

**Village of Walden Board of Trustees
Regular Meeting
October 12, 2010
Motions and Resolutions**

Village Historian application for grant

Trustee Bowen made a motion to allow the Village Historian's application for a grant for mapping. It was seconded by Trustee Leonard. All ayes. Motion carried.

Village Garbage Contract

Trustee Penney made a motion for Kevin to coordinate the RFP for the garbage contract. Seconded by Trustee Leonard. All ayes. Motion carried.

Surplus Former DPW Truck 11

Trustee Norman made a motion to surplus Former DPW Truck 11 with a minimum bid of \$3500. Seconded by Trustee Rumbold. All ayes. Motion carried.

Approval of road closures for Christmas on Main Street WBA Event

Trustee Bowen made the motion to approve the road closures for Christmas on Main Street. Trustee Leonard seconded. All ayes. Motion carried.

Approval of work on Water Works Buildings

Trustee Leonard made a motion to accept the bid for Cherry Street Water Works buildings for \$22000. Seconded by Trustee Penney. All ayes. Motion carried.

Trustee Norman made a motion to accept the bid for well buildings 4, 5, 6 & 7 for \$19,575. Seconded by Trustee Rumbold. All ayes. Motion carried.

Appointment of Deputy Registrar and Sub Registrar

Trustee Hurd made a motion to appoint Deputy Treasurer, Lauren Correa, Deputy Registrar. Trustee Rumbold seconded. All ayes. Motion carried.

Trustee Norman made a motion to appoint the Village Clerk, Lori Pinckney, Sub Registrar. Trustee Bowen seconded. All ayes. Motion carried.

Trustee Hurd made a motion to appoint the Treasurer, Diana Chang, Sub Registrar. Seconded by Trustee Rumbold. All ayes. Motion carried.

Approval of Minutes

Trustee Norman moved to adopt the minutes of Sept 14, 2010. Seconded by Trustee Bowen. All ayes. Minutes adopted.

Payment of the Audited Bills

Trustee Hurd made a motion to pay the audited bills. Trustee Penney seconded. All Ayes. Motion carried.

Executive Session

Trustee Leonard moved to hold an Executive Session to discuss 105(f) Personnel, Village Manager, DPW. Seconded by Trustee Penney. All ayes. Motion carried.

Trustee Norman moved to reconvene the regular meeting. Trustee Penney seconded. All ayes. Meeting convened.

Adjournment

Trustee Norman moved to adjourn. Seconded by Trustee Bowen. All ayes. Meeting adjourned.

**Village of Walden
Board of Trustees Meeting
October 12,2010**

Mayor Brian Maher called the regular meeting of the Village of Walden Board of Trustees to order at 6:30pm.

On roll call the following were:

Present:	Mayor	Brian Maher
	Deputy Mayor	Sue Rumbold
	Trustees	Midge Norman
		Richard Hurd
		Edmund Leonard
		Bernard Bowen
		Randi Lee Penney

Absent: Kevin Dowd, Village Attorney

Also Present: John Revella, Village Manager
Lori Pinckney, Village Clerk

Presentation – Village Website

Rod Freeman from Small Biz Up – presented suggestions and recommendations for the Village Website.

- Promote Walden: for new residents and businesses
- Timely updates
- Value – cost effective

3 Main Categories for businesses and residents

- 1) Work
- 2) Live
- 3) Enjoy

Website should provide: News and Announcements, Events and Meetings, Ways to interact with residents via email notifications, or text alerts, facebook , and an opportunity for residents to submit service requests, and possibly offer online payments for garbage, water. No spam.

Mayor Maher commented that it looks very user friendly and likes the service requests feature.

Trustee Bowen asked how do set up to receive payments.

Rod indicated the Village would have to set up a merchant account and there are companies that will do that for you.

Manager Revella indicated that he is meeting with a company named BAS that does such for the County.

Rod indicated that the maintenance on the new website is guaranteed. If content is not updated in a timely matter than the Village doesn't pay. He stated other considerations for the website include: maps of the downtown area that indicate parking, there is an opportunity for advertising, and tracking users/visitors and which pages they are using.

Trustee Bowen asked how many staff and number of clients Small Biz Up has. He asked for reference letters.

Rod indicated he is the only staff and he has 6 fully on board clients. Reference letters are in proposal.

Jessica Metzger asked about business insurance and recommended the Board be listed as an additionally insured.

Rod stated he is a LLC and has insurance; it would not be a problem.

Trustee Hurd asked about web-cams.

Rod indicated that is a possibility, but it would be costly.

Mary Ellen Matise asked about links to other pages from our website; will they be continued. Our website will provide a direct link to other websites.

Mayor Maher indicated that yes that would be continued.

David Sperry asked about the cost, and initial setup and a maintenance fee.

Rod stated the design cost would be a one time fee of \$2450, there would be a hosting fee of \$50 per month or \$500 per year and maintenance would be as low as \$25 per hour depending on the package needed.

Trustee Bowen asked about training village personnel.

Rod indicated that would be part of the maintenance fee.

David asked why the police department has their own website. He asked who pays for it and can we consolidate them. How long does it take to upload minutes?

Mayor Maher believes there is a village budget that pays for Police Dept website. There is also a website for the Recreation Dept. He indicated he will look into consolidating those websites.

Rod indicated it would only take minutes to upload a PDF file for meeting minutes.

Cognition Media – Kristen & Joe Casabona – presented redesign of Village website. They will provide:

CMS – Content Management Systems which allows various users to access and update the website. Their proposal includes the following features for the website: calendar, blogs, announcements, events, minutes, news, photo gallery, emergency notifications and social media like facebook or twitter. Each department of the Village will have their own page. The website will be safe and secure from hackers as well as allowing different security settings for the different users. It'll be cost-effective – using CMS allows Village personnel to make changes and perform updates, there is no need to wait for Cognition Media for updates. There are no monthly fees for content changes.

Trustee Bowen asked about Cognition Media's client list.

Joe indicated he's been a freelance web developer for 8 years but Cognition Media's been around for about a year. Currently have over 100 clients.

Mayor Maher asked if they have any large clients, like the Village.

Joe stated yes, they have a large social network user and John S. Burke School.

Trustee Leonard asked if Cognition Media was a franchise.

Joe and Kristen both stated that no, they have any office in New Windsor.

Mayor Maher asked for them to explain the costs in the proposal.

Kristen and Joe provided the following explanations of the costs:

Hosting Configuration and Setup – includes installing all the databases, software and features of the website, configure the hosting so the site doesn't crash: \$300

CMS Installation and Configuration – customizing Word Press, adding photo gallery and adding the calendar and all the programming. \$3200

Custom Layout and Design – Visual design of the website. \$2500

Load and Transfer Content – Input of the initial website content: home page, department pages, calendar and photo gallery. \$1350

System Administrator Training – Training session for Village of Walden personnel. \$550
Includes several hours of training, estimated 2-3 hours for 5-6 people.

One time cost: \$7900

Additional service charges include hosting, 99% uptime so the site won't crash. \$240/year

Future Changes – addition of new pages or design changes, technical changes. \$ 75/hr
(billed every 30 minutes)

Trustee Bowen asked about insurance and if the prices are set in stone.

Kristen stated yes they have insurance through Hartford Insurance, which includes data recovery, errors and omissions.

Joe stated the prices were negotiable.

Steve Flickenschild asked about CMS and Word Press. If there was an error with the software, whose time and money would it be to correct.

Joe indicated that Word Press is an open source software, meaning it's a community effort. Word Press is kept up-to-date, it's been around for 9 years and a very solid software. If there were a bug in the software, then it would be Cognition Media's responsibility.

Village Manager's Report

- Tennis court rehab is completed and will be usable at end of week
- Roof is shingled and near complete
- Telemetry work is nearly done
- Continuing with catch basin cleaning and repairs
- Orange County Water Authority contractor came out and checked for leaks
- Sewer Main issues: Force main on Ivy Hill Rd, possibly caused by vibration rolling while paving or too much material taken during reclamation process.
- Received bids for well roofs and Cherry St repairs
- Received a recommendation from Hearing Officer regarding DPW personnel
- Been returning scrap metal
- Brian & Manager met with accountants regarding state audits
- Met with Marshall & Sterling regarding health insurance. A presentation will be given to PBA first, then CSEA, then the Board. Potential savings of \$250,000.
- Sewer plant work should begin first week in November. Bond was closed. Working to replenish the initial bond.
- Received a notice from Maurice Hinchey's office regarding funding available to help housing for female veterans at the old senior center on Ulster Ave. They've secured \$575,000 for renovations and a vehicle for transportation. Will need zoning changes. RECAP will oversee the project.
- Village Historian needs board approval to get grant money; \$400

Mary Ellen Matise stated Orange County Historian Club makes money available to the Municipal Historians for maps of the Village. We can apply for the \$400 matching funds. Need Board approval to submit it to Ted Sly.

Trustee Leonard stated there was some mapping done about 2 or 3 years ago related to the canals off the Wallkill River.

Trustee Bowen made a motion to allow the Village Historian's application for a grant for mapping. It was seconded by Trustee Leonard. All ayes. Motion carried.

Trustee Hurd inquired about the request for the state audit and giving our new staff time before the audit.

Manager Revella stated he feels the state auditors might actually help the new staff.

Trustee Bowen asked about an expected time for them to come.

Manager Revella stated we don't have a time yet.

Trustee Rumbold asked about the break on Walker Street. She asked if we are updating maps when we have these breaks.

Manager Revella indicated that yes, it is all documented and with pictures.

Trustee Rumbold asked about the roof.

Manager Revella indicated that the roofers need to finish the drip edge and a gutter, plus they need to clean. The bill is not paid yet.

Trustee Rumbold asked about the road paving. She asked if the Engineers check the depth of the reclamation. There was an issue on Ivy Hill when it was paved and the Engineers said everything was okay, but evidently that's not the case.

Manager Revella stated yes, they recommend how much to reclaim. One of the problems was the depth of reclamation and the other part of the issue was the vibratory rolling instead of static rolling. It's a choice which rolling is done and static rolling will be used on any road that has pipes on.

Trustee Rumbold asked how we are doing with the water meters.

Manager Revella indicated some are on order; they take 6-8 weeks to come in. We are scheduling Squire Village and Thruway as the next two. They are both pit meters and our employees will coordinate with them and inspect them. Our employees don't go in the pits. AMPAC is done and is one of our largest users. The school needs to be updated and it has to be done on a non-school day.

Trustee Rumbold asked if we are on track for the consent order for the sewer plant.

Manager Revella indicated yes, as long as they can start in November and get some concrete done before the winter. We have to be done by June 1st with an anticipated end date of April.

Trustee Leonard asked about the status of Fluoridation coming back online.

Manager Revella indicated we have an estimate; we just need to find the money to pay for it. We are over-budget in water. We need some kind of policy regarding shut offs. Notice was supposed to be sent with the bill.

Trustee Rumbold asked if the Village has a responsibility to tell residents that children under one should not be drinking the water, per the ADA.

Mayor Maher indicated he does not believe that is true. He will provide information at the next meeting.

Trustee Leonard asked about the large commercial users of the water and could they be billed monthly.

Manager Revella indicated that could be a possibility now that meters are read remotely.

Trustee Penney asked about the residence on Capron Street and can we call Waste Management to have them pick up garbage.

Manager Revella indicated there is a warrant for the owner's arrest.

Trustee Rumbold asked that because the problem is outside, it means you can't go inside that building.

Manager Revella indicated a resident would have to make a complaint to get inside.

Mayor Maher indicated that the building inspector can only get in every 2 years and it must be coordinated with the owner.

Manager Revella commented regarding Beazer homes. There was an issue with a sewer line repair. They dug up the line to find that a repair had been done in the past and an oblong pipe was used instead of a circular pipe. It is believed this was done because NYSEG has a gas line within inches of our sewer line. It may cause an issue in the future, but currently it is working properly.

Trustee Leonard asked if this was on Evergreen.

Manager Revella indicated he believed so. If we don't have NYSEG fix it now, it'll be our problem in the future.

Mayor Maher asked if it is something they foresee to be a problem, because of the shape of the pipe.

Manager Revella stated they don't believe it will be a problem but it's always a possibility. If they can't get NYSEG to move the gas main then they will have to lower the line and that will change the pitch enough that they have to reset the manholes up the line and if we have to do that, it will be a very large expense.

Trustee Bowen stated he spoke with a gentleman out there yesterday, Harry and he indicated everything was going to be fine.

Mayor Maher asked what the risk was and timeline.

Trustee Hurd asked if there was a downside to us, if we say fix it.

Manager Revella stated the only downside to us is if we go to fix it and it's a large fix, it may push back the timeframe in which they can complete the project. It can be fixed in a matter of days.

Trustee Bowen asked if Dean is overseeing the project.

Manager Revella answered that he is overseeing parts of it and our Engineering firm is overseeing the entire project.

Trustee Rumbold asked who looked at the repair.

Manager Revella indicated that our Engineers were not there; it could have been NYSEG.

Trustee Leonard stated that Stantec was the Engineer at the time.

Trustee Rumbold stated if you want a recommendation – fix it.

Mayor Maher spoke with the Engineer asking for a memo with a recommendation to the Board. He felt it was vague. He polled the Board for their recommendations. All indicated to fix it.

Public Comments

Mayor Maher commented about a time limit for public comment. Some municipality's have a 5 minute limit. He doesn't want to impose time limits but asked that people only get up one time per session.

Jessica Metzger, Gracewood Court, thanked everyone on the committee for the Harvest Festival. She specifically thanked Trustee Leonard on bringing up the question about the floor. How much funding is needed to put it back in. In a previous meeting a \$10,000 figure was mentioned. Regarding Beazer, she feels the Village shouldn't assume a 1% risk, especially if we can't find money to put fluoride back in the water. Do it. Regarding the Village Wide yard sale, she asked if it can be posted on Craigslist. Regarding the website, she suggested making sure we get Certificates of Insurance with the Village named Additionally Insured. Web Insurance is very hard to get and commented the Hartford has a strong IT Policy and that was appealing on the presentation. Regarding the Alfred Place park, she asked what was going on with the basketball hoop. Can we get a Board decision to just put up a basketball net, it has been more than 3 months for this decision.

Manager Revella responded regarding the floor that we need to get an estimate first. The Engineers mentioned the \$10000, not the contractor. He responded regarding the Village Wide yard sale and will get it posted to Craigslist. He agreed regarding the Certificates of Insurance. Regarding the basketball hoop, he indicated they are waiting for a recommendation from the park committee.

Mayor Maher stated the park committee is meeting this month. It's not a simple decision by the Board, it has to go to the park committee.

Becky Pearson, 167 Walnut St, stated she liked the website presentations. She would like to see more of that. She agreed that the police department and recreation department should all be combined in one website to save costs. She commented regarding the garbage contract that there hasn't been discussion. She asked if the taxpayers pay for the Village employees to be Rotary members and how much does it cost. She doesn't feel the taxpayers should be paying for it; maybe only 1 person. In regards to the Bid Award for water works buildings, she asked if that was for the gutters and stuff. Regarding the state audit, she asked how far back do they go. Regarding Ms. Glass' property, she asked if there is any recourse. The factor on all the cases is the Engineering firm that we hired. The Village shouldn't spend any money on it. She commented that the Board needs to determine recourse for the previous Engineering firm that represented the Village. Sue them and get money back, they didn't do their job. Regarding the inspections, she agrees that inspections need to be done when the ground is dug up and it gets recovered.

Mayor Maher indicated he's going to find out the costs of the police dept and the recreation dept websites. He responded regarding the Rotary members, yes the taxpayer's pay for it and there are three members. He asked regarding the inspections, if Becky was talking present or past tense, because this has been cleared up, at least as long as he's been here.

Manager Revella stated he discussed with both presenters about having the police and recreation departments having their own pages on the Village's website. He responded regarding the garbage contracts that the Board is going to take action and put it out to proposal. The cost for the Rotary members is \$625. Regarding the question about the bid award, he stated it's for Cherry Street and for well 4, 5, 6 & 7 roofs and windows. Regarding the state audit, he indicated he is not sure how far back they will go. Regarding Ms. Glass' property, he indicated that the developer paid the Engineering fees and not the Village, there is a 2 year statute of limitations for professional malpractice. The Village Attorney is not present to discuss.

David Sperry, 12 Overlook Terrace, commented regarding Beazer Homes. He feels the Village shouldn't claim any responsibility. He's not sure of the codes, but he doesn't think you can cross public lines like was done. Beazer homes maybe should go after the gas company, not the Village. The Village shouldn't accept anything except what is on the code. He commented about the lights on Main Street, there are 8 lights out in the public parking lot too. He asked about the status of Anthony. He recommended there should be only 1 website for the Village and recommended combining the police and recreation dept websites into one website. He wanted to know what is happening with the slate on Ulster Avenue. He asked about the price for the retaining walls that the Village is not taking the responsibility for. He wanted to know what this is going to cost the taxpayers of the Village. He noticed the code enforcement officer has been out and if a letter was sent regarding high grass on Highland Avenue. He asked if the Village is going to cut it and send a bill. He asked about the contractor's price for cutting lawns.

Mayor Maher responded we were waiting for the UR Energy report, but since we are not waiting for that we have discussed fixing the lights.

Manager Revella answered regarding Anthony. He indicated we have a recommendation from the Judge but we are not sure if Anthony is aware of the findings, so it will not be released to the public until Anthony is notified with a certified letter. He responded regarding the slate that the Board recommended we maintain the slate that is there and use it again. He responded to the retaining wall issue by stating that the Village did not decide to put retaining walls on any property yet, it was just preliminary sketches for the project. The price of the walls will vary depending on the material that is selected, but it is not decided that the Village will even do the project. He responded about the contractor available to cut grass, he sent out an RFP, the bid was not sufficient. The bids were put out in the Record and the Wallkill Valley Times once and after it was rejected, I asked them to put it in there again.

Mary Ellen Matise, 21 Clinton Street, stated she was in Albany today with Nancy Phelps, Elementary teacher. Nancy received an award from the NYS Archives. I would like the Board to pay tribute to her in some way, since she's done a lot to educate the children and the parents about Walden in her educational program. Mary Ellen will compose a letter to the paper congratulating her. Regarding the Times Herald Record, she talked about the "Hudson Edition". She indicated she talked to Meghan and there was nothing about our meeting that Thursday in the paper. The announcement was in the metro north edition and that ends at 17k, so we don't get it. We need to advertise in both because we are on the line. She feels it's time the Board take action on this and meet with the Publisher, the paper is not serving us. She asked about inspections; there was a gas leak on her street and no one knew about it, do we need to legislate that tenants shouldn't have a gas stove, or maybe require inspections.

Mayor Maher responded regarding the newspaper that we will definitely get on it.

Business of the Board of Trustees

Action Items

1) Village Garbage Contract

Manager Revella spoke to the Village Attorney regarding the time to put out the request for garbage proposal. He asked the Board some of the content requests:

- 1, 2, or 3 year contract
- Single stream recycling
- Senior discount
- Add option if Taylor comes online
- Commercial units online and charges associated, consolidate all properties into contract.

Trustee Hurd confirmed that seniors currently have a discount, it's internal.

Mayor Maher asked if that should be mentioned in the RFP.

Trustee Hurd asked if Commercial's go online, wouldn't that require a change in law.

Manager Revella indicated yes, it would.

Trustee Rumbold asked if there are some businesses now that get Village pickup.

Manager Revella stated that no commercial properties get Village pick up; only residential up to 5 units.

Trustee Hurd stated that he feels adding the Commercial properties would delay the contract. The businesses would want to have input.

Mayor Maher recommends putting it in the RFP and we might have enough time if the RFP went out immediately. It might be an option to save the businesses money.

Manager Revella explained the difference between a commercial property and a business. There could be a business out of someone's home but it's not a commercial property. It comes down to zoning.

Trustee Rumbold indicated there are businesses that don't have room for a dumpster. Are there businesses that are granted village pick up because they don't have room for a dumpster.

Manager Revella indicated he did not know and if there are, they should be paying a commercial rate because they add to the tonnage.

Trustee Hurd asked about the single stream recycling and do all contractors have that capability. He thinks single stream recycling will add to the cost.

Manager Revella indicated he is not sure, sorting happens at the transfer station. Several residents have asked about that option. All recyclables will be collected every week.

Trustee Penney responded the cost of single stream is cheaper. There are not as many guys on the truck.

Trustee Penney made a motion for Kevin to coordinate the RFP for the garbage contract. Seconded by Trustee Leonard. All ayes. Motion carried.

2) Surplus Former DPW Truck 11 – 2000 Ford F350

Manager Revella indicated that we have a new pickup truck to replace the one the sewer was using; a minimum bid of \$3500 is recommended.

Trustee Leonard asked if it was a diesel.

Manager Revella responded yes.

Trustee Norman made a motion to surplus Former DPW Truck 11 with a minimum bid of \$3500. Seconded by Trustee Rumbold. All ayes. Motion carried.

3) Village Website

Mayor Maher stated he liked the presentations and there is much to discuss. He doesn't feel a decision needs to be made now, but maybe next meeting. We can use NYCOM as a resource, price will be an issue.

Trustee Bowen stated he thinks we should go internal. Check out police department's website and the recreation department's website, see what they cost now and could they all be interfaced into one. It's a question if the other departments want to be included in one website.

Trustee Hurd would have liked to have seen an actual website.

Manager Revella stated that Sgt Metzger maintains the police dept. website and Mike Bliss maintains the recreation dept. website. They are official websites. The one is free.

Trustee Rumbold asked if those two people are paid to maintain those websites.

Manager Revella responded that he is not sure if they do it on the clock or not.

Mayor Maher indicated it will get looked into.

4) Approval of road closures for Christmas on Main Street WBA Event

Manager Revella stated he met with Mayor Maher, Chief Holmes and the Walden Business Association to talk about the closures of the Square and Main Street from Oak St. to Bank St. There will be a Christmas Carnival with performances from various groups within the Village.

Mayor Maher stated there have been issues with closing those streets in the past. The Mayor and Manager have been working with the Chief and the DOT. The Winter Carnival and Christmas on Main Street will happen at the same time: December 4th from 3pm - 9pm. Santa will still be there at 7pm. There will be live entertainment during the afternoon; Smalling School of the Arts, Hudson Valley Conservatory and NY School of Music and we're trying to coordinate a Live Nativity. Raffle tickets are also to be sold to win gift certificates for Walden bucks that can be used at any business within the Village of Walden.

Trustee Bowen made the motion to approve the road closures for Christmas on Main Street. Trustee Leonard seconded. All ayes. Motion carried.

5) Bid Award for work on Water Works for Buildings

Manager Revella stated that low bid was from Liberty, which is same company that won the municipal roof. The bid for Cherry Street included: interior and exterior work; brickwork, windows, fixing a beam, siding on far end, fascia, interior doors and drains. \$22,000 total. It was not a public bid because it was under \$30,000, but we had several contractors bid. The other bid was for \$4,000 more and did not take prevailing wage into account.

Trustee Leonard made a motion to accept the bid for Cherry Street Water Works buildings for \$22,000. Seconded by Trustee Penney. All ayes. Motion carried.

Manager Revella stated the second bid was for work on well 4, 5, 6 and 7 buildings. It included: replacing the existing roof, putting on drip edge and felt underlay on well 7; on well 4: replacing windows, pressure treated wood frame for windows, exterior protection cages and repairs to masonry roof cap; well 5 needs new pitched roof deck, ice and snow around perimeter, access door, new roof vent, gutters, leaders and replacing two windows. Well 6

needs include: replacing existing cement coating and redoing stucco surface and fixing damaged fence around the building. Cost \$19,575

Trustee Norman made a motion to accept the bid for well buildings 4, 5, 6 & 7 for \$19,575. Seconded by Trustee Rumbold. All ayes. Motion carried.

Trustee Rumbold asked how old are the roofs and what is their life expectancy.

Manager Revella indicated that well 6 is from the 80's and the others are much older. We are using 30 year shingles.

Trustee Rumbold asked about the vermin chewing the wires.

Manager Revella stated we would have to build a house for the generator with exhaust features as well as heat to keep the vermin away from the generator. We have not contemplated the cost yet.

Trustee Rumbold asked how many times we've had to replace the wires.

Manager Revella stated only once that he knows. He indicated that we do have an exterminator that comes in once per month. The option is to enclose the generator.

6) Appointment of Deputy Registrar and Sub Registrar

Manager Revella stated the Village needs a Deputy Registrar that is a full time employee and he recommends the Deputy Village Treasurer and we need a Sub Registrar, which the part time clerk can serve as.

Trustee Hurd made a motion to appoint Deputy Treasurer, Lauren Correa, Deputy Registrar. Trustee Rumbold seconded. All ayes. Motion carried.

Trustee Norman made a motion to appoint the Village Clerk, Lori Pinckney, Sub Registrar. Trustee Bowen seconded. All ayes. Motion carried.

Trustee Hurd made a motion to appoint the Treasurer, Diana Chang, Sub Registrar. Seconded by Trustee Rumbold. All ayes. Motion carried.

Discussion Items

1) Smoking Policy in Village Parks

Mayor Maher stated there was a meeting between Manager Revella, Attorney, Kevin Dowd, and Recreation Supervisor, Mike Bliss. There are two options. 1) A law could be created which can be tricky. Or 2) The Village could put up postings as a deterrent and provide receptacles.

Manager Revella stated that Kevin recommended a policy. The policy should state something like: no smoking is allowed within so many feet of any entrance to a building, not under the pavilion, not in any fenced in recreation areas such as the children's playground at Wooster

Grove, the tennis courts, baseball fields and skateboard park. He recommended posting the appropriate signage with the policies in place on that sign. Adherence to the policy would be voluntary and enforcement would have to be through Village law, so maybe we will just see how this works.

Mayor Maher asked why we can't just make it a law: No smoking in certain aspects of the park.

Trustee Hurd indicated he understands why they are making it a policy instead of a law. If you are requesting people not to smoke in certain areas, most people will conform. Then there is no enforcement problem, which is difficult and costly.

Mayor Maher stated that in the meeting, it was agreed to start out with a policy, but if it doesn't work then he is ready to make it mandatory. Kevin will draw it up.

2) Revised Sign Law

Mayor Maher stated there were revisions and changes that were made by the Business Association. Kevin said there was no problem legally with the recommended changes. Kevin consulted with Dean as well. The next step is to present a local law to the Board in draft form.

3) Village Square Re-design

Manager Revella commented about the round table discussion with the Village residents and various departments regarding the two proposals for the re-design of the municipal square. Most residents agreed that enlarging the center monument was the best idea. Majority of the concerns regarded the funding of the project and that is being looked into.

Public Comment on Business of the Board

Steve Flickenschild asked about the Christmas holiday. He asked if there would be a live nativity and how is it funded. He also asked about the Cherry Street work. He wanted to know where the vinyl siding was needed.

Mayor Maher responded about the live nativity stating that the church does the nativity and they coordinate all of it.

Manager Revella responded regarding the Cherry Street work stating the vinyl siding was needed on the far end, by the back side which is currently cinderblock. The vinyl is only needed on that back wall.

Steve asked about the website re-design. He liked Rod's idea mostly based on the price. Maybe we should try it for a year or two. He also asked about the Police Department and their website. He commented that the highest paid employee for the police department is maintaining that website.

Manager Revella responded that he is not sure when the maintenance of the website is being done.

Mary Ellen Matise asked the about vinyl siding on the Cherry Street building and what if we want to list that building.

Manager Revella commented that portion is already cinderblock and not attractive. It's cheaper and easier to use vinyl.

Mary Ellen asked about the revised sign law and what were the changes.

Manager Revella commented that is what is being drafted now and it will be put out to the public at the next meeting. All revisions include approval from the Architectural Review Board.

Becky Pearson commented on the garbage contract. She asked if the Village is planning on meeting with the companies. She asked if the commercial part is separate from residential.

Manager Revella stated he has met with some of the companies. It will be one proposal with the various sections in it.

Becky asked about the smoking policy. She indicated this was something discussed years ago and signs were supposed to go up. She stated we need to check old minutes and something might already be passed.

Manager Revella indicated he will check with Kevin.

David Sperry asked if the surplus vehicle is a diesel and if minimum bid is \$3500.

Manager Revella indicated yes to both.

David asked about the website and the two presentations. He commented the second presentation gave more options. He commented the Village needs to determine exactly what they want for the website and to try to negotiate the prices.

Trustee Hurd commented that the proposals were very different. One presentation was more of a static website with a webmaster, and the second was CMS which has active server pages with multiple people updating the website.

David asked about the road closures on Christmas. He confirmed the date and time of the road closure. He asked about the bids for roof shingles and why did we only get a bid for 30 year shingles. He recommended for a few dollars more get a bid for 50 year shingles. He asked who oversees the other department's websites and who is checking the content.

Manager Revella indicated he checks the recreation department website and the Chief checks the police department website.

David asked which parks in this area have no smoking and signs posted. He believes he has seen signs but can't recall where.

Trustee Norman indicated it might have been a county park.

David commented then the Village should follow the county's lead.

Trustee Hurd commented it's a question of resources; enforcement is the problem.

David asked about the revised sign law. He asked if anyone was in violation of the law and why has it not been enforced.

Manager Revella indicated yes, there are some in violation and they've been taken in front of the zoning board.

Marcus Millspaugh commented that the tennis courts look great. He commented regarding Beazer Homes that the road grades and sewer pipes should have been part of the sub division plans and if they are not where they are supposed to be, it's their problem.

Approval of Minutes

Trustee Norman moved to adopt the minutes of Sept 14, 2010. Seconded by Trustee Bowen. All ayes. Minutes adopted.

Payment of the Audited Bills

Trustee Hurd made a motion to pay the audited bills. Trustee Penney seconded. All Ayes. Motion carried.

Trustee Rumbold asked about the DPW contract and supplying uniforms. She asked if the DPW can get new shirts, pants whenever they want.

Manager Revella commented that it's per fiscal year and they can get them when they need them. It's contractual.

Trustee Leonard asked what happened at well #7 breaker.

Manager Revella commented that water got into the breaker and they're trying to figure out whose problem it is; between two different electricians.

Trustee Leonard asked then why do we have a bill.

Manager Revella responded that he will check, it might have been a re-submitted bill that was not paid originally. Two invoices were submitted and only one was paid. It was for \$300+.

Correspondence

Manager Revella indicated he had a letter from NYS Archives regarding Ms. Phelps that Mary Ellen had mentioned.

Miscellaneous Comments from the Board of Trustees

Trustee Norman wanted to thank the Harvest Festival Committee. She also thanked Robbie Brown and Pat Glass and the recreation department on decorating the square by picking pumpkins to help save the Village money. She commented about Veterans Bridge and the flags.

Trustee Rumbold commented that she received a phone call regarding Facebook. Employees are posting things on facebook during the workday.

Manager Revella stated he could approach the employees and the employee can say they are on break and file a grievance.

Trustee Bowen commented that it can't be enforced if they're on facebook by cell phone.

Manager Revella commented that he believes Village computers are locked out of facebook and some other pages.

Trustee Rumbold asked how we know employees are on break, if they don't sign in or out.

Manager Revella indicated that with the police department the employees call in/out with dispatch. At DPW, they report to him when they are on break.

Trustee Leonard asked about the time clock getting fixed.

Manager Revella indicated the clock itself is ok, it's the programming that is not working. He commented that he's not sure it's worth the cost of getting it fixed, if it can't be used. He needs to find out if it's a negotiated item through the union. He believes it would be grieved.

Mayor Maher asked when negotiations start with CSEA.

Manager Revella stated we could start in February.

Trustee Penney asked about the political signs and their locations throughout the Village.

Mayor Maher indicated there have been several calls regarding the political signs on Veterans Bridge, McKinley Statue and a stop sign. He asked if there is anything in the Village code.

Manager Revella stated that permission must be granted to post a sign.

Mayor Maher asked if the Village building inspector can call as a courtesy and ask them to take them down.

Mary Ellen Matisse commented that it's covered under First Amendment protection and Freedom of Speech. They have to agree to move it.

Manager Revella stated you cannot post on signs, like a stop sign.

Trustee Penney commented that veterans are not allowed to make a political stance in any election. The VFW can't have signs on their property, so the bridge can't.

Trustee Hurd commented that the bridge is still a public bridge. He agrees Mary Ellen might be correct.

Mayor Maher commented that we should call the Board of Elections and see if it's a state law. Then we'll call the political party and ask them to move their signs.

Manager Revella stated that municipalities can have designated areas titled free speech zones.

Trustee Rumbold commented regarding the phone book companies and finding phone books all over the place. She asked if they can be called. The books are in front of empty storefronts and empty homes.

Manager Revella commented they might be able to be cited for littering,

Executive Session

Trustee Leonard moved to hold an Executive Session to discuss 105(f) Personnel, Village Manager, DPW. Seconded by Trustee Penney. All ayes. Motion carried.

Trustee Norman moved to reconvene the regular meeting. Trustee Penney seconded. All ayes. Meeting convened.

Adjournment

Trustee Norman moved to adjourn. Seconded by Trustee Bowen. All ayes. Meeting adjourned.