to fill the empty seat as soon as possible.

- Historic District Review Board
  - The HDRB will be present for the Village Board public hearing 4-24-18 about Chapter 64 updates
  - Updates to the Historic District Design Standards are in process
  - SEQR review for 20 The Boulevard continues
- Code Update Committee
  - Work continues on the five topics for Phase 3: outdoor lighting, steep slope standards, flooding standards, adoption of a ridgeline protection overlay district and green building standards
  - Dates for remaining project milestones will be submitted to NYSERDA
  - Work continues on comments received at the Phase 2 public meeting
  - Caitlin Dufraine is the new NYSERDA liaison
- Fire Company – None
- Parking Committee – None
- Tree Advisory Committee
  - The Committee's Grant Round 13 state grant application was rejected. They plan to submit another request for Grant Round 14
  - The Committee requests the Village to budget for similar maintenance to the past year.

## **WASTEWATER DEPARTMENT**

Water and Wastewater Supervisor Greg Phillips reported that during the month of February:

- There was a total plant inflow of 4.93 million gallons
- The average daily flow was 176,000 gallons
- Plant performance
  - Biochemical Oxygen Demand: 96% removal
  - Total Suspended Solids: 97% removal
- Kings Capital Construction is preparing to begin work on the market Street Pump Station Replacement by the end of the month. Substantial completion of the project is 4-27-18.
  - A change order is being prepared for Kings Capital Construction to perform similar work at the Kemble Avenue Pump Station

## **WATER DEPARTMENT**

Water and Wastewater Supervisor Greg Phillips reported that during the month of February:

- Reservoir is at 100% capacity
- Flow to System is 5.72 MG/204K/day, representing a 8.7% decrease over 2017
- Questions remain about the Upper Reservoir Dam Rehabilitation project necessary for a better understanding of easement requirements (for discussions with adjacent property owners.)
  - The department has met with Hudson Highlands Land Trust to discuss possible grant opportunities for the purchase of easements on properties in our watershed
- The SWAP (Safe Water Infrastructure Action Program) is seeking municipal endorsements for legislative bills S3292 and A3907. Mayor Merandy noted the Village sent a letter last fall.

**HIGHWAY DEPARTMENT – None**

**BUILDING DEPARTMENT**

During February the Building Department:

- Received 13 new permit applications
- Issued 8 building permits
- Issued four Certificates of Occupancy
- Completed five title searches
- Generated four referrals to the HDRB, two referrals to the ZBA and one referral to the Planning Board.
- Collected \$4,785 in application and permit fees
- Collected \$375 in title search fees

**JUSTICE COURT**

During February the Justice Court:

- Received \$3,040 in fines, forfeited bails and civil penalties
- Received \$2,125 in parking tickets
- Received \$535 in civil fees
- Received \$1,558 in mandatory state surcharges
- Total received is: \$7,258

**CONSIDER RESOLUTION 07-2018 AUTHORIZING MAYOR TO SIGN CONTRACT WITH PUTNAM COUNTY  
REAL PROPERTY FOR PREPARATION OF 2018-19 VILLAGE TAXES**

**RESOLUTION #7-2018**

**Authorizing Mayors' Signature to Contract from Putnam County Real Property for Preparation of 2018  
Village Tax Roll and Bills**

The following resolution was offered by Trustee Murphy for adoption and seconded by Trustee Miller, to wit:

WHEREAS, the Putnam County Real Property Tax Service has tendered a proposed contract to the Village providing for certain services in regard to preparation of the Village's tax roll and bills; and

WHEREAS, the Village Board finds that it is in the best interests of the Village to enter the said contract;

NOW, THEREFORE, IT IS HEREBY RESOLVED THAT:

1. The Village Board does approve the proposed contract, a copy of which is attached hereto; and
2. The Mayor is authorized to execute said agreement and any documents necessary for its implementation.

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On roll call vote:

Trustee Marie Early voted: Yes

Trustee Lynn Miller voted: Yes

Trustee Frances Murphy voted: Yes

Trustee Steve Voloto voted: Yes

Mayor Dave Merandy voted: Yes

Resolution officially adopted on 3-13-18 by a vote of 5-0-0

**CONSIDER RESOLUTION #08-2018 AUTHORIZING MAYOR TO EXECUTE AGREEMENT WITH NEW YORK STATE OFFICE OF PARKS, RECREATION AND HISTORIC PRESERVATION**

**RESOLUTION #8-2018**

**AUTHORIZING MAYOR TO EXECUTE COOPERATIVE AGREEMENT WITH NEW YORK STATE OFFICE OF PARKS, RECREATION AND HISTORIC PRESERVATION**

The following resolution was offered by Trustee Murphy for adoption and seconded by Trustee Miller, to wit:

**WHEREAS**, under Section 3.09(2) of the Parks, Recreation and Historic Preservation Law (Parks Law), State Parks is authorized to operate and maintain by contract, lease or license any park, recreational facility, historic site or parkway; and

**WHEREAS**, pursuant to Section 3.09(6) of the Parks Law, State Parks is authorized to encourage, promote and engage in cooperative recreational, educational, historic and cultural activities, projects and programs undertaken by any federal, state or local governmental agency or private philanthropic or non-profit interest for the benefit of the public; and

**WHEREAS**, the land constituting the Dockside Park, a portion of Hudson Highlands State Park located in Cold Spring, New York (hereinafter "Park"), is owned by the People of the State of New York and under the jurisdiction of State Parks; and

**WHEREAS**, the Village of Cold Spring is a municipality organized under and pursuant to the Laws of the State of New York; and

**WHEREAS**, the Village of Cold Spring has agreed to assume and continue responsibility for the operation and management of quality public programming in accordance with the Cooperative Agreement for the Park and State Parks has determined that the best interests of the State will be served by the operation of the aforesaid programming by the Village of Cold Spring in cooperation with State Parks.

**WHEREAS**, the Village of Cold Spring Board of Trustees finds that it is in the best interests of the Village to enter the said contract

***NOW, THEREFORE, IT IS HEREBY RESOLVED THAT:***

1. The Village Board does approve the proposed contract, a copy of which is attached hereto; and

2. The Mayor is authorized to execute said agreement and any documents necessary for its implementation.

On roll call vote:

Trustee Marie Early voted: Yes

Trustee Lynn Miller voted: Yes

Trustee Frances Murphy voted: Yes

Trustee Steve Voloto voted: Yes

Mayor Dave Merandy voted: Yes

Resolution officially adopted on 3-13-18 by a vote of 5-0-0.

**CONSIDER RESOLUTION #09-2018 ESTABLISHING FEE SCHEDULE FOR FILM & AUDIOVISUAL PRODUCTION.**

**RESOLUTION #09-2018**

**ESTABLISHING FEES FOR FILM & AUDIOVISUAL PRODUCTION**

The following resolution was offered by Mayor Merandy for adoption and seconded by Trustee Voloto, to wit:

**WHEREAS**, the Village of Cold Spring Board of Trustees has amended the Village Code to add Chapter 49 - Film & Audiovisual Production; and

**WHEREAS**, the Board of Trustees has recommended instituting an application fee of \$50.00; and

**WHEREAS**, the Board of Trustees has recommended instituting an application fee of \$300.00 for any request to expedite the application; and

**WHEREAS**, in addition to the Application fee, the Board of Trustees has recommended there be a permit fee based on crew size and location of the production as follows:

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<b>Commercial Film &amp; Audiovisual Production on Village Property</b>		
Cast/Crew Size	First Day	Each Addl Day
1-5 People	\$350	\$100
6-15 People	\$1,000	\$750
15+ People	\$1,500	\$1,000
<b>Commercial Film &amp; Audiovisual Production on Private Property*</b>		
Cast/Crew Size	First Day	Each Addl Day
All	\$500	\$350

\* Fees for Filming on Private Property are in addition to any arrangements with the property owner

**WHEREAS**, the Village of Cold Spring Board of Trustees has the authority to waive fees for certain non-profit and/or charitable organizations at its discretion; and

**WHEREAS**, if police services, fire protection, other village staff and/or services are required for filming, the production company will be billed for the actual costs of such services.

NOW, THEREFORE, BE IT RESOLVED that the Village Board of the Village of Cold Spring hereby approves the proposed fee schedule for Film and Audiovisual Production.

On roll call vote:

Trustee Marie Early voted: Yes

Trustee Lynn Miller voted: Yes

Trustee Frances Murphy voted: Yes

Trustee Steve Voloto voted: Yes

Mayor Dave Merandy voted: Yes

Resolution officially adopted on 3-13-18 by a vote of 5-0-0.

#### **APPROVE HIRING OF CHARLES NORTON AS LABORER (PART-TIME) AT LATEST RATE OF PAY**

Mayor Merandy made a motion to hire Charles Norton as laborer (part-time) at latest rate of pay.

Trustee Murphy seconded and the motion passed unanimously.

# **APPROVAL OF BILLS**

Trustee Miller made a motion to approve Batch #4528 in the amount of \$45,436.89. Mayor Merandy seconded and the motion passed unanimously.

# **BOARD BUSINESS**

The Board discussed replacement of Greg Phillips as Superintendent of Water and Wastewater and whether to train a replacement or to hire someone with experience.

# **PUBLIC COMMENT**

Michael Turton, of the Highland Current, asked whether Village revenue from operation of Dockside Park would be shared with the State. Mayor Merandy responded, “No.”

# **ADJOURNMENT**

Mayor Merandy made a motion to adjourn. Trustee Murphy seconded and the motion passed unanimously at 8:40 pm.

Submitted by M. Mell

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David Merandy, Mayor

Date