

THE VILLAGE OF CORNWALL-ON-HUDSON BOARD OF TRUSTEES

April 3, 2006

Charles R. Hahn and Peter Miller were sworn in for two year terms after signing the Oath of Office book.

The Reorganizational Meeting of the Board of Trustees was called to order at 7:00 PM at 325 Hudson St., Cornwall-on-Hudson, N.Y.

The following Board Members were in attendance:

Mayor Edward C. Moulton, Jr.
Trustee Charles R. Hahn
Trustee Mark J. Edsall
Trustee Peter J. Miller (arrived at 7:10 PM)

Absent Was: Trustee William T. Fogarty

Also present were: Charles W. Williams, Police Chief, Robert June, Water Superintendent, Robert C. Gilmore, DPW Superintendent, and Jeanne Mahoney, Village Clerk.

MEETINGS OF THE VILLAGE BOARD OF TRUSTEES

Mayor Moulton made a motion to hold the Regular monthly meeting of the Village Board of Trustees on the third (3rd) Monday of each month at 7:30 PM in the Board Room of the Village Hall, 325 Hudson Street, Cornwall-on-Hudson, N.Y. These meetings will follow Robert's Rules of Order. In addition, the regular work session of the Board of Trustees will be held the second and fourth Monday of each month at 7:00 PM. The 2nd work session of the month is to be held if deemed necessary. This motion was seconded by Trustee Edsall and carried by a vote of 3 Ayes and 0 Nays.

OFFICIAL NEWSPAPER

Mayor Moulton made a motion to approve The Cornwall Local as the official weekly newspaper for the Village during the fiscal year 2006/07 which was seconded by Trustee Edsall and carried by a vote of 3 Ayes and 0 Nays.

Mayor Moulton stated that the Village, at times, requires a daily newspaper. He made a motion to approve The Times Herald Record as the official daily newspaper of the Village for the fiscal year 2006/07 which was seconded by Trustee Edsall and carried by a vote of 3 Ayes and 0 Nays.

ATTORNEY

Acting upon a request by Jacobowitz & Gubits, LLP, Mayor Moulton made a motion for their re-appointment as Village Attorney at the proposed fee schedule, which was seconded by Trustee Edsall, and upon a vote of 3 Ayes and 0 Nays, the motion was carried.

MAYORAL APPOINTMENTS

Mayor Moulton moved for the following appointments:

Assessor	Edward C. Moulton, Jr.
Deputy Mayor	Charles R. Hahn
Village Attorney	Jacobowitz & Gubits, LLP
Deputy Village Attorney	Howard Protter
Village Clerk	Jeanne Mahoney
Tax Collector/Records Custodian	Jeanne Mahoney
Village Treasurer	Ralph J. Walters
Deputy Treasurer	Debra Foster
Deputy Clerk	MaryEllen Dennett
Deputy Tax Collector	MaryEllen Dennett
Water Superintendent	Robert June
Superintendent of Public Works	Robert C. Gilmore
Code Enforcement Officer/Building Inspector	RobertC.Gilmore,WilliamLee (Asst.)
Fire Inspector	RobertC.Gilmore,WilliamLee (Asst.)
Village Historian	Colette Fulton
Chairperson Planning Board	Mary Aspin
Chairperson Zoning Board of Appeals	William Geiser
Village Engineer	Dufresne-Henry, PC
Disaster Control Officer	Gary Melrose
Assistance Disaster Control Officer	Charles Williams

The foregoing appointments were seconded by Trustee Edsall, and upon a vote of 3 Ayes and 0 Nays, they were approved.

Trustee Miller arrived.

BOARD APPOINTMENTS

Trustee Hahn moved for the following appointments:

Vital Statistic Registrar
Deputy Vital Statistic Registrar

Jeanne Mahoney
MaryEllen Dennett

The foregoing appointments were seconded by Trustee Edsall, and upon a vote of 4 Ayes and 0 Nays, they were approved.

PLANNING BOARD & ZONING BOARD APPOINTMENTS

Mayor Moulton moved for the re-appointment of John Farr and Michael Ferraro to the Planning Board and Horst Hoffmann and Peter Osinski to the Zoning Board, each for a five year term ending April, 2011. The motion was seconded by Trustee Edsall and carried upon a vote of 4 Ayes and 0 Nays.

COMMITTEE APPOINTMENTS

Trustee Miller moved for the following committee appointments, noting the first name listed is chairperson.

Water Committee	Mayor, Board of Trustees
Assessment Board of Review	William Fulton (with vacancies to be filled at a later date)
Police Committee	Moulton, Fogarty
Fire Committee	Hahn, Edsall
Personnel Committee	Fogarty, Hahn
Audit Committee (Voucher Signers)	Mayor, Board of Trustees
Disaster Control	Moulton, Hahn
Insurance Committee	Hahn, Miller
Labor Relations	Fogarty, Miller
Street Committee	Miller, Edsall
Buildings & Grounds	Edsall, Miller
Records & Vital Statistics	Miller, Hahn
Trees/Beautification/Parks	Fogarty, Miller
Cable TV Liaison	Miller, Fogarty
Museum Liaison	Moulton, Fogarty
Fixed Asset Accounting	Fogarty, Edsall
Recycling	Miller, Hahn
Summer Youth Program	Edsall, Miller
Equal Opportunity/Access Officer	Moulton, Fogarty

The foregoing motion was seconded by Trustee Hahn and carried upon a vote of 4 Ayes and 0 Nays.

RIVERFRONT REVITALIZATION COMMITTEE

Mayor Moulton moved for the following re-appointments:

John Wenz	Chairperson
Peter Miller	Board Liaison
Robert Anderson	
Barbara Corwin	
Colette Fulton	
Melissa Stoffa	
Andrew Maroney	
Jerry Gage	
Mary Donahue	
Kathleen Ferraro	

The motion was seconded by Trustee Hahn and upon a vote of 4 Ayes and 0 Nays it was carried.

ADVANCED APPROVAL OF CLAIMS

Trustee Miller introduced the following resolution and moved for its adoption:

BE IT RESOLVED, the Village Treasurer be authorized to make payment in advance of audit of claims for the following recurring charges: public utility services, postage, principal and interest on bond anticipation and bond notes, monthly lease agreements, Village credit card bills, and petty cash reimbursements.

The foregoing resolution was seconded by Trustee Hahn and upon a vote of 4 Ayes and 0 Nays, the motion was carried.

MILEAGE ALLOWANCE

Trustee Miller introduced the following resolution and moved for its adoption:

WHEREAS that Board of Trustees of the Village of Cornwall-on-Hudson has determined to pay a fixed rate for mileage as reimbursement to officers and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village:

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees shall approve reimbursement to such officers and employees at the same rate as authorized by the Internal Revenue Service which is currently .485 per mile.

Section 2. That this resolution shall take place immediately.

The foregoing resolution was seconded by Trustee Hahn, and upon a vote of 4 Ayes and 0 Nays, the motion was carried.

ATTENDANCE OF SCHOOLS

Trustee Hahn offered the following resolution and moved for its adoption:

WHEREAS there is to be held during the coming official year a) the Annual Meeting conducted by the New York State Conference of Mayors and Other Municipal Officials for municipal officials; b) the Training School for Fiscal Officers and Municipal Clerks, conducted by the New York State Conference of Mayors; c) Orange County Conference of Villages; and

WHEREAS it is determined by the Board of Trustees that attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefits the municipality;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the following officers and employees are hereby authorized to attend the foregoing schools; Mayor, Trustees, Clerks, Treasurer, Department of Public Works Superintendent, Water Superintendent, and Chief of Police.

Section 2. That this resolution shall take effect immediately.

The foregoing resolution was seconded by Trustee Edsall, and upon a vote of 4 Ayes and 0 Nays, the motion was carried.

SIGNATURE CARDS

Trustee Edsall introduced the following resolution and moved for its adoption.

The Treasurer and Deputy Treasurer are hereby authorized from time to time, for and on behalf of the Village, to make and sign checks, agreements relating to any of the accounts maintained by the Village with the Bank.

That the Treasurer and Deputy Treasurer of the Village be and hereby are authorized and directed to certify to the Banks the names, of the present officers of the Village authorized to sign for it, and the offices respectively held by them.

That the Treasurer and Deputy Treasurer are authorized and directed to certify to the Banks that this resolution has been duly adopted, is in full force and effect and is in accordance with the provisions of the laws of the Village.

The foregoing resolution was seconded by Trustee Hahn, and upon a vote of 4 Ayes and 0 Nays, the motion was carried.

DEPARTMENT OF PUBLIC WORKS GOALS

The goals for the 2006-07 year were stated as follows:

Rebuild/Repave Lafayette Street and Elpis Place
River Avenue Improvements & Parking
Riverfront Shelter Completion
Repair Docks and Install the “L” Bend Dock
Review Village Wide Parking

WATER DEPARTMENT GOALS:

The goals for the 2006-07 year were stated as follows:

Completion of Black Rock Microfiltration Plant – Early Spring
Review Water District Pressure Reduction
Eliminate Multiple Service Connections & Private Service lines
Creation of In-House Leak Detection Program / GPS Mapping of Valves
Feasibility Study for Future Water Sources
Work with Developers to complete the Water “Loop” from Quaker Avenue to Academy Avenue

POLICE DEPARTMENT

The goals for the 2006-07 year were stated as follows:

Pursue Meeting Criteria for Model Accreditation
Fill Full-Time Vacancies
Continue Attendance in the Active Shooter Program

VILLAGE HALL

The goals for the 2006-07 year were stated as follows:

Improve Financial Status/Attempt to Budget in Debt Reduction

PROCUREMENT RESOLUTION

Trustee Edsall moved to readopt our procurement policy in order to set forth policies and procedures to meet the requirements of General Municipal Law, Section 104-b.

WHEREAS goods and services which are not required by law to be procured pursuant to competitive bidding must be procured in a manner so as to assure the prudent and economical use of public moneys, in the best interests of the taxpayers, to facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances, and to guard against favoritism,

improvidence, extravagance, fraud and corruption. To further these objectives, the governing board is adopting internal policies and procedures governing all procurement of goods and services which are not required to be made pursuant to the competitive bidding requirements of General Municipal Law, Section 103 or of any other general, special or local law.

THEREFORE BE IT RESOLVED:

Section 1. Competitive bidding is mandatory for all purchase contracts (goods and equipment) \$10,000 and over and \$20,000 for all Public Works contracts (service, labor and construction) which are not required by law to be publicly bid.

Section 2. When contracting for purchases and services under the above stated limits all departments should use NYS Bid prices where possible. Written quotes should be obtained except when not feasible or lower limit orders are being requested in which case verbal quotes may be obtained instead. The number of which is dependent upon the dollars value of the intended purchase(s) and the availability of Suppliers. Except when no possibility of competition (sole source items - GML 103) exists and for very small procurement for which solicitations of competition would not be cost effective.

Section 3. Except for procurement made pursuant to General Municipal Law, Section 103(3) - through county contracts; or Section 104 - through State contract; State Finance Law, Section 175-b - from agencies for the blind or severely handicapped; Correction Law, Section 186 - articles manufactured in State Correction Institutions, or except where a local public emergency is involved which requires immediate action and is governed under GML 103(4). In addition, solicitation of bids need not be obtained when procuring professional services which because of the confidential nature of the services, do not lend themselves to procurement through solicitation.

Section 4. Second hand Equipment from Other Governments may be obtained without competitive bidding (State, Federal or Other political Subdivisions or public benefit corporations within the State) as per GML Section 104-b.

Section 5. Awards to Other Than Lowest Responsible Dollar Offerer - Whenever any contract is awarded to other than the lowest responsible dollar offer the reasons for such an award must be documented.

Section 6. This policy also requires the adequate documentation of actions taken. The planning, gathering and execution of which should consider the costs versus benefit rule. Documentation which may be required include Board resolutions, memoranda, written quotes, telephone logs (for verbal quotes), requests for proposals, contracts and other appropriate forms of documentation including checklists and flowcharts.

Section 7. The unintentional failure to fully comply with the provisions of these provisions shall not be grounds to void action taken or give rise to a cause of action against the Village or any officer or employee thereof.

Section 8. The Board of Trustees shall annually review these policies and procedures.

Trustee Hahn seconded the foregoing resolution and upon a vote of 4 Ayes and 0 Nays, the motion was carried.

NEW BUSINESS

QUADRICENTENNIAL CELEBRATION

Trustee Edsall made a motion to authorize formation of a Village committee to start planning for a celebration of the Quad-centennial voyage of Henry Hudson (1609), with Trustee Miller as Village Board Liaison. The motion was seconded by Trustee Hahn and carried by a vote of 4 Ayes and 0 Nays.

Having no further formal business to come before the Board, Trustee Hahn moved to adjourn the meeting into Executive Session, to discuss a personnel matter with the Village Clerk, at 7:47 PM, which was seconded by Trustee Miller and upon a vote of 4 Ayes and 0 Nays, the meeting was declared adjourned.