



Village of Harriman

1 Church Street

Harriman, New York 10926

TEL: (845) 783-4421

FAX: (845) 782-2016

VILLAGE BOARD MEETING

July 12, 2022

7:00PM – AUDIT BILLS

7:25PM – PUBLIC HEARING – Chapter 74 (Fees) Changes

7:30PM – REGULAR MEETING

AGENDA

- 1. ROLL CALL – PLEDGE OF ALLEGIANCE**
- 2. APPROVAL OF MINUTES – June 12, 2022**
- 3. INFORMATIONAL ITEMS**
- 4. DEPARTMENT REPORTS**
- 5. PROBATION RELEASE – Bldg. Dept.**
- 6. RESIGNATION PT Ofc. Basilicata**
- 7. AUTHORIZATION TO SIGN GRANT WRITER IMA EXTENSION**
- 8. STANDARD WORKDAY RESOLUTION – Mitchel**
- 9. LL 2022-08 CHAPTER 74 (Fees) CHANGES**
- 10. OUTDOOR CAFÉ APPLICATION – KAVOS GRILL II**
- 11. PARK REQUESTS a) Carrillo b) MJFD c) Reiger d) Charles**
- 12. WATER SHUT OFFs**
- 13. WATER REQUESTS – a) Acct 223**
- 14. ATTORNEY COMMENT**
- 15. PUBLIC COMMENT**
- 16. POSSIBLE MOTION TO ENTER EXECUTIVE SESSION**

UPCOMING MEETING DATES:

PLANNING BOARD MEETING:

July 18, 2022 – Cancelled, No Apps

ZONING BOARD OF APPEALS MEETING:

August 3, 2022

VILLAGE BOARD MEETING:

August 9, 2022

VILLAGE OF HARRIMAN, NEW YORK
VILLAGE BOARD MEETING
July 12, 2022
Page 1

7:00pm – Audit Bills
7:25pm – Public Hearing – Chapters 74 (Fees) Changes
7:30pm – Regular Meeting

PUBLIC HEARINGS:

Mayor read:

PLEASE TAKE NOTICE that the Village Board of the Village of Harriman will hold a public hearing on a proposed local law introductory #8 of 2022 amending Chapter 136 of the Harriman Village Code (Water), Article I, (System Rules and Regulations) pursuant to Sections 10 and 20 of the Municipal Home Rule Law, at the Harriman Village Hall, 12 Church Street, Harriman, New York on July 12, 2022 at 7:25 p.m. or as soon thereafter as the matter may be heard.

The Village of Harriman is undertaking a system-wide replacement of water meters with digital meters at no cost to water customers. This project has been impeded by water customers who have failed to maintain curb boxes and other water fixtures in good condition that is necessary to replace the old meter or who have refused to schedule an upgrade of the old meter. To cover the costs associated with continued use of such old meters, the Village Board will amend Chapter 136 of the Village Code (“Water”) to impose an assessment on the quarterly water bill of customers whose meters cannot be replaced, effective November 1, 2022. Chapter 74 (Fees) will be amended to establish the assessment at \$30.00 per quarter. Chapter 136 will be amended also to emphasize that repairs to, installation of and maintenance of curb boxes and the entire length of service line from the main to the premises is the responsibility of and at the expense of the property owner and that the failure to do so is subject to the enforcement provisions of Chapter 136; and to delete obsolete language in Chapter 136.

A copy of the proposed local law will be available for inspection at the Village Clerk’s office located at 12 Church St., Harriman, NY.

All persons interested in the subject of the proposed local law will be heard by the Village Board at the above time and place. Persons may appear in person or by agent. All written communications addressed to the Board in connection with the proposed local law must be received by the Village Board at or prior to the public hearing.

Mayor asked have we received any written comments?

Clerk replied no.

MOTION to close the public hearing by Trustee Mitchell **SECONDED** by Trustee Chichester
ALL IN FAVOR

REGULAR MEETING

ROLL CALL

Mayor Lou Medina, Trustee Bruce Chichester, Trustee Wayne Mitchell, Trustee Sandra Daly, DPW Superintendent, Kyle Livsey, Village Clerk Jane Leake, Chief, Patrick Tenaglia, and Village Attorney, Dave Darwin

ABSENT Deputy Mayor Carol Schneider

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

VILLAGE OF HARRIMAN, NEW YORK
VILLAGE BOARD MEETING
July 12, 2022
Page 2

APPROVAL OF MINUTES

Mayor asked if there are any changes or corrections to the minutes of June 12, 2022, Regular Board Meeting?

MOTION was made by Trustee Chichester to accept the minutes of June 12, 2022, Regular Board Meeting.

SECOND was made by Trustee Mitchell

AYE: Trustee Chichester	NAY:	
Trustee Mitchell		NONE
Mayor Medina		
Trustee Daly - Abstained		

INFORMATIONAL ITEMS

This evening's bills were audited:

Correction to May 10 th	<u>2021-22</u>	
Trust & Agency	\$	5,296.95
General Fund	\$	25,231.87
Water Fund	\$	45,131.05
Engineering Fees	\$	00.00

	<u>2021-22</u>	<u>2022-23</u>
Trust & Agency	\$ 00.00	\$ 00.00
General Fund	\$ 12,794.04	\$ 65,998.92
Water Fund	\$ 7,468.75	\$120,298.93
Engineering Fees	\$ 00.00	\$ 138.75

- Up Coming Meeting Dates:
 Planning Board – July 18, 2022 – Cancelled – No Applicants
 Zoning Board of Appeals – August 3, 2022
 Village Board – August 9, 2022
- Village Office hours are 8am–4pm and by appointment from 7-8am. Phone numbers and contact information can be found on the villageofharriman.org website.
- A lockbox is outside the Village Hall entrance for dropping off water payments or any other correspondence for the Village Hall Staff. However, we ask that you please do not leave any cash payments. The drop box is emptied on a regular basis.
- Residents and the public can also sign up on the Village website to receive email alerts about Village Information and Community Events or information regarding water billing updates.
- Brush Pick-Up continues – please place brush untied at the edge of your property with the butt end out and do not place on the street and we do not except grass clippings.
- The Harriman Farms Paving Project was completed last week. I would like to thank again Senator Skoufis for submitting a grant for this project. Thanks to the DPW crew for doing a great job during the week and the weeks before the paving to repair storm water basins and valves in the area and for making sure there was minimum inconvenience to the residents and especially to DPW Superintendent Kyle Livsey for all the preparation and planning. Thank you very much! It really went smooth because of all of that planning and hard work by the crew. I received a lot of positive feedback and appreciation for the completion of that project.

VILLAGE OF HARRIMAN, NEW YORK
VILLAGE BOARD MEETING
July 12, 2022
Page 3

- The Board received a letter from the Village of Monroe in appreciation for the donation for the Independence Day Fireworks which were very successful and well attended this year.
- Reminder - Family Fun Day is still scheduled for Saturday, September 17th. A lot of plans are in the works for that. If anyone is interested in volunteering, please reach out to me. We would appreciate it.
- AGENDA REVISIONS:
11e) Valerio f) Cucchi g) Taylor
13c) Account 765

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 May - \$11,684.00 – Village received \$8,064.00
June Court Total - \$8,455.00

Building Department – see attached report

\$ 2775.00	3 Building Permit
50.00	1 Fire Safety Inspection
300.00	2 Violation Searches
100.00	1 Rental Registration
<u>225.00</u>	5 Building Permit Extensions
\$ 3450.00	

PROBATION RELEASE – Building Department

Mayor stated I submitted a letter to the Board requesting that Building Inspector Steve Giacco be released from probation effective July 26, 2022. Mayor read memo.

MOTION was made by Trustee Daly to approve Building Inspector Steve Giacco’s probation release effective July 26, 2022.

SECOND was made by Trustee Chichester

AYE: Trustee Chichester	NAY:
Trustee Daly	NONE
Trustee Mitchell	

Mayor continued stating Steve is really doing a great job in the Building Department and I appreciate it.

RESIGNATION – Part-Time Officer Basilicata

Mayor stated we also received a letter of resignation from P/T Officer Adam Basilicata. Mayor read letter.

MOTION was made by Trustee Mitchell to accept Officer Basilicata’s resignation effective, July 15, 2022.

SECOND was made by Trustee Chichester

AYE: Trustee Chichester	NAY:
Trustee Daly	NONE
Trustee Mitchell	

AUTHORIZATION TO SIGN GRANT WRITER IMA EXTENSION

Mayor stated this is the Millennium Strategies Extension Agreement which is our annual agreement for an IMA with the Town of Monroe for our grant writing services. This will extend it for another year.

VILLAGE OF HARRIMAN, NEW YORK
VILLAGE BOARD MEETING
July 12, 2022
Page 4

MOTION was made by Trustee Chichester to approve extending the Millennium Strategies Extension Agreement for another year.

SECOND was made by Trustee Daly

AYE: Trustee Daly
Trustee Mitchell
Trustee Chichester

NAY:
NONE

STANDARD WORKDAY RESOLUTION - Mitchell

Mayor stated this is establishing a reporting the standard workday for Elected Officials to NYS and Local Employee Retirement System. This is required by the State to be done for Trustee Wayne Mitchell who was Elected to the Board in April 2022.

MOTION was made by Trustee Chichester to approve for the Village Treasurer to report the days worked to the NYS Local Retirement System based on the Recertification Record of Activity submitted by Trustee Wayne Mitchell to the Village Clerk and distributed to the Board.

SECOND was made by Trustee Daly

AYE: Trustee Chichester
Trustee Mitchell
Trustee Daly

NAY:
NONE

LOCAL LAW 2022-08 – Chapter 74 (fees) Changes

Mayor stated we held a Public Hearing this evening and there were no written or verbal comments. Mayor read Local Law #8.

MOTION was made by Trustee Chichester to approve Local Law #8.

SECOND was made by Trustee Daly

AYE: Trustee Daly
Trustee Mitchell
Trustee Chichester

NAY:
NONE

Discussion

OUTDOOR CAFÉ APPLICATION – Kavos Grill II

Mayor stated the Board has received an application from Kavos Grill II by the Building Department and submitted to the Board for approval along with insurance.

MOTION was made by Trustee Daly to approve the Kavos Grill II Outdoor Café Application.

SECOND was made by Trustee Chichester

AYE: Trustee Chichester
Trustee Mitchell
Trustee Daly

NAY:
NONE

PARK REQUESTS

Carrillo – June 27, 2022 – Pre-Approved

MOTION was made by Trustee Chichester to approve Carrillo Park Request for June 27, 2022.

SECOND was made by Trustee Daly

AYE: Trustee Chichester
Trustee Mitchell
Trustee Daly

NAY:
NONE

Monroe Joint Fire District – August 13, 2022

MOTION was made by Trustee Mitchell to approve Monroe Joint Fire District Park Request for August 13, 2022 along with waiving the application fee.

SECOND was made by Trustee Daly

VILLAGE OF HARRIMAN, NEW YORK
VILLAGE BOARD MEETING
July 12, 2022
Page 5

AYE: Trustee Chichester
Trustee Mitchell
Trustee Daly
Mayor Medina

NAY: NONE

Reiger – July 31, 2022

MOTION was made by Trustee Chichester to approve Reiger Park Request for July 31, 2022.

SECOND was made by Trustee Mitchell

AYE: Trustee Chichester
Trustee Mitchell
Trustee Daly
Mayor Medina

NAY: NONE

Charles – August 14, 2022

MOTION was made by Trustee Daly to approve Charles Park Request for August 14, 2022.

SECOND was made by Trustee Chichester

AYE: Trustee Chichester
Trustee Mitchell
Trustee Daly
Mayor Medina

NAY: NONE

Valerio – September 10, 2022

MOTION was made by Trustee Chichester to approve Valerio Park Request for September 10, 2022, along with waiving the application fee. They do have insurance.

SECOND was made by Trustee Daly

AYE: Trustee Chichester
Trustee Mitchell
Trustee Daly
Mayor Medina

NAY: NONE

Cucchi – September 11, 2022

MOTION was made by Trustee Mitchell to approve Cucchi Park Request for September 11, 2022.

SECOND was made by Trustee Daly

AYE: Trustee Chichester
Trustee Mitchell
Trustee Daly
Mayor Medina

NAY: NONE

Taylor – August 6, 2022

MOTION was made by Trustee Chichester to approve Taylor Park Request for August 6, 2022.

SECOND was made by Trustee Daly

AYE: Trustee Chichester
Trustee Mitchell
Trustee Daly
Mayor Medina

NAY: NONE

WATER SHUT OFF'S

Mayor stated the moratorium on the utility shut off's during the pandemic State of Emergency ended on December 21, 2021. For the period of December 22, 2021, until June 30, 2022, the Department of Public Services guidance advised water providers to not terminate or disconnect services. During this time, the Village Water Department has not issued shut offs for non-payment. Effective July 1, 2022, the Water Department can return to enforce Village Code 74-7c for the shut off of delinquent accounts. On July 1,

VILLAGE OF HARRIMAN, NEW YORK
VILLAGE BOARD MEETING
July 12, 2022
Page 6

2022, shut off notices were mailed to delinquent accounts informing customers they will have up to July 15, 2022, to pay in full or services would be terminated Monday, July 18, 2022. A list of the accounts to be shut off, as they exist today, was distributed to the Board for authorization.

MOTION was made by Trustee Chichester to authorize Water Shut Off's on July 18, 2022 for the list that has been provided if their accounts remain outstanding.

SECOND was made by Trustee Mitchell

AYE: Trustee Chichester	NAY:	
Trustee Mitchell		NONE
Trustee Daly		

Trustee Daly asked do we send the letter's certified?

Mayor replied no we do not.

WATER ACCOUNT REQUESTS

Account 223 – Penalty Waivers

MOTION was made by Trustee Daly to approve June 2022 penalty waivers on Account 223 with a payment plan.

SECOND was made by Trustee Chichester

AYE: Trustee Chichester	NAY:	
Trustee Mitchell		NONE
Trustee Daly		

Account 765 – Penalty Waivers

MOTION was made by Trustee Mitchell to approve June 2022 penalty waivers on Account 765 with a payment plan.

SECOND was made by Trustee Chichester

AYE: Trustee Chichester	NAY:	
Trustee Mitchell		NONE
Trustee Daly		

ATTORNEY REPORT

Attorney Darwin stated I don't have anything unless there are questions for me.

Mayor asked nothing from Nothnagle?

Attorney Darwin replied no, and I sent them another email.

PUBLIC COMMENT

Mr. Kelly – Oxford – Sandy brought up an interested thing – how do people know if you are going to shut them off? They had it for two years with the COVID and everything and all of a sudden now – didn't you say you are not going to notify them?

Mayor replied no, they've been notified.

Mr. Kelly asked how?

Mayor replied the were sent a notice by mail.

Trustee Daly stated I was asking if they went out certified mail.

Mayor responded the notices go out regular mail and she was asking about certified.

VILLAGE OF HARRIMAN, NEW YORK
VILLAGE BOARD MEETING
July 12, 2022
Page 7

Trustee Daly stated because it is a shut off that is why I was asking.

MOTION was made by Trustee Chichester to enter into Executive Session to discuss a Contracting for Professional Services.

SECOND by Trustee Daly
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 Daly to adjourn Executive Session and return to Regular Meeting.

SECOND was made by Trustee Mitchell
ALL IN FAVOR

MOTION was made by Trustee Mitchel to return to the Regular Meeting at 8:25pm.

SECOND was made by Trustee Daly
ALL IN FAVOR

Mayor Medina stated the Village Treasurer and I have interviewed 3 architectural firms for the design and construction of a new Government Center. We received proposals from each of the 3 firms along with the General Professional Services questionnaire which the Board has also received and reviewed. Deputy Mayor Schneider and I have also been reviewing and comparing the proposals and Professional Services questionnaires. We are recommending that the proposal from the Andersen Design Group be awarded. This recommendation is based on the familiarity and experience that the Anderson Design Group has with the previous Village Hall design project and the amount of work that was done by Anderson that the Village will be able to leverage into the re-design and construction administration phases. Also, the Anderson costs came in significantly less than one of the two other proposals.

Trustee Chichester agreed with the recommendation.

Trustee Daly stated the Anderson proposal was very detailed and focused on what the Village needs for time and costs.

Trustee Mitchell stated the proposal addresses cost controls and time, and with our projected budget requirements.

Mayor Medina stated: The Anderson proposal and scope of work includes the Architectural/Structural and MEP (Mechanical, Electrical and Plumbing) Design Development/Construction documentation in the amount of \$140,000; and up to \$15,000 for an independent Construction Cost Estimator. The use of an independent Construction Cost Estimator will help to ensure we are aware of, and can best prepare for, the construction cost by having multiple cost estimate check points throughout the various design phases. The proposal fees also include hourly fees for construction bidding and contract services which is an area the Village can leverage the Anderson Design Group and Village Attorneys past work to save on costs and gain time efficiencies.

VILLAGE OF HARRIMAN, NEW YORK
VILLAGE BOARD MEETING
July 12, 2022
Page 8

MOTION was made by Trustee Chichester to authorize the Mayor to sign the Anderson Design Group proposal agreement dated June 22nd and to approve a retainer fee of \$14,000 - subject to Village Attorney review of the proposal as to form and substance.

SECOND was made by Trustee Daly
ALL IN FAVOR

MOTION was made by Trustee Chichester to adjourn Regular meeting at 8:35pm.

SECOND was made by Trustee Mitchell
ALL IN FAVOR

Respectfully submitted by: _____
Jane Leake, Village Clerk