



VILLAGE OF COLD SPRING

85 MAIN STREET, COLD SPRING, NY 10516

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DAVE MERANDY, MAYOR
MARIE EARLY, TRUSTEE
LYNN MILLER, TRUSTEE
FRANCES MURPHY, TRUSTEE
STEVE VOLOTO, TRUSTEE

JEFF VIDAKOVICH, CLERK/TREASURER
MICHELLE ASCOLILLO, ACCOUNTANT
LARRY BURKE, OFFICER-IN-CHARGE
Matt Kroog, WATER SUPERINTENDENT
ROBERT DOWNEY, HIGHWAY DEPARTMENT CREW CHIEF

Board of Trustees

Tuesday Nov. 17, 2020 @ 6:00 PM

Via Video Conference Pursuant to Executive Order 202.1

1. Approve Free Parking at Municipal Lot 11/25 (9PM) - 11/30 (8AM)
2. Update on Village Hall access
3. Update on request to use bandstand for Narcan Training
4. Approval of Bills - Batch #: 5806 Amount: \$176,387.82
5. Approval of Minutes – 11/5, 11/10
6. Code Update Review - Chapters:
 - 134 Zoning

The public is invited to attend the meeting as follows:

<https://zoom.us/j/94086293122?pwd=eVJpUnFZRUt5K3A3anhFLzIERG9SQTO9>

or to Join by Phone: (646) 558-8656

Meeting ID: 940 8629 3122 Password: 259033



FREE PARKING IN THIS LOT
FROM 9:00 PM ON WEDNESDAY,
NOVEMBER 25TH
UNTIL 8:00 AM ON MONDAY,
NOVEMBER 30TH.

ENJOY OUR SMALL VILLAGE OVER
THE HOLIDAY WEEKEND

HAPPY THANKSGIVING FROM
MAYOR DAVE MERANDY

& THE VILLAGE BOARD OF TRUSTEES
MARIE EARLY FRAN MURPHY
LYNN MILLER STEVE VOLOTO



**WHILE YOU VISIT US,
PLEASE REMEMBER
TO
KEEP YOUR
DISTANCE
AND
WEAR A MASK**

Village of Cold Spring
Village Board of Trustees
85 Main Street, Cold Spring, NY 10516

Trustees Workshop
11-5-2020

The Village of Cold Spring Board of Trustees held an online workshop meeting via video conference pursuant to Executive Order 202.1 on Thursday November 5, 2020 at 6:30 pm. Present were: Mayor Merandy and Trustees Marie Early, Frances Murphy and Steve Voloto. Trustee Miller was absent.

MAYOR'S COMMENTS

Mayor Merandy commended Village residents for their cooperation to scale back Halloween celebrations on Parrott Street.

The Mayor also thanked all the poll workers for their efforts on election day.

REQUEST TO HIRE LEXIPOL TO UPDATE CSPD POLICIES TO CONFORM TO STATE STANDARDS

Officer in Charge Larry Burke presented Lexipol's scope of work and noted that:

- A user friendly template customized template would be prepared for the Village, complying with all current NYS requirements
- The current CSPD policy is over two years old
- The Putnam County Sheriff's office, Fishkill and other similar sized municipalities in Putnam, Dutchess and Westchester counties subscribe to Lexipol
- After preparation of the template and review by the Village Board, public input can be incorporated
- A Lexipol subscription will allow the Village to review and compare its policy with other similar size municipalities
- No significant changes are expected
- The last update was in 2013
- Lexipol maintains a large library of rules and regulations for reference
- Subscription rates are based upon the number of full-time police offices. According to Lexipol, the Village's 13 part-time officers would be equivalent to three full-time officers. The first year's subscription would cost \$3,500.
- The program doesn't track complaints
- It's anticipated that the process of creating a new policy may take up to two and one half months plus time for public input afterwards
- NYS has set a deadline of April 1, 2021
- Creation of an updated police policy is an unfunded mandate from NYS

Mayor Merandy made a motion to table approval until the next Board meeting to allow Board members time to review the Lexipol proposal. Trustee Voloto seconded and the motion passed unanimously

APPROVE OFFERING ROTH OPTION TO PARTICIPANTS IN THE DEFERRED COMPENSATION PLAN

Trustee Early noted that a Roth option is not currently offered and that issue had been raised by a retiree.

Mayor Merandy made a motion to make a Roth option available. Trustee Early seconded and the motion passed unanimously.

APPROVAL OF BILLS

Mayor Merandy made a motion to approve Batch #5782 in the amount of \$25,123.11. Trustee Murphy seconded and the motion passed unanimously.

APPROVAL OF MINUTES

Mayor Merandy made a motion to adopt the 10-20-2020 minutes as submitted. Trustee Early seconded and the motion passed unanimously

PUBLIC COMMENT

Kathleen Foley, 2 Locust Drive, described Lexipol as a model code aggregating service and asked how it would be paid for. OIC Burke responded that certain CSPD equipment purchases will be deferred to cover the cost and there will be no increase to the budget.

Heidi Shira Bender thanked OIC Burke for his efforts.

CODE UPDATE REVIEW

The Board continued its review of Chapter 134 - Zoning

AJOURNMENT

Mayor Merandy made a motion to adjourn. Trustee Early seconded and the motion passed unanimously at 8:37 pm.

Submitted by: M. Mell

Mayor Merandy

Date

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

**Trustees Monthly Meeting
11-10-2020**

The Village of Cold Spring Board of Trustees held its monthly meeting via video conference pursuant to Executive Order 202.1 on Tuesday November 10, 2020 at 6:30pm. Present were: Mayor David Merandy and Trustees Marie Early, Lynn Miller, Frances Murphy and Steve Voloto.

FINANCIAL UPDATE

In a written report, Village Accountant Ascolillo noted that:

- Revenue is continuing to increase for parking fees and Justice Court fines and fees
- Letters to residents who haven't paid their taxes will go out December 1st, reminding them to pay by January 31, 2021. There are currently less than 20 parcels
- A financial statement showing the past six months actual revenues and expenses, along with projections for the next six months will be presented at the December monthly meeting
- The external auditor's draft financial report from May 31 is expected this week. The report will be reviewed and forwarded for Board review. Mr. Costilow will schedule a presentation (in person or via Zoom.)
- FEMA has declared tropical storm Isaias a FEMA eligible event for Long island and is working towards eligibility for other counties, including Putnam. This could mean reimbursement of cleanup costs submitted to NYS at a 75% rate

POLICE DEPARTMENT REPORT

In a written report, Officer in Charge Larry Burke noted for the month of October 2020 that:

- There were 52 calls for service (for a YTD total of 567)
- There were 119 tickets issued (for a YTD total of 882)
- There was one MHL arrest and one VTL arrest

MONTHLY REPORTS

Recreation Commission

Ruthann Cullinan Barr noted for the month of October 2020 that:

- Trevor Knight has been appointed as the fifth member of the commission
- An electrician is being sought to install a light for the flag at the Bandstand and digital timers
- Assistance continues to be sought from the Sheriff's department to help paint the bandstand, but it is catch as catch can. If not complete by March 2021, the painting will be put out to bid. The desired completion is May 2021.
- The Commission believes that parking should be considered for Mayor's Park, away from the ball field
- The Commission would like to pursue greater use of the Pavilion by the Scouts and other organizations. To encourage this, fees could be waived and bathroom access would be available. It would be the Scouts responsibility to clean and sanitize the bathroom.
- Bandstand will be decorated on November 21, 2020 with November 22nd as the rain date

- The bandstand, with the exception of the tree, will be lit on Thanksgiving Day through the end of the holidays
- An artificial lighted garland has been purchased for this and future year's use
- Santa's visit will be on December 5th at 3:30pm and the tree will be lit at that time. It will be a drive-by event with children receiving candy canes. Children will also be able to drop off letters to Santa. Letters from Philipstown will receive a response from Santa's elves. Rain date is December 12th.
- The Commission discussed ticked events and when they might best be allowed, given Covid and issues with traffic, parking and congestions

Planning Board

None

Zoning Board of Appeals

In a written report Chair Aaron Wolfe noted the following activities for the month of October.

Current Business

- ZBA received an application for an interpretation and variance for a proposed six foot fence at 33 Market St. in the B-1 district. The appeal seeks to override the Building Inspector's judgement that a variance is necessary.

New Business

- Donald MacDonald has resigned and the ZBA thanks him for chairing the 21 Parsonage St. hearing and for his many years of dedicated service to the Village
- Aaron Wolfe will not continue on the ZBA beyond his current term, which expires at the end of November
- Eric Wirth has been nominated by the Mayor to serve as chair

Old Business

- **4 Morris Ave.** ZBA approved a variance to build a six foot fence along the south side of the property where it borders the B-1 district.
- **21 Parsonage St.** ZBA approved the resolution drafted by the Village attorney to deny the application to construct a new home on the property. The work of this application is now complete.

Mayor Merandy thanked both Donald MacDonald and Aaron Wolfe for their service on the ZBA, pointing out that Donald MacDonald has served on the ZBA for many years.

Cold Spring Fire Company

In an email Chief Tom Merrigan noted that for the month of October:

- There were 21 alarms
- SCBA (self-contained breathing apparatus) annual flow testing is scheduled for November 6, 2020

- Specification and pricing for a new engine are being reviewed.

Town of Philipstown

Bob Flaherty noted that during the month of October:

- Town Hall renovations have picked up and progress is improved and the work completed looks nice. Project completion has been pushed back to late January/early February 2021.
- Planning for the new highway garage continues
- E & FS LLC was awarded the bid for the pneumatic fluids and compressed air system
- The Town has spoken with residents of Indian Brook Road about traffic, parking and congestions issues. The parking area has been closed, but that has not alleviated the problems.
- A \$11.3 million budget for 2021 will be adopted on November 18, 2020
- Planning, zoning and conservation boards continue to meet via Zoom
- Roberto Muller will step down as Climate Smart Coordinator late this year/early next year. The Town has advertised for a replacement.
- The owners of the Garrison County Golf Club (Garrison Properties) presented their plan to gift portions of the property to the Hudson Valley Shakespeare Festival. The plan will sub-divide the property into four parcel and approvals by the Planning Board begin later this month.
 - Garrison Golf Club 92 acres
 - HVSF 53 acres
 - Challenge parcel 27 acres
 - Private residence 28 acres
- The last 1,100 feet of dirt road on East Mountain Road South have been paved
- The Town seeks volunteers to serve on the Cemetery Committee

Historic District Review Board

Sean Conway noted the following activities for the month of October.

Current Applications

- 4 Morris Ave

Future Applications

- Wells Fargo bank on Chestnut Street

Board work/projects/notes

- A large portion of edited text of the updated Design Standards sent to graphic designer (Kirsten Heincke) to complete the first design draft

Proposed fee restructuring

- HDRB proposes increasing the general application fee from \$30 to \$40

- HDRB proposed reducing the public hearing fee from \$80 to \$40
- Public hearing notices would be placed in the PCNR and the Highlands Current
- The decrease in the public hearing fee and additional advertising in the Current would be more than offset by the increase in the general application fee
- Any costs related to SEQR Type I projects would be billed back to the applicant (via the required escrow account.)
- Past year's fees and expenses to be submitted to the Village Board for review

Tree Advisory Board (TAB)

TAB chair Jennifer Zwarich noted that:

- Tree removal is almost complete
- Multiple experts were consulted to determine which trees needed to come down

Board members complimented J. Zwarich on her response to community comments about the tree removal

WATER DEPARTMENT

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

- Reservoir status is at 85.02% capacity
- Flow to System is 10.50 MG/339 k/day (a 35% increase from 2019)
- 2019 Flow to System was 7.77 MG/251 k/day
- Rainfall: 3.36"
- Bacteria Lab Test sampling: all routine testing samples were found in good standing
- Flow meter to filtration unit #2 stopped working on 10-16-20. New parts were ordered and installation completed on 11-5-2020
- Assisted the VCS Highway Department to repair the water shutoff valve at Mayor's Park
- Curb box was replaced for winterization of restrooms at Mayor's Park
- Quarterly calibration/validation of the turbidimeters at the WTF performed on 10-22-2020
- Lead pressure switch of the Process Air System failed on 10-23-2020 and was replaced the same day
- Water quality reports to be sent out for printing and subsequent distribution to Village residents
- Catskill DEP Project. Badey and Watson surveying conducted and report received on March 2, 2020. Bart Clark reached out to DEP on May 10, 2020, but there has been no response

Mayor Merandy directed the Department to research costs to install a water meter at the public bathrooms at the foot of Main St.

WASTEWATER DEPARTMENT

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

- Plant inflow 5.711 million gallons
- Average daily flow was 184K gallons
- Biochemical Oxygen Demand: 96.79% removal
- Total Suspended Solids: 94.24% removal
- Sludge Hauled Offsite: 44,000 gallons

- NYDEC contacted the department regarding missing annual I & I reports for 2016-2019. Department is generating a report for those years and will submit them to the Board for review.
- Kemble Ave pumping station #1 pump has become clogged and will need to be cleaned out. Alon Industries has been contacted to schedule installation of a new check valve at the same time

BUILDING DEPARTMENT

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

- 9 new building permit applications were received
- 6 building permits were issued
- 0 operating permits were issued
- 1 dumpster permit was issued
- 11 Certificates of Occupancy were issued
- 4 record searches were completed
- 4 complaints were received
- 2 referrals to the HDRB were made
- 2 referrals to the ZBA were made
- 0 referrals to the CSPB were made
- \$4,888 in application and permit fees were collected
- \$9300 in record search fees were collected
- \$30 in other fees were collected

HIGHWAY DEPARTMENT

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

- 43.53 tons of garbage were picked up
- 27.98 tons of recyclables were picked up
- Small section of pavers on Kemble Ave completed
- Old telephone pole holes filled on Main St.
- 14 loads of concrete hauled to West Hook Sand & Gravel
- There were two brush collections
- Assisted Water Department to repair service shutoff for Mayor's Park Pavilion
- Repaired broken fence section at riverfront
- Filled in erosion hole on Bank St
- Dug out and prepared area in front of Kismet and Le Bouchon for paver replacement
- Hauled one load of scrap to scrap yard
- Winterized Mayor's Park Pavilion restrooms
- Repaired six feet of curb and pulled/poured 26 feet of sidewalk on Cross St
- Replaced battery and wipers on '97 F-350
- Replaced wipers on '16 F-350
- Replace battery on leaf sucker motor
- Repaired and performed maintenance on 1988 salter in preparation of winter
- Work in November to include: completion of pavers on Main St., clearing leaves around the village and preparation for winter

JUSTICE COURT

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

- \$8,975 in fines, forfeited bails and civil penalties were collected
- \$6,180 in parking fines were collected
- \$155 in civil fees were collected
- \$4,440 mandatory state surcharges were collected
- There were 18 Penal Law charges
- There was one Vehicle & Traffic Law charge
- There was one Civil charges

REPORT OF MAYOR AND TRUSTEES

Trustee Murphy reported on her conversation with Passport Inc, a company that creates parking apps that might be used by the Village. She noted that:

- The Village may be too small to be considered by Passport Inc, but they will prepare a proposal
- No master meter is required
- System is expandable (and could be used throughout the Village)
- Signage (supplied by Passport Inc and installed by Village) required with info for vehicles to pay for parking

Mayor Merandy and Board members thanked Trustees Miller and Voloto for their service on the board and to the Village

AUTHORIZE MAYOR TO SIGN SERVICE FEE AGREEMENT WITH PENTAFLEX (LOSAP PROGRAM)

Trustee Early made a motion to authorize Mayor to sign service agreement. Trustee Murphy seconded and the motion passed unanimously.

AUTHORIZE MAYOR TO SIGN AGREEMENT FOR PROSECUTING ATTORNEY

Trustee Early made a motion to authorize the Mayor to sign an agreement with A. Gill to act as prosecuting attorney for the Village. Trustee Miller seconded and the motion passed unanimously

REQUEST TO USE BANDSTAND FOR NARCAN TRAINING ON 11-21-2020

During the discussion it was noted that:

- The event would be a walk in
- Proper safety procedures (masks and social distancing) will be followed
- Traffic and congestion are an issue to hold this event at the bandstand
- The Pavilion at Mayor's Park may be a better location
- The proposed date conflicts with planned holiday decorating at the bandstand
- No action was taken on the matter and planners will submit a new date

HIRING OF LEXIPOL TO UPDATE CSPD POLICIES

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

APPROVAL OF BILLS

None

MINUTES

None

PUBLIC COMMENT

Kathleen Foley, 2 Locust Ridge clarified that Lexipol is a model code aggregating service that will prepare an initial policy template to serve as the basis of the policy determined by the Village. *Mayor Merandy confirmed this and noted that Lexipol is not making the policy and that public comment will be solicited and encouraged from residents.*

K. Foley also asked about reports of vandalism of the lighting bollards at the waterfront. *Mayor Merandy said that the Highway Department is looking into the matter. OIC Burke said the police department hasn't received any reports of vandalism.*

ADJOURNMENT

Mayor Merandy made a motion to adjourn. Trustee Murphy seconded and the motion was passed unanimously at 8:22pm.

Submitted by: M. Mell

Mayor David Merandy

Date