

**Village of Walden
Board of Trustees Regular Meeting
December 18, 2018**

Mayor Rumbold 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	Sue Rumbold
	Deputy Mayor	Faith Moore
	Trustees	Brian B. Sebring
		Larry Kraus
		John Ramos
		Dan Svarczkopf
		Lynn E. Thompson

Absent:

Also Present:	John Revella, Village Manager
	Marisa Kraus, Village Clerk
	Dave Donovan, Village Attorney

Village Manager's Report

- Last couple weeks have been meeting with engineer and went over capital projects and grants. We did receive a grant from Senator Larkin for \$300k to put towards our community center.
- Got permission from CDBG to move our funds from East Main St to Maple and Walnut St sidewalks. Will work on those this summer.
- The Adult trips went well.
- Went over office things with the Village Treasurer. Accounts, journal entries.
- Attended the Sunshine Society Luncheon. They made donation to the Rec Dept to help the youth for summer camp.
- Dare Graduation at Walden Elementary went well as usual.
- Went over the computer needs with the staff and with the DPW Superintendent.
- Also, went over the ad for part time person for the village office. Bunch of resumes in, not many good.
- CSEA negotiations went well. Will talk about that in Executive Session.
- Had good transitional meeting regarding the billing with the new software company.
- Good meeting with the security company regarding the safety of our building. Every floor, every door. Will get proposals to us soon.

Approval of December 4, 2018, November 11, 2018 & December 3, 2018 Minutes

Trustee Ramos made a motion to approve the December 4, 2018 Minutes. Seconded by Deputy Mayor Moore. All ayes. Motion carried.

Deputy Mayor Moore made a motion to approve the November 11, 2018 & December 3, 2018 minutes. Seconded by Trustee Sebring. All ayes. Motions carried.

Trustee's Committee Reports

Village Offices Liaison – Trustee Svarczkopf

Trustee Svarczkopf reported that they started with taking in the payments for the building dept. in the office. Placed an advertisement for administrative aide.

Town of Montgomery & Library Board liaison – Trustee Kraus

Trustee Kraus reported that he was not able to meet with Ginny, but spoke with one of her assistants. Things are moving right along, they are running out of boxes to store all the books. Nice and quiet.

Planning and Zoning Boards as well as the Building Department Liaison – Trustee Thompson

Trustee Thompson said that she has not met with Dean as of late, but has his report. He sent out 36 notices of violation for property owners who have not complied and scheduled their fire and safety inspections. They were all given notices and have until Jan 4th. If they are still not compliant, the next step will be to consult the Village Attorney. I applaud Dean for being aggressive, because we need to send a message that enough is enough. Dean has been addressing issues on my street, thank you very much.

Police Department and Justice Department Liaison – Deputy Mayor Moore

Deputy Mayor Moore reported that she met with Chief today and discussed vehicle, over time reports, fuel usage. Just so the rest of the board knows, the reports might look different in 2019. If there's any questions, please reach out. The Walden Elementary Dare Graduation was a success. 72 kids graduated. Most Precious Blood Graduation is scheduled for Jan 30th, the time is TBD. Received Crisis Intervention training reimbursement for 2 officers that took the training. The tree lighting was a success. Chief will be on vacation from December 22nd to January 6th. Congratulations to Officer Montanaro on the birth of his daughter.

Recreation & Parks Department and Valley Central School Board Liaison – Trustee Ramos

Trustee Ramos reported that he didn't make the school board meeting on 10th. They did hold an excellence curriculum at Wooster Grove. It's a new program set up by the VCSD to empower all the parents to come to the session and give their input on homework, extra-curricular activities, any other programs that they would like their children to attend. Will have more information for the next session coming up next month.

DPW Liaison– Trustee Sebring

Trustee Sebring reported that that he didn't get a chance to talk to Fred today, but looked at the report he submits and they've been doing sweeping, catch basin repairs, filling pot holes. Some of the guys are doing painting in numerous village buildings. Cutting back on the trees on plow routes. Jetting the sewer lines on a monthly basis. The water dept. installed 12 new meters.

Mayor Rumbold read the community events into the minutes.

Public Comment on Business of the Board

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Mary Ellen Matise, 54 Gladstone, LL #9 ZBA Mailings, looking at a letter from Rob Dickover gave to the Zoning Board on January 7, 2017, almost 2 years since we started talking about this. In here he brought up village law 77-12a, it says minimum 5 days prior to the date. There's also no distance requirement in the state law. Which means our law, we can say 1000 feet if we want. To address the part about the ZBA, I do agree with Becky, it should be 15 days, because you really don't know what's gonna happen with the mail. It gives people time to get it and put it on the calendar, gives them a chance to do the research. 15 days is more reasonable. We're saying 300 feet now. 300 feet winds up being an awful lot of properties in the village. Seems that's where we get a lot of variances requests because people are trying to upgrade their houses. Think that a reduction, 200 feet, 150 feet isn't really gonna hurt anyone. Maybe note on the envelopes, "Zoning Board Notice", "Dated Material", "Open Immediately", so that people see that.

John Thompson, 34 Riverview, commented on cold patch for roadwork is gonna be at a minimum this year. Don't know your budget, but the sooner you order it the better.

Manager Revella said that Fred knows about it. Last year we had Peckham making some.

Action Items

Discussion – Shared Services

Tabled

Introductory Local Law #9 of 2018 – ZBA & PB Mailings

Attorney Donovan said the Local Law that you have in front of you only changes the notice. It doesn't change the distance. If you wish to do that, you can. You're gonna find is the ZBA has 300 feet. The PB special exception uses has properties abutting proposed subdivision and directly across any driven street. And for site plan has 200 feet. That's what the existing code says. This Local Law doesn't change that. You can change it if you want to.

Trustee Svarczkopf asked if there's a reason that would be different.

Attorney Donovan said that he doesn't know why when these ordinances were adopted.

Manager Revella added don't know the intent. Figure changing a use would be something that would effect a comparable sales analysis. Maybe that's why.

Trustee Sebring mentioned the only thing he can think of is the factory on Valley Ave. If you were to go 200 feet, there would not be many residences that would abut the building. Maybe that's why they went 300 feet to reach out farther. Some places might have a lot of places around and other places may not.

Manager Revella said that we're kinda resolving the main issue which is the cost of how many properties within 300 feet to 200 feet. It shouldn't effect too much.

Trustee Svarczkopf mentioned that it says that the cost of the mailing will be adjusted.

Manager Revella said they will set that at the public hearing. Will try to figure it out by then.

Attorney Donovan added that this is set up, someone goes in for an application, they get
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the list from the village. They have to come back with the envelopes addressed and stamped. There's an administrative cost to put the list together, take it and mail it. It's not dramatic, but there is a cost. The idea behind the 3 sections in the code that would be changed, would be the applicant is gonna bring back the envelopes and the stamps on it. If you want the village to provide the envelopes and stamps, you can do that.

Trustee Thompson thought we discussed that last meeting that we were going to take care of the whole thing.

Mayor Rumbold thought we were just gonna mail them.

Attorney Donovan said that you're giving the list. They're gonna bring the envelopes.

Manager Revella thought the boards intent was to do it here.

Trustee Thompson agreed. We would have more control in the process.

Manager Revella added that they would bring the notice and we're stuffing the envelopes.

Trustee Svarczkopf said as far as he's concerned, instead going through that back and forth, would rather, as a resident, come in and pay a fee and be done.

Deputy Mayor Moore added that she read it as we discussed it.

Trustee Thompson asked when you talk about the distance with the properties, a lot of places in the village, someone has their house on one street and their garage on another street, would that be part of the reason why they brought in the distance?

Manager Revella said that it's 300 feet from property, the SBL, tax parcel.

Trustee Svarczkopf said that he is totally ok with the 15 days. It also gives the village time to get it out.

Manager Revella stated that it's better for us to have it shorter. We have at least 10 days to get it out.

Trustee Svarczkopf said that the resident has to come in file and pay within 15 days.

Attorney Donovan asked if we're doing anything with the distance.

Deputy Mayor Moore would rather leave distance alone. Doesn't feel there's sufficient reason to change it at this time.

Attorney Donovan asked if the village is providing envelopes.

Manager Revella said everything.

Mayor Rumbold said to make sure we figure out what that cost is gonna be. What if someone figures they can do it for less money, do they have the right or no choice in the matter?

Manager Revella said no, it has to be done this way.

Deputy Mayor Moore made a motion to set Public Hearing for Local Law #9 for January 15, 2019 at 6:30pm or shortly thereafter. Seconded by Trustee Thompson. All ayes. Motion carried.

Resolution – Accepting Youth Bureau Funds

Manager Revella explained that the first one is for the Teen Center, Resolution 14-18-19 for \$5,000.

Trustee Ramos made a motion to accept \$5,000 from the OC Youth Bureau. Seconded by Trustee Sebring. All ayes. Motion carried.

Manager Revella explained the second one is for the SYEP, Resolution 16-18-19 for \$5,000.

Deputy Mayor Moore made a motion to accept \$5,000 from the OC Youth Bureau. Seconded by Trustee Thompson. All ayes. Motion carried.

Resolution – Budget Transfer

Manager Revella explained that this is to account for police services since we are down a full timer and utilizing part timers. We've been ok on some of the lines. Decreasing full time over time lines and part time lines need to increase.

Trustee Ramos made a motion to approve Resolution 15-18-19. Seconded by Trustee Sebring. All ayes. Motion carried.

Public Comment

Anita Vandermark, 76 Highland Ave, thank you for the participation in getting the senior bus to the theater, it was wonderful. Had a couple of incidents, but the trip itself and show was fabulous. The Community Council is selling the lottery cards. Chance of winning every single day except Christmas. They're in the library for \$20. When did this business with the calendar go into effect?

Manager Revella said with the current calendar. Decision was made on November 26th interview meeting.

Anita said that she feels bad for the seniors that can't get out.

Manager Revella added that we're more than happy to mail a copy to them.

Mayor Rumbold said that if someone lets us know, we can mail it to them.

Trustee Thompson added that these are people who don't have access to the computer.

Anita asked if they are gonna be anywhere else.

Manager Revella said they will be here and in the library and on the bulletin board.

Mary Ellen Matise, aside from someone going to website to get to the calendar, how are they going to get announcements out that used to be on the calendars.

Manager Revella said that it will be in the Walden quarterly as well.

Mary Ellen asked about using code red.

Manager Revella said it depends. There's an emergency side and a nonemergency side.

Mary Ellen commented that the manager pretty much controls it.

Mayor Rumbold stated that sometimes some things happen on the newsletter and you can't correct it. The process isn't gonna change.

Mary Ellen brought up an email blast.

Mayor Rumbold said that it's also time. We have new software coming in. Let's see how this works before we start to augment it. If people can't get here, don't have access to a computer, don't read the Walkkill Valley Times or all the places where you can access this. They can always ask and we can mail it to them. Will see how it goes. If we have issues or people have questions, we can always augment it.

Payment of the Audited Bills

Deputy Mayor Moore made a motion to pay the Audited Bills. Seconded by Trustee Sebring. All ayes. Motion carried.

Correspondence

Trustee Thompson said that she received an email from a village employee in the library, has concerns about the safety and security of the building. She asked several questions about the building being unlocked 24 hrs a day. There have been people that sleep in building overnight. We had this discussing before.

Mayor Rumbold asked if anyone from the library recently contacted Manager Revella before about concerns about safety and security.

Manager Revella said no, but he brought the safety company through the library on Thursday and through the entire building. We met with Dean to see what he can do, like different doors so we can do things like lock downs.

Trustee Thompson said that her concerns were valid. Think we can do better on addressing things. There are some steps that we can take, even without construction. Cleaning came up. Things are not being done. The library budget contributes towards cleaning and it's not being done.

Manager Revella stated that they only do floors and bathrooms. If there's other issues like walls and counters, they don't do that.

Trustee Thompson said that she's talking about garbage isn't being emptied, the

bathrooms are not being cleaned. She talked to her director. She just would like the village board aware of what her concerns are.

Mayor Rumbold asked if she sent any of this to the manager.

Manager Revella said not yet.

Mayor Rumbold questioned why she chose to send you an email.

Trustee Thompson said that she doesn't know what hours she worked, because she talked in her email about working on Sunday. She's a computer person, so I don't know if they work different hours.

Mayor Rumbold asked if she knows John's email.

Trustee Thompson said that she thinks she must because she said that in 2010 Mr. Revella wrote a memo that there were assigned spots for library staff and Mr. Revella parks there often.

Manager Revella stated that he doesn't park in those spots. He parked there during the tree lighting, but that was it.

Mayor Rumbold wondered why she didn't send it to the manager.

Deputy Mayor Moore added that she went to the restroom downstairs on the 1st floor and it definitely has not been up kept in the last few days. If they come 3 times a week, maybe they're coming tonight.

Trustee Thompson question how long we had this company. Think it's time to shop around.

Manager Revella said almost 5 years. We have shopped around and did get one quote recently. Had 2 quotes a couple years ago, but they didn't end up coming for some reason.

Trustee Thompson asked about shared services with the town. Do all municipalities use the same cleaning service? Can we get a better contract if we buddy up with someone?

Manger Revella answered; no. We talked to another company that does that.

Trustee Thompson said that it seems there's been a lot of people noticing.

Manager Revella added that we can't afford to have someone in here all day every day cleaning it. There's a lot of people that come in here every day. A lot of youths after school. It gets dirty quickly. Especially the 1st and 2nd floor bathrooms. Will follow up on it. Do have another quote from another company, if you want to go in that direction, we can talk about that.

Mayor Rumbold asked who takes care of the cases in the board room.

Manager Revella said Mary Ellen has from time to time, the library.

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Mayor Rumbold mentioned that people have said to her the displays haven't been changed in a long time and would like to see something different. Maybe we can think of something else to do in them. Can we find someone willing to take care of those?

Manager Revella replied; yes.

Trustee Svarczkopf added that they're also removable. If no one wants to take care of them, can remove the cabinets.

Mayor Rumbold said that something should be in there.

Manager Revella mentioned that we have a lot of historical photos and could do a photo montage.

Deputy Mayor Moore added that there's a few businesses in the village that would put a display in.

Mayor Rumbold said that you can put photos or something. The library can use it to put books on display.

Miscellaneous Comments from the Board of Trustees

Trustee Kraus mentioned that he got a lot of compliments of how the village looks. John did a great job.

Trustee Thompson added that the lights are out on the tree.

Manager Revella said that the wind storm last night took a couple strands out and will work on it tomorrow.

Trustee Kraus said that every year the lights on main street look great. On another note, a couple of people are coming up to him and saying that one of the police cars are obstructing the walkway for school.

Manager Revella asked if it was a grey car.

Trustee Kraus said that it's possible and that they have been doing it for a while. One other thing, my dance group getting through a performance routine and will be finished by the end of January, going to do a performance. After that, there's going to be an event or function that someone who wants entertainment and wants to go and spread the joy.

Trustee Svarczkopf asked if the safety comp when they came in give us quotes.

Manager Revella said that they took measurements for quotes, but haven't actually received them since Thursday.

Trustee Svarczkopf questioned the policy on PD cars idling.

Manager Revella said it depends on the circumstance. They're not supposed to idle. If they're doing transport in or out, they're usually idling. If it's supposed to be icing, they're usually idling to make sure they get ice on the car. Or if there's an issue with the battery.

Trustee Svarczkopf asked if we can we try to reiterate that to them.

Deputy Mayor Moore said that she'll talk with Chief.

Mayor Rumbold added that when you get in the car and go, sometimes it's 10 mins before the computer boots up.

Trustee Svarczkopf said that he's all for it if there's a good reason.

Mayor Rumbold said that you may see them sitting there but they're waiting for the computer to boot up before they can go.

Trustee Svarczkopf questioned if there is any way to create an email list for when it starts to snow, that we can quickly contact about it.

Manager Revella said that the new software has some capabilities that we're looking into to be able to email residents.

Treasurer Kelly added but that's if they provide their email.

Trustee Svarczkopf asked if there was some way to do it on website.

Manager Revella said that we will see if we can do that through Edmunds.

Mayor Rumbold said that she is very grateful for Senator Larkin for his gift of \$300k towards the Community Center. Someone asked where the rest of the money is gonna come from. My answer to that is, Christmas is coming and if some soul gives me a diamond necklace. I'm taking it even though I don't have the money right now to buy the earring that match. So, if someone is gonna give me a gift like that, I'm gonna take it and be very grateful for it and work on the rest of the funding. The tree lighting was great as usual. Like the smaller tree. Smaller trees are less of a hazard.

Executive Session

Deputy Mayor Moore made a motion to enter into executive session to discuss Personnel, CSEA and PBA. Seconded by Trustee Ramos. All ayes. Motion carried.

Reconvene

Deputy Mayor Moore made a motion to reconvene the regular meeting of the Board of Trustees. Seconded by Trustee Ramos. All ayes. Motion carried.

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Motions & Resolutions**

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Introductory Local Law #9 of 2018 – ZBA & PB Mailings

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