



Village of Harriman

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VILLAGE BOARD MEETING November 14, 2023

6:45 PM – EXECUTIVE SESSION
7:00 PM – AUDIT BILLS
7:30 PM – REGULAR MEETING

AGENDA

- 1. ROLL CALL - Pledge of Allegiance**
- 2. AUDITOR'S REPORT**
- 3. APPROVAL OF MINUTES – October 10, 2023**
- 4. INFORMATIONAL ITEMS**
- 5. DEPARTMENT REPORTS**
- 6. ENERGY BID AGREEMENT**
- 7. UNPAID VILLAGE TAXES – Re-Levy Report**
- 8. RESCIND WAIVER FOR OBSOLETE WATER METER CHARGE**
- 9. WATER CONNECTION REQUEST – Harriman Manor**
- 10. ESCROW REFUND REQUEST – Centurion Construction Group**
- 11. PARK REQUEST – a) Imam**
- 12. IMA WITH TOWN OF MONROE – Village View Estates**
- 13. AUTHORIZATION TO SIGN SITE ACCESS AGREEMENT**
- 14. AMEND INVESTMENT POLICY**
- 15. SET PUBLIC HEARING – LL 2023-5 (Double Poles)**
- 16. BUDGET TRANSFERS AND ADJUSTMENTS**
- 17. ATTORNEY COMMENT**
- 18. PUBLIC COMMENT**
- 19. EXECUTIVE SESSION – Attorney Client Privilege**

UPCOMING MEETING DATES:

PLANNING BOARD MEETING:	November 20, 2023
ZONING BOARD OF APPEALS MEETING:	December 06, 2023
VILLAGE BOARD MEETING:	December 12, 2023

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6:45 PM – EXECUTIVE SESSION
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EXCUTIVE SESSION:

The following was given by Mayor Medina:

Executive Session with Justin Wood of Nugent & Haeussler Mayor Medina opened the Executive Session at 6:45 PM

PRESENT: Mayor Medina, Deputy Mayor Schneider, Trustee Chichester, Trustee Mitchell and Justin Wood of Nugent & Haeussler

MOTION was made by Trustee Chichester to Enter into Executive Session with Justin Wood regarding the Annual Audit & Review Financial Report.

SECOND was made by Deputy Mayor Schneider
ALL IN FAVOR

MOTION was made by Trustee Mitchell to adjourn Executive Session at 7:15 PM.

SECOND was made by Trustee Chichester
ALL IN FAVOR

REGULAR MEETING:

ROLL CALL

Mayor Lou Medina, Deputy Mayor Carol Schneider, Trustee Wayne Mitchell, Trustee Bruce Chichester, Village Attorney David Darwin, Village Clerk Jane Leake

ALSO, PRESENT – Planning Board Chairperson and Historian Irma Escallier

ABSENT: Trustee Sandra Daly

The Mayor asked everyone to stand for the Pledge of Allegiance

AUDITOR'S REPORT

Justin Wood from Nugent & Haeussler PC stated for the last five years I have had the pleasure of coming down to the Village of Harriman. Every other year we do an audit or compilation. This year was an audit year. Before I get started, I want to thank Lou and all the Board for having me and having me here and all the work they have put in for this, Jane as well and Marie who is not here that does an excellent job in providing me the information for the audit. I do also want to point out that Taylor in the Justice Court Office did an excellent job this year. She is brand new. I also did an audit of the Justice Court Report and she did excellent. Being brand new she followed up with questions and everything. Really a great find there as well. Just a couple of points that I want to bring up in the Auditor's Report, which I spent about a half hour to forty-five minutes going over in detail with the Board. I won't bore anybody else here with that detail, but one thing that is important, is within our Financial Statement we give the Independent Auditor Report where we give our opinion on the Village's Financial Statements, and we have given an unmodified or otherwise known as clean opinion. It is the highest level of assurance we can give for an audit. The Village had the clean opinion highest level of assurance we can give.

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Generally, the Village is in excellent financial condition. Also, building a new Village Hall so funding that with future debt and still operating the Village effectively and being well within budget and really being financially stable.

APPROVAL OF MINUTES

Mayor asked if there are any changes or revisions to the minutes of October 10, 2023, Regular Board Meeting?

MOTION was made by Deputy Mayor Schneider to accept the minutes of October 10, 2023, Regular Board Meeting.

SECOND was made by Trustee Mitchell

AYE: Trustee Chichester
Trustee Mitchell
Deputy Mayor Schneider

INFORMATIONAL ITEMS

This evening's bills were audited:

General Fund	\$ 29,480.15
Water Fund	\$ 11,874.77
Trust & Agency	\$ 210.64
Engineering Fees	\$ 1,087.65
Capital Project	\$ 497,274.09

- Up Coming Meeting Dates:
 - Planning Board – November 20, 2023
 - Zoning Board of Appeals – December 6, 2023
 - Village Board – December 12, 2023
- Village Office hours are 8am – 4pm and by appointment from 7:00 am to 8:00 am. Phone numbers and contact information can be found on the villageofharriman.org website.
- A drop box is also available outside the Village Hall entrance for dropping off water payments for the Water Dept., or fines and tickets to be dropped off outside of normal business hours. We ask that you not leave any cash payments in the lock box.
- Residents and the public can sign up on the Village website to receive email alerts about Village information, community events, and information regarding water billing dates.
- Brush Pick up continues - we ask that you place brush, untied, at the edge of your property with the butt end facing out. Please do not place on the street and we do not accept grass clippings.
- Leaf Pick Up started last month. DPW will be picking up leaves through December 8th, weather permitting. Leaves must be at the edge of your property, not in the street or on sidewalks; and the Village does not pick up bagged leaves or leaves mixed with brush.
- A reminder that there is no on street overnight parking from November 1 through April 1 from 11pm – 6am and no on street parking during any snow events until the snow has been totally removed from the roads.
- Refuse and Recycle Collection Schedule for Thanksgiving Week – for Harriman residents in the Town of Monroe – no pickup on Thursday, November 23rd Pick up will be on Friday, November

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24th. For Harriman residents in the Town of Woodbury – refuse pick up will occur as normal on Friday, November 24th.

- Reminder the Annual New Hat and Glove Drive has started. Anyone wishing to donate new winter hats and gloves can drop them off at the Village Hall during the day between 8am and 4pm or at the Police Station after hours. We will be accepting donations until December 8th and will work with local groups to ensure they get to people in need.
- I would like to congratulate Chief Tenaglia and the Harriman Police Department for having been awarded the AAA Northeast’s Community Traffic Safety Gold Award again this year. Also, to Sgt. Matthew Clayton for having won a Traffic Safety Hero Award this year. The AAA Northeast recognizes communities that identify local traffic safety problems and then work to solve them as part of the AAA Community Traffic Safety Awards Program. Sgt. Clayton, as the Departments Traffic Safety Coordinator, received the Traffic Safety Hero Award for his continuous efforts to oversee the Village’s Traffic Safety goals. Congratulations to the Department, Sgt. Clayton and Chief Tenaglia.
- DPW Superintendent Kyle Livsey successfully passed his water license field test with the Department of Health examiner. This was the last step in achieving his “2B” and “D” Water Licensing. On behalf of the Board, I want to Congratulate Kyle on this accomplishment. I know he worked very hard toward this goal.
- New Village Hall and Police Station Update – Everything is on schedule and proceeding well. We’re seeing a lot of progress. I also have been working with Senator Skoufis and his staff to receive an additional \$145,000 grant award for the paving of the new Village Hall parking lot.
- Board Member Information Items: None

No Agenda Revisions

DEPARTMENT REPORTS

Treasurer Report – see attached report

DPW – see attached report

Police Department – see attached report - Funds \$30.00

Water Account Adjustments – see attached report

Court Reports – see attached report – October – \$32,506.00

State Report - September - \$21,717.00 Village receives \$18,665.00

Building Department – see attached report

\$ 850.00	5 Building Permits
100.00	1 Building Permit Extensions
<u>750.00</u>	3 Violation Searches
\$ 1,700.00	

ENERGY BID AGREEMENT

Mayor stated our current agreement is expiring in December. We have reached out to our Energy Resource Consultant for new bidding. This was done three weeks ago, it was a good time to lock in, so the Board has already received the Sales Agreement adjusting the price for 24 months, which was the recommendation from our Energy Consultants. The Board has previously approved this so we could lock this in on October 17th.

MOTION was made by Trustee Chichester to authorize the Mayor to sign the M & R Energy Bid Agreement for 24 months.

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SECOND was made by Trustee Mitchell

AYE: Trustee Chichester
Trustee Mitchell
Deputy Mayor Schneider

NAY:
NONE

UNPAID VILLAGE TAXES – Re-Levy Report

Mayor stated the Treasurer has received a list of the unpaid Village Taxes to be re-levied, which has been distributed to the Board. The unpaid amount in the Town of Monroe is \$31,251.47 and in the Town of Woodbury is \$9,758.06.

MOTION was made by Deputy Mayor Schneider to authorize the unpaid Village Taxes to be sent to the County for re-levy.

SECOND was made by Trustee Chichester

AYE: Trustee Chichester
Trustee Mitchell
Deputy Mayor Schneider

NAY:
NONE

RESCIND WAIVER FOR OBSOLETE WATER METER CHARGE

Mayor stated last November 2022 the Board authorized the waiving of quarterly \$30.00 Obsolete Meter Charges for fifty-three water accounts that were in progress of repairing curb boxes or entered into an agreement to defer the charge until the work would be completed. The expectation was that the curb boxes would be repaired or upgraded to the new digital meters and would happen in a timely order or soon thereafter. There remains seven water accounts that have not upgraded and have been recently notified that starting with their February 2024 billing the quarterly waiver will be revoked.

MOTION was made by Trustee Chichester to approve accessing the \$30.00 Obsolete Meter Charge on the seven accounts, effective with the February 2024 water bill for the following accounts: 51-0, 88-0, 320-0, 415-0, 421-0, 426-0, and 699-0.

SECOND was made by Trustee Mitchell

AYE: Trustee Chichester
Trustee Mitchell
Deputy Mayor Schneider – Abstained
Mayor Medina

NAY:
NONE

WATER CONNECTION REQUEST – Harriman Manor

Mayor stated the Board received a letter dated October 30, 2023, regarding the Harriman Manor Apartments project, which is currently before the Planning Board. They submitted plans for a proposed 48-unit apartment complex consisting of two buildings with 24 units in each building. The project is to be constructed along Route 17M on tax parcels 102-4-10 and 102-4-11. Having a total area of approximately 3.84 acres. This request is for a Will Serve Letter for water connections. All tap in fees and capital contributions will be collected prior to actual connection along with any water agreements which is still to be completed and signed by the applicants. This is only to provide at this time for the applicant's application before the Planning Board.

MOTION was made by Trustee Mitchell to authorize the Mayor to sign the Will Serve Letter for the Harriman Manor Apartments proposed project.

SECOND was made by Trustee Chichester

AYE: Trustee Chichester
Trustee Mitchell
Deputy Mayor Schneider

NAY:
NONE

ESCROW REFUND REQUEST – Centurion Construction Group

Mayor stated the Board received a request from the Deputy Clerk for Centurion Construction Group LLC requesting the return of the following escrow accounts for \$5,500.00 and a second account for \$1,000.00.

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We have received an all satisfaction completed work from the DPW Superintendent and Building Inspector as well.

MOTION was made by Trustee Chichester to authorize the remaining refunds to be returned to Centurion Construction Group LLC.

SECOND was made by Deputy Mayor Schneider

AYE: Trustee Chichester
Trustee Mitchell
Deputy Mayor Schneider

NAY: NONE

PARK REQUEST

Imam – refund request

LACK OF MOTION - Denied

Mayor stated our application does state that it is a non-refundable rain or shine policy for the applications.

IMA WITH TOWN OF MONROE – Village View Estates

Mayor stated as the Board is aware this is for the project that has been in plan development for many, many years. They are at a point where they are requesting that we create this Inter-Municipal Agreement between the Town of Monroe and the Village of Harriman for the subdivision that is within the Village of Harriman and this agreement is for maintenance of an access road into that development, which is in the Village, but the access road is within the Town of Monroe. This will authorize the maintenance and snow plowing of that road. There are additional terms that were added since we first introduced this IMA to the Board. It now includes language that states that this shall only commence upon the receipt to the Village a written notice from the Town that construction of the Town road has been completed and the Offer of Dedication of the Town road has been accepted by the Village.

MOTION was made by Deputy Mayor Schneider to authorize the Mayor to sign the Inter-Municipal Agreement with the Town of Monroe for Village View Estates based upon the terms.

SECOND was made by Trustee Mitchell

AYE: Trustee Chichester
Trustee Mitchell
Deputy Mayor Schneider

NAY: NONE

AUTHORIZATION TO SIGN SITE ACCESS AGREEMENT

Mayor stated this is similar to an agreement that was done in 2021, extended in 2022 and they are requesting that it not be extended but a new license Site Access Agreement with Anchor QEA for monitoring and sampling wells.

MOTION was made by Deputy Mayor Schneider to authorize the Mayor to sign the Site Access Agreement with Anchor QEA.

SECOND was made by Trustee Chichester

AYE: Trustee Chichester
Trustee Mitchell
Deputy Mayor Schneider

NAY: NONE

AMEND INVESTMENT POLICY

Mayor stated this is an amendment to the Investment Policy to include the recently added new depository NYCLASS as a designated depository for the Village that the Board approved.

MOTION was made by Trustee Chichester to authorize amending the Investment Policy to add the new depository NYCLASS as a depository.

SECOND was made by Trustee Mitchell

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AYE: Trustee Chichester
Trustee Mitchell
Deputy Mayor Schneider

NAY:
NONE

SCHEDULE PUBLIC HEARING – LL 2023-05 (Double Poles)

Mayor stated this is to set a public hearing for December 12, 2023, for LL 2023-05 (Double Pole) at 7:25pm. This is for double poles (utility poles) for when a pole is taken down for damage or when a new pole is put up the second or double pole is usually not taken down in a timely manner. So, we are proposing a Local Law concerning this matter.

MOTION was made by Deputy Mayor Schneider to approve scheduling to LL 2023-05 Public Hearing for December 12, 2023 at 7:25pm.

SECOND was made by Trustee Chichester

AYE: Trustee Chichester
Trustee Mitchell
Deputy Mayor Schneider

NAY:
NONE

BUDGET TRANSFERS AND ADJUSTMENTS

Mayor stated the Board has received a Budget Transfers and Adjustments request from the Treasurer dated November 8, 2023. Mayor read the memo.

MOTION was made by Trustee Mitchell to approve the Budget Transfers and Adjustments that are outlined in the Treasurer's memo of November 8, 2023.

SECOND was made by Deputy Mayor Schneider

AYE: Trustee Chichester
Trustee Mitchell
Deputy Mayor Schneider

NAY:
NONE

ATTORNEY COMMENT

Attorney Dave Darwin stated I don't have any comment unless the Board has questions, they would like to ask me.

PUBLIC COMMENT

Mr. Kelly – Oxford – What is the Energy Bid Agreement?

Mayor replied on a regular basis for 12 months, 24 months depending on where prices are we lock in as a Village on certain rates. Last time we locked it will be expiring December of this year. So, our Energy Consultant will go out and see what prices are like. She is doing it all year long and she contacted me in September to say prices are going down. We should start thinking about locking in now and not waiting until December. So, a couple of weeks later we were seeing some numbers and we could lock that rate in. So that is the rate the Village will pay.

Mr. Kelly stated for the next two years no matter what will happen?

Mayor replied correct.

Mr. Kelly you mention the Departments. The Court, have you kept track of the difference between the new Judge coming on and the percentage increase toward the return for the Village verses what previously was?

Mayor replied very much so. I do a complete analysis every month and it is much better.

Mr. Kelly stated a sizable amount of money coming in then previously.

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Mayor replied much better and our expenses are less too.

Mr. Kelly stated that is because you have the new young lady who is doing a great job. I have to say you guys are doing a great job picking up the leaves. They really are. They seem to be there all the time. All the leaves are there all the time too. I have to say one other thing, I don't know if you realized this Election how many signs were on the roads. Two days after the Election the signs were all gone. Somebody took them. The only sign left was the thank you sign by the restaurant (Kavos) there. There was a ton of signs, you couldn't believe there were so many signs and there all gone. So, I have to say people do pick up their garbage after they leave.

MOTION was made by Trustee Chichester to Enter into Executive Session for Attorney Client Privilege discussion.

SECOND by Deputy Mayor Schneider
ALL IN FAVOR

At this time, the Village Clerk was excused from the meeting.

The following was given by Mayor Medina:

Executive Session with David Darwin, Esq.

MOTION was made by Trustee Mitchell to adjourn Executive Session and return to the Regular Meeting

SECOND was made by Trustee Chichester
ALL IN FAVOR

MOTION was made by Deputy Mayor Schneider to adjourn the Regular meeting at 8:15pm.

SECOND was made by Trustee Chichester
ALL IN FAVOR

Respectfully submitted by: _____

Jane Leake, Village Clerk