

Board of Trustees Meeting Minutes

Village of Monticello

Wednesday, May 1st, 2024

6:00 pm

Call Meeting to Order

The meeting was called to order at 6:05pm by Mayor Massey.

Pledge to the Flag

Roll Call

Mayor Massey-Present

Trustee Jenkins-Present

Trustee Hutchins-Present

Trustee Davis-Present

Also Present:

James Snowden, Village Manager

Michael Sussman, Special Counsel

Janine Gandy-McKinney, Village Clerk

Motion to accept the agenda

A motion was made by Trustee Hutchins with a second by Trustee Jenkins to accept the agenda. Upon the call of the roll, all present were in favor.

Approval of Minutes for the April 17th, 2024 Meeting and the April 23rd, 2024 Emergency Meeting

April 17th, 2024 Meeting

A motion was made by Trustee Hutchins with a second by Trustee Jenkins to approve the minutes. Upon the call of the roll, all present were in favor.

April 23rd, 2024 Emergency Meeting

A motion was made by Trustee Hutchins with a second by Trustee Jenkins to approve the minutes. Upon the call of the roll, all present were in favor.

Motion to Go Out of Order for Executive Session

A motion was made by Trustee Hutchins with a second by Trustee Jenkins to go out of order for Executive Session for Personnel & Litigation at 6:07pm. Upon the call of the roll, all present were in favor.

A motion was made by Trustee Hutchins with a second by Trustee Jenkins to come out of Executive Session at 6:25pm. Upon the call of the roll, all present were in favor.

Motion to Go Back In Order with 3 (three) add-ons

A motion was made by Trustee Hutchins with a second by Trustee Jenkins to approve the minutes. Upon the call of the roll, all present were in favor.

Mayors Comments

I want to first say that nothing happens without teamwork, and I am very grateful to the individuals who have lent me a hand. This has been a busy time for us. The transition we are experiencing has been daunting. In my last newsletter, I wrote about the importance of getting down to work for the residents of Monticello and from when I was first running to be your mayor, I made a commitment to get this Village in order. Little did I know what a formidable task this would turn out to be.

However, I want to make my term as Mayor a good happening. Still, not all are happy with the changes that have occurred. But in the words of former President, Barack Obama, "we can disagree without being disagreeable and what we can try to do is to live out our lives as best we can with purpose, and love, and Joy.

This week, I'd like to begin drilling down on some key issues;

First, on the list is attaining funds to make projects happen. This is our first priority, because this is a very challenging period. We are staring down hard choices because of budget shortfalls and this Village is begging for a bail-out. We may need to turn to our option of last resort, which would be to cut services and lay-off or furlough employees. Nevertheless, we definitely must pull back on any expenditures that exacerbate our already fragile infrastructure challenges.

Next, is reiterating the code of conduct. I had a meeting on April 22nd with all employees. I need to emphasize that employee behavior while on the job is a direct reflection of Monticello residents. As I said, this is whether you live within the Village or not. If you refer back to the code of conduct, included are regulations regarding dress, job attendance, harassment, substance abuse, theft, cell phone use, safety procedures and inappropriate behavior. This code sets clear expectations for all employees and sticking to those standards sets an example for residents, especially the children.

One thing I've learned over and over is that children are always watching and modelling adults. It doesn't matter what is said as much as what they see you do. Every day, we as adults must be careful to set the right examples for them to follow.

Discussion Items:

1. Speed Bumps in the park
2. Constables
3. Hiring a Grant Writer
4. Fee for service for businesses outside of Village reliant upon Monticello services i.e. Casino
5. Website states "Since 1993, we've been committed to the growth of this proud region, providing not just wonderful places of leisure, but also terrific sources of partnership, employment, and the opportunity for business relationships. As a company that has already invested heavily into the community, we look forward to continuing our commitment to the region" (Resorts World Casino),

Available Grants:

Environmental Conservation-Park and Trail Partnership Grant Regional Council Capital Fund Program-ESD/REDC Grant
EPA/Environmental Protection Fund Grant Program for Parks, Preservation and Heritage
National Parks Service-Outdoor Recreation Legacy

We are taught that everyone is created equal, made by God's loving hand and this is the standard to which we should all aspire to set. We can use each day to show those who are closest to us how much we care about them and treat others with the kindness and respect that we wish for ourselves" (Barack Obama). I think these are good words to live by. Monticello-- let us be a people who model love and kindness. Our children are watching.

Upcoming dates to remember:

May 4th-May 11th 8:00 am to 2 pm-Spring Clean-up

May 6th- 8:00 am to 2 pm-Senior Clean-up

May 19th- 10:00 am to 3:00 pm-The 3rd Annual Sullivan County Youth Book Festival is being held at the Ethelbert B. Crawford Public Library located at 479 Broadway in Monticello. There will be Door Prizes, a Musical Guest, Face Painting & Crafting in addition to a Character Meet and Greet.

Managers' Report

Post office requesting rental space for vehicles- Mr. Snowden reported that he received a proposal from the Post Office on Broadway to rent some parking spaces in the Parking Lot behind the DeFillipis Bakery. I have gone over the proposal, but I have referred it to Special Counsel, Mr. Sussman because the amount that they are offering to pay, is set and does not increase and they would like a 10 year contract and with the current state of the Village, the monies obtained can repave an maintain that parking lot, so we need to make it feasible for all interested parties.

Synergy Located on Pleasant Street where the old Stewarts used to be will be hosting an event on June 1st, 2024 all day at their facility. It is open to the Public and the Community.

We are looking at possibly \$450,000.00 coming in CHIPS monies which would be a great help to the Village, as we see, we have many roads that need to be paved and so forth.

We met with our Insurance Company, The Reis Group, Owen McKane came up with some of his colleagues. The Village's Liability insurance went down \$117,000.00. We are looking to budget between \$650,000.00 -\$700,000.00 to be safe in the 24-25 budget year. Hopefully, due to a lot of the issues sited being corrected, that will be a huge help in getting a lower amount.

I will be having a meeting next week with the USDA to discuss our Water Grant, as far as I know, we still have not completed the three necessary years of 21,22, & 23 to get out bonding in place, so farther down the agenda, we need to do an RFP to get an auditing firm to do those. Being that Cooper Arias completed our bank Recs and AFR's they can't do our audit, so we are looking to

get those done at a decent rate.

I will be having a meeting with the Monticello Housing Authority on this coming Monday at 4:30 pm to discuss some issues they are having and seeing how we can work cohesively together.

Anthony Dworetsky, our former DPW Superintendent that went to Fallsburg will be helping up get our parking lot paved through in-kind services. That is a big item on our list of liability, so we are grateful that his team at Fallsburg will be assisting us with that. There is also an add-on agreement that the Board will have to vote on at the end of this meeting.

I am continuing to work with Jill Weyer and our people here in the Village along with the Engineer for the Splash Pad. We are hoping to get that installed next month, we finally got that on track and there are just a few more things that we have to prepare and get finished before it's installed.

I have been working closely with the Building Department, trying to get things straightened out and figure out where we are, there were 286 violations completed. Also the State completed their review and we are in full compliance and they also made me aware that the calls they received came from employees and a former employee.

I am working daily with the Clerk, trying to get things straight, there is so much that went untouched since my termination in July of last year, we have a budget coming up that we are trying to prepare for and constantly finding stuff that was done incorrectly or just not touched at all, so our hands are full, but we are up for the tasks.

Resolution authorizing payment of the Village Bills in the amount of \$ 254,118.27

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

Resolution authorizing payment to R.M. Headlee Valves and Controls in the amount of \$2,186.00 for the purchase of a MS 5 control unit Electric Actuator for the Sewer Department from app#G.1940.400 (Sewer Reserved Project). Current account balance before expense is \$67,791.89

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

Resolution authorizing payment to TK Elevator Corp in the amount of \$4,167.60 for the service to the elevator from two appropriations, app#A1620.424(Buildings & Grounds-Elevator) \$2,797.20 and app#A1620.203(Buildings & Grounds-Village Hall) \$1,370.40. Account balances after expenses is \$202.80 & \$11,788.44 respectively

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

Resolutions authorizing the Village Manager to apply for grants made available by state and county for youth programming and construction of a new swimming pool;

A motion was made by Trustee Hutchins with a second by Trustee Jenkins. Upon the call of the

roll, all present were in favor.

Resolution authorizing the Village Manager and Special Counsel to develop and present local law increasing protections of tenants within 30 days

A motion was made by Trustee Hutchins with a second by Trustee Jenkins.

Mr. Sussman made everyone aware the in the NYS Budget that was passed, provisions were written in to allow municipalities to write their own laws to protect tenant's rights and laws governing the eviction process. This resolution authorizes myself and the Village Manager to begin talks on what we want these laws to look like for the village of Monticello and what will be best for the residents and landlords in the area, especially due to the current housing crisis that is plaguing this area.

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

Resolutions renewing the Forensic Audit to resume and to include August 1, 2019-July 31, 2024 information to be audited be at the discretion of the Village Manager and the Village Board and to authorize payment in the amount of \$15,000.00

A motion was made by Trustee Hutchins with a second by Trustee Jenkins.

Mr. Sussman stated that he spoke with the auditors that began the initial Forensic audit and due to the lack of cooperation of the prior Board, they were not able to complete the audit and give the Village a clean bill of health perse. So, they are willing to come back and finish what they started and are also willing to add some other parts to the audit under the guise of the Board and Village Manager for an additional cost of course, which I think is well worth it, so that the Village can finally know where it stands and can take the necessary steps forward, whatever those steps may be.

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

Resolution authorizing payment to North Jersey Pump and Controls LLC in the amount of \$1,180.00 for a Blue Ribbon Birdcage Transducer for the Sewer Department from app#G.8130.421(Treatment/Disposal-Repair Maintenance). Account balance before expense is \$9,668.8

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

Resolution authorizing all employees including the Police Department to utilize a time clock for proper time keeping practices with ADP Time Tracking System

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

Resolution authorizing all White Collar Workers to punch in & out for lunch breaks

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

Resolution authorizing an RFP in search of an Accounting firm to audit the Village of Monticello for fiscal years of 2021, 2022 & 2023 and setting a response date for Friday, May 31st, 2024 at 2:00pm

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

Resolution rescinding the DeHoyos Park Dumping Permit and removing the fee from Chapter A290 of the Village Fee Schedule and returning the fee for any and all renewals effective immediately

A motion was made by Trustee Hutchins with a second by Trustee Jenkins to Table this item until the next meeting. Upon the call of the roll, all present were in favor.

Add-Ons:

1. **Resolution authorizing a Shared Services Agreement with the Town of Fallsburg for the paving of Village Hall parking lot and authorizing the Village Special Counsel to draw up an agreement that is feasible and fair for all parties involved**

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

2. **Resolution approving the Settlement Agreement with James Snowden in regards to his unlawful termination in July of 2023 in the amount of \$110,000.00**

A motion was made by Trustee Hutchins with a second by Trustee Jenkins.

Mr. Sussman made everyone aware that he was recused from the matter as he was Special Counsel prior to Mr. Snowden's termination and therefore could not be part of this, but it went through mediation and Mayor Massey was involved and I think it was properly handled by all parties, Mr. Snowden is aware that his settlement will be paid out in payments as with the current state of the Villages financials, a lump sum payment is not feasible at this moment.

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

3. **Resolution of the Board of Trustee's authorizing the Village Manager and Mayor to negotiate a rate not to exceed \$2,000.00 with the Village Clerk for additional Human Resources and Payroll Services that are not currently in her job scope in the Village**

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

Darius Rodgers June 15th, 2024 Basketball Tournament- he stated that that he will be hosting his tournament on June 15th, 2024 for the local brands and entrepreneurs in this local area. Things are moving forward and teams are coming together, we are also getting vendors together that will be selling food and other items. All of this will take place in the basketball courts between the Government Center and Broadway behind the TSC. Others were with him and discussed painting the basketball court for the event, stated that doing things of that sort bring life and unity in the community. Stated that they have done other events like this in other areas and it was not

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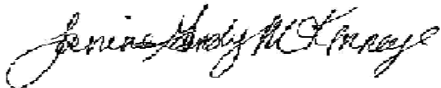
tagged with graffiti or anything as it is respected as art.

A motion was made by Trustee Hutchins with a second by Trustee Jenkins to allow the artist to paint the basketball courts for the event with the approval of the design by the board of Trustees. Upon the call of the roll, all present were in favor.

Adjournment

A motion was made by Trustee Hutchins with a second by Trustee Davis to adjourn the meeting at 7:40pm. Upon the call of the roll, all present were in favor.

Submitted by:

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

Janine Gandy-McKinney, Village Clerk