

## Re-Organizational Meeting Minutes

Board of Trustees

Village of Monticello

April 5<sup>th</sup>, 2016

5:30 p.m.

### **Call Meeting to Order**

The meeting was called to order at 5:30 pm by Mayor Solomon

### **Pledge to the Flag**

### **Swearing in of Newly Elected and Re-Elected Village Officials**

Newly Elected Village Trustee Aleta Lymon was sworn in by County Court Judge Frank LaBuda

Newly Elected Trustee George Nikolados was sworn in by County Court Judge Frank LaBuda

Re-Elected Trustee Carmen Rue was sworn in by County Court Judge Frank LaBuda

Newly Elected Mayor Douglas Solomon was sworn in by County Court Judge Frank LaBuda

### **Recess**

Mayor Solomon took a 5 minutes recess at 5:35pm.

The meeting was called back to order by Mayor Solomon at 5:43pm.

### **Roll Call**

Mayor Solomon-Present

Trustee Weyer-Present

Trustee Rue-Present

Trustee Lymon-Present

Trustee Nikolados-Present

### **Also Present:**

David Sager, Village Manager

Michael Davidoff, Special Council

Richard S. Baum, Deputy Special Council

### **Motion to accept the agenda**

A motion was made by Trustee Rue with a second by Trustee Lymon. Upon the call of the roll, all present were in favor.

### **Approval of Minutes from the March 22<sup>nd</sup>, 2016 meeting**

A motion was made by Trustee Weyer with a second by Trustee Rue. Upon the call of the roll, all present were in favor.

**Mayors Report**

Mayor Solomon extended his congratulations to the re-elected and newly elected Village Officials and again thanked Deputy Mayor Bennett for her service on the Village Board and to the community.

Mayor Solomon also announced that the NYS Comptrollers will be in the Village beginning tomorrow, April 6<sup>th</sup>, 2016 to audit the Village

He also asked the Board along with the Village Manager, Special Council, Village Clerk & Village Treasurer to come up with a list of long term and short term goals for the Village for the next two and four years. We have to start determining where the Village is going and we want to see the results.

Mayor's Appointments w/ Board Approval-Two (2) Year Appointment

<i>Village Clerk</i>	Term Expiration	
Janine Gandy-McKinney	April	2016

A motion was made by Trustee Rue with a second by Trustee Lymon re-appointed Village Clerk, Janine Gandy-McKinney for another two (2) year term. Upon the call of the roll, all were in favor.

<i>Village Treasurer</i>	Term Expiration	
Melissa DeMarmels	April	2016

A motion was made by Trustee Weyer with a second by Trustee Lymon re-appointed Village Treasurer, Melissa DeMarmels for a two (2) year term. Upon the call of the roll, all were in favor.

Mayor's Appointments w/Board Approval-One (1) Year Appointment

<i>Village Special Council</i>	Term Expiration	
Drew, Davidoff & Edwards	April	2016

A motion was made by Trustee Rue with a second by Trustee Weyer re-appointed Village Special Council, Drew, Davidoff & Edwards for a one (1) year term. Upon the call of the roll, all were in favor.

<i>Deputy Special Council</i>	Term Expiration	
Richard S. Baum, Esq.	April	2016

A motion was made by Trustee Rue with a second by Trustee Weyer re-appointed Village Deputy Special Council, Richard S. Baum for a one (1) year term. Upon the call of the roll, all were in favor.

Mayor's Appointments -One (1) Year Appointment

<i>Deputy Mayor</i>	Term Expiration	
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Trustee Bennett

April

2016

A motion was made by Trustee Lymon with a second by Trustee Rue appointing Trustee Jill Weyer as Deputy Village Mayor for a one (1) year term. Upon the call of the roll, all were in favor.

*Auditors*

Village Board of Trustee's

Mayor's Appointments w/Board Approval-Five (5) Year Appointment

*Planning Board Member*

Term Expiration

Jeffrey Sternberg

April

2015

Mayor Solomon announced that Mr. Sternberg will be a hold-over for right now.

Board Appointment-Three (3) Year Term

*Design Review Board*

Term Expiration

Janine Gandy-McKinney

April

2015

Vacant

Vacant

A motion was made by Trustee Rue with a second by Trustee Lymon appointing the Village Code Enforcement Officer, TJ Brawley and Deputy Mayor Weyer for a three (3) year term. Upon the call of the roll, all were in favor.

**Manager's Report**

The Monticello Business Association is up and running. At the last meeting, the general membership in attendance voted on officers and by-laws. Membership is \$25 for an individual & \$50 for a business. It is the hope that the MBA will begin to host various events within the village to promote economic development and they will also assist the village in promoting events already on our calendar. Once the membership application is finalized, I will be getting extra copies both for Village Hall and to pass out village business owners.

Both English and Spanish language copies of the NYS Tenants Rights Guide are available in my office should you know of anyone who is concerned or is having issues with their landlord.

I met with Monticello Central School District Superintendent, Tammy Mangus this morning. The district is very pleased with the SRO at the high school and would like to renew a 1-year contract with an option for an additional 3 years. The Village Attorney is working on that contract.

A tentative solid waste contract has also been negotiated with the MCSD regarding the hauling of waste generated within the Village of Monticello. This contract is subject to board approval, the terms of which will be discussed in executive session for your consideration.

I hope to begin interviews for the full-time Parks & Recreation position within the next 2 weeks. My goal is to have an employee in place by May 1<sup>st</sup>.

We have received a number of resumes/applications for the Laborer position in DPW. Interviews will commence in the near future. Village residents will be given first priority.

While I was away on vacation, I did receive an updated Grant Disbursement Agreement from Empire State Development Corporation (ESDC) with regard to the Restore III Grant project previously awarded to Tommie Ting. I have some concerns with contract language. I am having the contract reviewed by the Village Attorney and have reached out to my contacts at ESDC for clarification.

Manager's Appointment-One (1) Year Term:

<i>Deputy Clerk</i> -Stacey Walker	April	2016
<i>Deputy Treasurer</i> -Vacant	May	2016
<i>Village Engineer</i> -Glenn Smith	April	2016
<i>Village Auditors</i> -Cooper, Arias & Nieman	April	2016
<i>Official Newspaper</i> -Sullivan County Democrat	April	2016
<i>Police Surgeons</i> - Drs. Lauterstein & Garfinkel	April	2016
<i>Health Officer</i> -Dr. Garfinkel	April	2016
<i>Police Chaplains</i> -Rabbi Chanowitz, & Pastor Ramirez	April	2016
<i>Acting Village</i> -Justice Leo Glass	April	2016
<i>Official Banks</i> -Chase Bank, Key Bank, Catskill Hudson Bank, Bank of Jeff & TD Bank	April	2016

Village Manager, David Sager, made all of his re-appointments for another term of one 1 year.

**Resolution setting the date, time and place of the regular Village Board Meetings for the 1<sup>st</sup> & 3<sup>rd</sup> Tuesdays of each month at 5:30pm**

A motion was made by Trustee Weyer with a second by Trustee Lymon. Upon the call of the roll, all were in favor.

**Resolution regarding the Procurement of all Goods and Services by the Departments of the Village of Monticello**

A motion was made by Trustee Rue with a second by Trustee Weyer to table until the next meeting. Upon the call of the roll, all were in favor.

**Resolution authorizing the Village Manager to allow employees to attend Seminars and Conferences which will benefit or further the interest of the Village not to exceed \$1,500.00 as budgeted**

A motion was made by Trustee Rue with a second by Trustee Lymon. Upon the call of the roll, all were in favor.

**Resolution authorizing payment in advance of audit claims for Public Utilities, Fuel, Postage and Town of Thompson bills not to exceed \$20,000.00**

A motion was made by Trustee Lymon with a second by Trustee Rue. Upon the call of the roll, all were in favor.

**Resolution directing the Annual Audit of the Village Justice Court Records by the Village Independent Auditors by a bid process**

A motion was made by Trustee Lymon with a second by Trustee Weyer. Upon the call of the roll, all were in favor.

**Resolution adopting Investment Policy for the Village of Monticello**

A motion was made by Trustee Rue with a second by Trustee Weyer to Table. Upon the call of the roll, all were in favor.

**Resolution designating the TD Bank as the depository for the Justice Court and authorizing the Village Justice and acting Village Justice to have sole authorization of the accounts therein**

A motion was made by Trustee Rue with a second by Trustee Weyer. Upon the call of the roll, all were in favor.

**Resolution designating the TD Bank, Chase Bank, Key Bank, Catskill Hudson Bank, and Bank of Jeff as the depository for the Village and authorizing the Mayor, Deputy Mayor, Village Manager, Treasurer and Deputy Village Treasurer have sole authorization of the accounts therein**

A motion was made by Trustee Rue with a second by Trustee Nikolados. Upon the call of the roll, all were in favor.

**Resolution authorizing the bidding process for the Village's Highway, Sanitation, Sewer & Water Departments annual bid items for fiscal year ending July 2017; bid opening date to be set for Thursday, May 19<sup>th</sup>, 2016 at 2:00pm for the Highway & Sanitation Department and Thursday, June 2<sup>nd</sup>, 2016 at 2:00pm for the Water & Sewer Department**

A motion was made by Trustee Weyer with a second by Trustee Rue. Upon the call of the roll, all were in favor.

**Resolution authorizing the payment of bills in the amount of \$418,870.25**

A motion was made by Trustee Weyer with a second by Trustee Lymon. Upon the call of the roll, all were in favor.

**Resolution authorizing Budget Transfers for Fiscal Year ending July 2016**

A motion was made by Trustee Rue with a question second by Trustee Lymon.

Trustee Rue asked why was there a transfer of funds to increase a line that is for the Trustee Trainings, when those funds are for the Trustee's to go on trainings.

The Village Treasurer answered that there will be no impact at all on the budget because the money is coming from a revenue line to an expense line to increase it to pay the Pace School bill and the Village will be reimbursed by the County in full, so in the end, the money will be returned to the revenue line and have no impact at all on either line.

Upon the call of the roll, all were in favor.

**Resolution authorizing the 3<sup>rd</sup> Quarter Insurance payment to the McKane Group in the amount of \$72,863.32 from the various funds as listed**

A motion was made by Trustee Weyer with a second by Trustee Lymon. Upon the call of the roll, all were in favor.

**Resolution authorizing the USDA Water Project USDA Loan Resolution**

A motion was made by Trustee Lymon with a second by Trustee Nikolados. Upon the call of the roll, all were in favor.

**Resolution authorizing the USDA Water Project USDA Grant Resolution**

A motion was made by Trustee Weyer with a second by Trustee Rue. Upon the call of the roll, all were in favor.

**Resolution authorizing Barton & Loguidices Proposal for the EPG I&I Study**

A motion was made by Trustee Rue with a question and a second by Trustee Weyer.

Trustee Rue questioned if this was different from the other resolution that was presented a few weeks ago and passed.

The Village Manager responded that this is part of the CFA grants that were submitted last year and awarded.

Upon the call of the roll, all were in favor.

**Resolution authorizing the Manager to Sign all Documents for EPG I&I Study**

A motion was made by Trustee Lymon with a second by Trustee Nikolados. Upon the call of the roll, all were in favor.

**Resolution authorizing the Manager to Sign the Barton & Loguidice Proposals for Ichud**

A motion was made by Trustee Lymon with a second by Trustee Rue with a question.

Trustee Rue questioned if the Village already paid the \$50,000.00 in the past for Ichud.

The Village Manager responded that ICHUD is all escrow monies, nothing comes out of the Village directly, only through the payment of escrow. The essential goal with Ichud is to get

their escrow up to where it truly needs to be to pay off old debt and current bills. Remember, they are an outside user, so they will be paying double the rate for everything, and the goal is to get their sewer system up to date so that it does not impact us dramatically.

Upon the call of the roll, all were in favor.

**Resolution authorizing the no Cost Change to ATL's Agreement for Special Inspections**

A motion was made by Trustee Lymon with a question with a second by Trustee Rue.

Trustee Lymon questioned if this could be explained.

Mr. Sager responded that ATL is a company that was hired last year and they do special inspections for the WWTP Project as per the requirements of the USDA.

Upon the call of the roll, all were in favor.

**Resolution authorizing the Award of the CDBG Meter Project Engineering Services to B&L and authorizing the Manager to Execute an Agreement**

A motion was made by Trustee Rue with a second by Trustee Lymon. Upon the call of the roll, all were in favor.

**Resolution authorizing the Award of the CDBG Meter Project Grant Administration Services to County Planning and authorizing the Manager to Execute an Agreement**

A motion was made by Trustee Rue with a second by Trustee Lymon. Upon the call of the roll, the vote went as follows:

Mayor Solomon-yea

Trustee Weyer-abstain

Trustee Rue-Yea

Trustee Lymon-Yea

Trustee Nikolados-Yea

**Presentation by B&L & Energy Systems Group on Energy Performance Contracting**

Anthony Eagan presented Dennis Clough to do a presentation on Energy Performance Contracting. Mr. Clough stated that he is a representative from the Energy Systems Group. Basically an RFP that is distributed to hire professional services to define and determine what the project is. The EP Contractor takes full responsibility and makes the municipality or governmental agency whole, if the saving are not realized or gained. Instead of having multiple projects around the Village, there will be one entire project with each component being considered by the process of necessity, timelines and finances.

A motion was made by Trustee Lymon with a second by Trustee Weyer to send out a RFQ (Request for Qualifications) for and EPC (Energy Performance Contractor). Upon the call of the roll, all were in favor.

**There was no Executive Session**

**Adjournment**

A motion was made by Trustee Weyer with a second by Trustee Nikolados to close the meeting at 6:55pm. Upon the call of the roll, all were in favor.

Submitted by:

A handwritten signature in cursive script, appearing to read "Janine Gandy-McKinney".

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Janine Gandy-McKinney, Village Clerk