



# *Village of Harriman*

1 Church Street  
Harriman, New York 10926  
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## **VILLAGE BOARD MEETING July 11, 2023**

**7:00PM – AUDIT BILLS**  
**7:30PM – REGULAR MEETING**

### **AGENDA**

- 1. ROLL CALL – PLEDGE OF ALLEGIANCE**
- 2. APPROVAL OF MINUTES – June 13, 2023**
- 3. INFORMATIONAL ITEMS**
- 4. DEPARTMENT REPORTS**
- 5. EMPLOYEE HANDBOOK AMENDMENTS – Section 604, 801, 802**
- 6. WATER ACCOUNT REQUESTS a) 708 b) 563**
- 7. WATER SHUT-OFFS**
- 8. ATTORNEY COMMENT**
- 9. PUBLIC COMMENT**
- 10. POSSIBLE MOTION TO ENTER EXECUTIVE SESSION**

### **UPCOMING MEETING DATES:**

<b>PLANNING BOARD MEETING:</b>	<b>July 17, 2023 (Cancelled, No Applicants)</b>
<b>ZONING BOARD OF APPEALS MEETING:</b>	<b>August 2, 2023</b>
<b>VILLAGE BOARD MEETING:</b>	<b>August 8, 2023</b>

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**7:00pm – Audit Bills**

**7:30pm – Regular Meeting**

**ROLL CALL**

Mayor Lou Medina, Deputy Mayor Carol Schneider, Trustee Wayne Mitchell, Trustee Sandra Daly, Trustee Bruce Chichester, DPW Superintendent Kyle Livsey, Police Chief Patrick Tenaglia, Village Attorney David Darwin, Village Treasurer Marie Coimbra.

**ALSO, PRESENT** – Planning Board Chairperson and Historian Irma Escallier.

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

**APPROVAL OF MINUTES**

Mayor asked if there are any changes or revisions to the minutes of June 13, 2023, Regular Board Meeting?

**MOTION** was made by Trustee Chichester to accept the minutes of June 13, 2023, Regular Board Meeting.

**SECOND** was made by Deputy Mayor Schneider

AYE: Trustee Daly  
Trustee Chichester  
Trustee Mitchell  
Deputy Mayor Schneider

**INFORMATIONAL ITEMS**

This evening's bills were audited:	<u>2022-2023</u>	<u>2023-24</u>
General Fund	\$ 64,023.30	\$ 130,890.53
Water Fund	\$ 59,924.58	\$ 81,986.62
Trust & Agency		\$ 624.64
Engineering Fees		\$ 376.25
Capital Building		\$ 5,835.37

- Up Coming Meeting Dates:
  - Planning Board – July 17, 2023 - Cancelled due to no applicants.
  - Zoning Board of Appeals – August 2, 2023
  - Village Board – August 8, 2023
- Village Office hours are 8am – 4pm. And by appointment from 7:00 am to 8:00 am. Phone numbers and contact information can be found on the VillageofHarriman.org website.
- A drop box is also available outside the Village Hall entrance for dropping off water payments for the Water Dept., or fines and tickets to be dropped off outside of normal business hours. We ask that you not leave any cash payments in the lock box.
- Residents, and the public, can sign up on the Village website to receive email alerts about Village information, community events, and information regarding water billing dates.
- Brush Pick up continues - we ask that you place brush, untied, at the edge of your property with the butt end facing out. Please do not place on the street and we do not accept grass clippings.

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- I would like to extend my appreciation to all the first responders and emergency services personnel who battled the heavy rain and floods this past weekend. Although we here in the Village had a tremendous amount of rain in such a short period of time, we fared OK with not much damage and no infrastructure damage. But we've all seen some of our surrounding communities that have suffered some pretty devastating losses. We've reached out to other communities to offer our assistance.
- Reminder to hold the date for the 6th Annual Family Fun Day on Saturday, September 23rd. There are plans being worked on for some new items this year and once again it should be a fun day for all.
- New Village Hall and Police Station Update - Mobilization has begun this week with site clearing in starting. The Treasurer has been working on the filing for the bond funds. Contractors have also been completing all of their required submittals to the design team and our consultants. This is an ongoing process during the Construction Phase. Our Court Department is beginning the process of completing grant applications to the (JCAP) Justice Court Assistance Program for additional grant funding.

**AGENDA REVISIONS:**

- Addition 6c. Water Acct. 628
- Addition 6d. Water Acct. 228
- Addition 7a Budget Transfer

**DEPARTMENT REPORTS**

Treasurer Report – see attached report

DPW – see attached report

Police Department – see attached report -\$60.00 funds.

Water Account Adjustments – see attached report.

Court Reports – see attached report – June – Schonberg \$22,548.00 Hasin \$938.00

Building Department – see attached report

\$ 852.00	8 Building Permits
150.00	1 Violation Searches
<u>100.00</u>	2 Building Permit Extension
\$ 1,102.00	

**EMPLOYEE HANDBOOK AMENDMENTS (Section 604, 801, 802)**

Mayor stated that as the board is aware we have created new part-time court attendant positions to better provide the support of the justices and the court department. As these positions are outside the normal definition of a part-time in our employee handbook, there are some amendments that will need to be made to the handbook to correctly apply eligibility for certain leave time. The amendments to section 604 Bereavement Leave, Section 801 Holiday Leave and section 802 Vacation Leave will add court attendant to the list of ineligible employees for these leave allowances.

**MOTION** was made by Deputy Mayor Schneider to authorize the amendments to the employee handbook for section 604, 801 and 802.

**SECOND** was made by Trustee Mitchell

**AYE:** Trustee Chichester  
Deputy Mayor Schneider  
Trustee Mitchell  
Trustee Daly

**NAY:**  
NONE

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**WATER ACCOUNT REQUEST**

Accounts 708 – Penalty Waivers

**MOTION** was made by Deputy Mayor Schneider to approve 1x penalty waivers on Account 708 for 30- and 60-day penalty.

**SECOND** was made by Trustee Mitchell

**AYE:** Trustee Chichester

Deputy Mayor Schneider

Trustee Mitchell

**NAY:** Trustee Daly

Accounts 563 – Penalty Waivers

**MOTION** was made by Trustee Daly to approve 1x penalty waivers on Account 563 for 30- and 60-day penalty.

**SECOND** was made by Trustee Chichester.

**AYE:** Trustee Chichester

Deputy Mayor Schneider

Trustee Mitchell

Trustee Daly

**NAY:**

NONE

Accounts 628 – Penalty Waivers

**MOTION** was made by Trustee Chichester to approve 1x penalty waivers on Account 628 for 30- and 60-day penalty.

**SECOND** was made by Trustee Daly.

**AYE:** Trustee Chichester

Deputy Mayor Schneider

Trustee Mitchell

Trustee Daly

**NAY:**

NONE

Accounts 228 – Penalty Waivers

**MOTION** was made by Trustee Chichester to approve 1x penalty waivers on Account 228 for 30- and 60-day penalty.

**SECOND** was made by Trustee Mitchell.

**AYE:** Trustee Chichester

Deputy Mayor Schneider

Trustee Mitchell

Trustee Daly

**NAY:**

NONE

**WATER SHUT OFFS**

Mayor stated the Board has received the projected Shut Off List from the Water Department and of course this could change. The shut off date is July 13, 2023, if not paid by July 12, 2023.

**MOTION** was made by Trustee Chichester to authorize water shut offs on July 13, 2023, as listed by the Village Clerk and Water Department.

**SECOND** was made by Trustee Mitchell

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Trustee Daly asked how much notice do we give them before we shut them off? The Mayor explained that after 60 days of the bill date we send out a notice that they will be terminated.

**AYE:** Trustee Chichester  
Deputy Mayor Schneider  
Trustee Mitchell  
Trustee Daly

**NAY:**  
NONE

**BUDGET TRANSFER**

Mayor stated the Board has received a Budget Transfer request from the Treasurer in a memo dated July 11, 2023. Mayor read memo.

**MOTION** was made by Trustee Chichester to approve the Treasurer's Budget Transfers request as outlined in the Treasurer's memo of July 11, 2023.

**SECOND** was made by Trustee Mitchell

Trustee Daly asked about the status of Takasago since this has been going on for a while now? Trustee Daly asked, have we received any money from them yet? The Mayor stated, no we have not received anything at this point. The Mayor stated that they have done a significant amount of soil remediation work and next is the ground water remediation in which they created a work plan.

Deputy Mayor Schneider asked regarding the budget transfer and the beginning of the year, do we not have anything budgeted for this item? The Mayor explained that it is under a separate line item to track the expense and that it would start at \$0.00 since it is not a budgeted item.

Ayes: Trustee Chichester  
Trustee Daly  
Deputy Mayor Schneider  
Trustee Mitchell

Nays:  
NONE

**ATTORNEY COMMENT**

No Attorney Comment

**PUBLIC COMMENT**

No Public Comment

**MOTION** was made by Trustee Chichester to adjourn the Regular meeting at 7:47 pm.

**SECOND** was made by Trustee Mitchell

**ALL IN FAVOR**

Respectfully submitted by: \_\_\_\_\_

Marie Coimbra, Village Treasurer