



Village of Harriman

1 Church Street
Harriman, New York 10926
TEL: (845) 783-4421
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VILLAGE BOARD MEETING January 11, 2022

7:00PM – AUDIT BILLS
7:30PM – REGULAR MEETING

AGENDA

- 1. ROLL CALL – PLEDGE OF ALLEGIANCE**
- 2. APPROVAL OF MINUTES – December 14, 2021**
- 3. INFORMATIONAL ITEMS**
- 4. DEPARTMENT REPORTS**
- 5. VILLAGE ELECTION RESOLUTION**
- 6. VILLAGE ELECTION POLLING WORKERS/MACHINE OPERATORS**
- 7. BUILDING INSPECTOR HRLY RATE CHANGE**
- 8. PROBATION RELEASE – OFC. HAHNE**
- 9. APPOINT PART-TIME DEPUTY CLERK**
- 10. DPW TRAINING REQUEST**
- 11. EMPLOYEE HANDBOOK AMENDMENT 2022-01**
- 12. WATER REQUESTS a) 333 b) 444**
- 13. SET PUBLIC HEARING DATE – REPEAL LL #2021-06**
- 14. SET PUBLIC HEARING DATE – TAX CAP OVERRIDE**
- 15. SCHEDULE BUDGET WORKSHOP DATES – 02/22 and 03/01**
- 16. BUDGET ADJUSTMENTS AND TRANSFERS**
- 17. ATTORNEY COMMENT**
- 18. PUBLIC COMMENT**
- 19. POSSIBLE MOTION TO ENTER EXECUTIVE SESSION**

UPCOMING MEETING DATES:

PLANNING BOARD MEETING:	January 24, 2022
ZONING BOARD OF APPEALS MEETING:	February 2, 2022
VILLAGE BOARD MEETING:	February 8, 2022

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7:00pm – Audit Bills
7:30pm – Regular Meeting

REGULAR MEETING

Mayor went over the Village Guidelines for in person meetings.

ROLL CALL

Mayor Lou Medina, Deputy Mayor Carol Schneider, Trustee Bruce Chichester, Trustee Sandra Daly, Trustee Wayne Mitchell, Village Clerk Jane Leake, Chief, Patrick Tenaglia and Village Attorney, Dave Darwin

ABSENT DPW Superintendent, Kyle Livsey

The Mayor asked everyone to stand for the Pledge of Allegiance.

APPROVAL OF MINUTES

Mayor asked if there are any changes or corrections to the minutes of December 14, 2021, Regular Board Meeting?

MOTION was made by Trustee Chichester to accept the minutes of December 14, 2021, Regular Board Meeting.

SECOND was made by Deputy Mayor Schneider

AYE: Trustee Daly	NAY:
Deputy Mayor Schneider	NONE
Trustee Chichester	
Trustee Mitchell	

INFORMATIONAL ITEMS

This evening's bills were audited:

Trust & Agency	\$	98.46
General Fund	\$	68,367.35
Water Fund	\$	49,977.34
Engineering Fees	\$	5,793.95

- Up Coming Meeting Dates:
 - Planning Board – January 24, 2022
 - Zoning Board of Appeals – February 2, 2022
 - Village Board – February 8, 2022
- Village Office hours remain 8am – 4pm and by appointment from 7-8am. Phone numbers and contact information can be found on the Village Website at villageofharriman.org.
- There is a lockbox outside the Village Hall Entrance for dropping off water payments or any other correspondence for Village Hall Staff. However, we do ask that you please do not leave cash. The outside drop box is emptied on a regular basis.
- Residence and the public can sign up on the Village Website to receive email alerts about general village, community information or information regarding water billing dates.

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- Our water customers can also pay water bills online at the villageofharriman.org website.
- We do have one alternate position opening on the Planning Board and one vacancy on the Zoning Board. Anyone interested please submit a letter or intent to the Village Clerk or contact me directly.
- There is no on street parking from November 1, 2021 through April 1, 2022, from 11pm-6am and no on street parking during any snow events until the snow has been totally removed from the roads.
- This past Friday, January 7, 2022 we had a closing, finally, on the 4 South Main property that the Board has been working on for several years now. That came to fruition this past Friday.
- The digital water meter upgrade project initiative started last month to upgrade water customer meters with digital meters. We have made approximately 130 appointments with sixty meters upgraded to date and we anticipate sending out a second notice in the February quarterly water bills to schedule and complete more of the upgrades.
- I met with the Greater Monroe Commerce and the Town and Village of Monroe to begin the planning for the 2022 Clean Sweep. We anticipate it to be held Saturday, April 23, 2022. More information to follow as planning continues, but we kicked off the meeting this week.
- Agenda Additions: Item 12 c) Water Accounts 22

DEPARTMENT REPORTS

Treasurer Report – see attached report

DPW – see attached report

Police Department – see attached report – Funds \$15.00

Water Account Adjustments – see attached report

Court Reports – see attached report December \$14,636.00 November \$12,605.00

Building Department – see attached report

\$ 150.00	3 Building Permits
40.00	1 Fire Safety Inspection
450.00	3 Violation Searches
<u>50.00</u>	1 Building Permit Extension
\$ 690.00	

VILLAGE ELECTION RESOLUTION

Mayor stated this is a resolution to establish the polling place for the Village's General Election scheduled for March 15, 2022 from 12 – 9pm.

MOTION was made by Trustee Mitchell to accept the Village General Election Resolution for March 15, 2022 from 12 – 9pm.

SECOND was made by Trustee Chichester

AYE: Trustee Daly

Trustee Mitchell

Trustee Chichester

Deputy Mayor Schneider

NAY:

NONE

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VILLAGE ELECTION POLLING WORKERS/MACHINE OPERATORS

Mayor stated the Board received a letter from the Village Clerk recommending the following people to be our poll-workers and machine operators for the Village Election of March 15, 2022. In accordance with the rules of the running of Elections the Board of Trustees is required to appoint the Election Inspectors by February 3, 2022. The salaries are \$150.00.

MOTION was made by Trustee Daly to accept the Poll-workers/Machine Operators for the March 15, 2022 Election with a salary of \$150. 00.

SECOND was made by Trustee Chichester

AYE: Trustee Daly	NAY:
Trustee Mitchell	NONE
Trustee Chichester	
Deputy Mayor Schneider	

BUILDING INSPECTOR HOURLY RATE CHANGE

Mayor stated Steve Giacco was hired on July 26, 2021 and at the time of his hiring the Board had approved an hourly increase from \$24.00 to \$26.00 subject to Board approval. Steve is and has been doing a great job as the Building Inspector/Code Enforcer. I make a recommendation that his hourly rate be changed to \$26.00 effective February 3, 2022.

MOTION was made by Mayor to approve Steve Giacco, Building Inspector/Code Enforcer to an hourly rate of \$26.00 effective February 3, 2022.

SECOND was made by Deputy Mayor Schneider

AYE: Trustee Daly	NAY:
Mayor Medina	NONE
Trustee Chichester	
Deputy Mayor Schneider	
Trustee Mitchell	

Mayor continued Steve really has been an asset since he started.

PROBATION RELEASE – OFFICER HAHNE

Mayor stated the Board received a letter from Chief Tenaglia regarding Officer Curtis Hahne probation release. Mayor read letter.

MOTION was made by Trustee Chichester to approve releasing Officer Hahne from probation.

SECOND was made by Trustee Mitchell

AYE: Trustee Daly	NAY:
Trustee Mitchell	NONE
Trustee Chichester	
Deputy Mayor Schneider	

APPOINT PART-TIME DEPUTY CLERK

Mayor stated Marie Coimbra and I have been conducting interviews over the last few weeks for the vacant position of the Deputy Clerk.

MOTION was made by Mayor to appoint Maria Hunter as part-time Deputy Clerk/Deputy Registrar of Vital Statistics with an hourly salary of \$20.50, effective Thursday, January 13, 2022. As Deputy Clerk Maria will also serve as Secretary to the Building Inspector, Planning and Zoning Boards and attend the monthly meetings as required.

SECOND was made by Trustee Chichester

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AYE: Trustee Daly
Mayor Medina
Trustee Chichester
Deputy Mayor Schneider
Trustee Mitchell

NAY:
NONE

Mayor stated welcome aboard. We will do the Oath swearing on Thursday. We look forward to having you on board.

Maria replied thank you.

DPW TRAINING REQUEST

Mayor stated the Board received a training request from Kyle Livsey for he and Nick Torres to attend the Grade D Water Operator Certification Course. This is offered by W2O Operators in Portland, New York to be held on May 9 – 13, 2022 at a cost of \$550.00 per attendee and additional cost for hotel and travel accommodations. This is the same training the Board previously approved in November 2021 and unfortunately was cancelled.

MOTION was made by Trustee Daly to approve the Grade D Water Operator Certification Training Course for Kyle and Nick to attend May 9 – 13, 2022 at a cost of \$550,00 plus hotel and travel accommodations.

SECOND was made by Deputy Mayor Schneider

AYE: Trustee Daly
Trustee Mitchell
Trustee Chichester
Deputy Mayor Schneider

NAY:
NONE

EMPLOYEE HANDBOOK AMENDMENT 2022-01

Mayor stated this is an amendment to the Employee Handbook Section 704 (page 700-2) Compensation for Village Hall Staff attending Village Meetings. An inclusion of the following: **When a Part-Time Village Clerk, Deputy Village Clerk, or Building Inspector is required to attend a Village Board Meeting, Planning Board Meeting or ZBA Meeting, Court appearance or any other meeting authorized or required by the Village Board or Mayor, the employee will be paid 3 hours pay. If the Meeting exceeds 3 hours, the employee will be paid for all hours worked with no additional compensatory time.**

MOTION was made by Trustee Mitchell to approve the revision to the Employee Handbook Section 704.

SECOND was made by Deputy Mayor Schneider

AYE: Trustee Daly
Trustee Mitchell
Trustee Chichester
Deputy Mayor Schneider

NAY:
NONE

WATER ACCOUNTS

Account 333 – penalty waivers

MOTION was made by Trustee Daly to approve penalty waivers for Account 333.

SECOND was made by Trustee Chichester

AYE: Trustee Daly
Trustee Mitchell
Trustee Chichester
Deputy Mayor Schneider

NAY:
NONE

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Account 444 – penalty waivers

MOTION was made by Deputy Mayor Schneider to approve penalty waivers for Account 444.

SECOND was made by Trustee Chichester

AYE: Trustee Daly	NAY:
Trustee Mitchell	NONE
Trustee Chichester	
Deputy Mayor Schneider	

Account 22 - waivers

MOTION was made by Trustee Chichester to approve the waivers for Account 22.

SECOND was made by Trustee Daly

AYE: Trustee Daly	NAY:
Trustee Mitchell	NONE
Trustee Chichester	
Deputy Mayor Schneider	

SET PUBLIC HEARING DATE – REPEAL LL 2021-06

Mayor stated to set a Public Hearing to repeal Local Law 2021-6 for February 8, 2022, 7:20pm. The MRTA Law that we redid in December, which is now Local Law 2021-8.

MOTION was made by Trustee Chichester to approve setting a Public Hearing to repeal Local Law 2021-6 for February 8, 2022, 7:20pm.

SECOND was made by Trustee Mitchell

AYE: Trustee Daly	NAY:
Trustee Mitchell	NONE
Trustee Chichester	
Deputy Mayor Schneider	

SET PUBLIC HEARING DATE – TAX CAP OVERRIDE

Mayor stated to set a Public Hearing for the Tax Cap Override Local Law for February 8, 2022, 7:25pm.

MOTION was made by Trustee Mitchell to approve setting a Public Hearing for Local Law 2022-1 Tax Cap Override for February 8, 2022, 7:25pm.

SECOND was made by Trustee Daly

AYE: Trustee Daly	NAY:
Trustee Mitchell	NONE
Trustee Chichester	
Deputy Mayor Schneider	

SCHEDULE BUDGET WORKSHOP DATES – 02/22 & 03/01

Mayor stated setting the schedule for the Budget Workshop dates for February 22, 2022, 7pm to include the Police, Court and Building Departments and March 1, 2022, 7pm for the Highway and Water Departments.

MOTION was made by Deputy Mayor Schneider to approve setting the Budget Workshop dates of February 22, 2022, 7pm and March 1, 2022, 7pm.

SECOND was made by Trustee Mitchell

AYE: Trustee Daly	NAY:
Trustee Mitchell	NONE
Trustee Chichester	
Deputy Mayor Schneider	

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BUDGET TRANSFERS

Mayor stated the Board has received a Budget Transfer request from the Treasurer in a memo dated January 10, 2022, due to the purchase of 4 South Main Street property.

MOTION was made by Trustee Chichester to approve the Treasurers Budget Transfer request as outlined in the memo of January 10, 2022.

SECOND was made by Trustee Daly

AYE: Trustee Daly

Trustee Mitchell

Trustee Chichester

Deputy Mayor Schneider

NAY:

NONE

ATTORNEY REPORT

Attorney Darwin – you will all miss my updates on 4 South Main Street though. No other comments.

PUBLIC COMMENT – No Comments

MOTION was made by Deputy Mayor Schneider to adjourn Regular meeting at 7:52pm.

SECOND was made by Trustee Chichester

ALL IN FAVOR

Respectfully submitted by: _____
Jane Leake, Village Clerk