



# *Village of Harriman*

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Harriman, New York 10926  
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## **VILLAGE BOARD MEETING September 12, 2023**

**7:00 PM – AUDIT BILLS**

**7:25 PM – PUBLIC HEARING – LL 2023-04 (Ch. 74 Fee Schedule)**

**7:30 PM – REGULAR MEETING**

### **AGENDA**

- 1. ROLL CALL - Pledge of Allegiance**
- 2. APPROVAL OF MINUTES – August 8, 2023**
- 3. INFORMATIONAL ITEMS**
- 4. DEPARTMENT REPORTS**
- 5. RESIGNATION – PT Police Officer Hahne**
- 6. RESIGNATION – PT Police Officer Finnerty**
- 7. STANDARD WORKDAY RESOLUTION – Deputy Mayor Schneider**
- 8. AUTHORIZATION TO SIGN LANC & TULLY GIS SURVEY PROPOSAL**
- 9. AUTHORIZATION TO SIGN CSG-FORTE AGREEMENT FOR BLDG. DEPT. ONLINE PAY**
- 10. LOCAL LAW 2023-04 - CH. 74 FEE SCHEDULE**
- 11. RESOLUTION DESIGNATING DEPOSITORY – NYCLASS**
- 12. PARK REQUESTS a) Jenkins b) Garcia**
- 13. BUDGET TRANSFER AND ADJUSTMENTS**
- 14. ATTORNEY COMMENT**
- 15. PUBLIC COMMENT**
- 16. EXECUTIVE SESSION**

### **UPCOMING MEETING DATES:**

<b>PLANNING BOARD MEETING:</b>	<b>September 18, 2023</b>
<b>ZONING BOARD OF APPEALS MEETING:</b>	<b>October 4, 2023</b>
<b>VILLAGE BOARD MEETING:</b>	<b>October 10, 2023</b>

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**7:00 PM – AUDIT BILLS**

**7:25 PM – PUBLIC HEARING – LL 2023-04 (Ch. 74 Fee Schedule)**

**7:30 PM – REGULAR MEETING**

**PUBLIC HEARING:**

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 # 4 of 2023 amending and revising various sections of the Code of the Village of Harriman pursuant to Sections 10 and 20 of the Municipal Home Rule Law at Harriman Village Hall, 11 Church Street, Harriman, New York on September 12, 2023 at 7:25 pm. or as soon thereafter as the matter may be heard.

The purpose of this local law is to amend Chapter 74 of the Village Code, pertaining to fees, increasing fees for: building permits (§ 74-5 A (1)); building permit extensions [§ 74-5 A (2)]; demolition permits [§ 74-5 A (3)]; violation searches [§ 74-5A(8)]; certain service fees for matters before the Planning Board of Zoning Board of Appeals [§ 74-5 G (10)]; and fees associated with site plan or subdivision approval [§ 74-5 H].

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.

Mayor stated having received no written comments, is there anyone from the public that wishes to speak on this matter?

Mr. Kelly – Oxford Lane – you mentioned that it is a law. Are you giving the amount of money that will be charged for each of the services that you just talked about?

Mayor replied yes, there is a copy of the local law there which shows the changes.

Mr. Kelly asked the actual dollar amount?

Mayor replied the actual dollar amount of each.

**MOTION** was made by Trustee Daly to close the public hearing. **SECOND** by Trustee Chichester  
**ALL IN FAVOR**

**REGULAR MEETING:**

**ROLL CALL**

Mayor Lou Medina, Deputy Mayor Carol Schneider, Trustee Wayne Mitchell, Trustee Bruce Chichester, Trustee Sandra Daly, Village Attorney David Darwin, Village Clerk Jane Leake

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

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

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**APPROVAL OF MINUTES**

Mayor asked if there are any changes or revisions to the minutes of August 8, 2023, Regular Board Meeting?

**MOTION** was made by Trustee Mitchell to accept the minutes of August 8, 2023, Regular Board Meeting.

**SECOND** was made by Trustee Chichester

AYE: Trustee Chichester  
Trustee Mitchell  
Deputy Mayor Schneider  
Trustee Daly - Abstained

**INFORMATIONAL ITEMS**

This evening's bills were audited:

General Fund	\$ 421,364.94
Water Fund	\$ 130,422.18
Trust & Agency	\$ 2,912.28
Engineering Fees	\$ 507.50
Capital Project	\$ 293,451.97

- Up Coming Meeting Dates:
  - Planning Board – September 18, 2023
  - Zoning Board of Appeals – October 4, 2023
  - Village Board – October 10, 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](http://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.
- The 6<sup>th</sup> Annual Family Fun Day is Saturday, September 23<sup>rd</sup> from 1 – 4pm. We hope to see lots of Village residents come out to enjoy the day, the food and all the fun activities.
- The Village of Monroe Cheese Festival has been re-scheduled to Sunday, September 24<sup>th</sup> 11-7pm.
- The Town of Monroe announced a new policy for yard waste. They will be accepting grass clippings, small branches and brush at the Monroe Highway Department at 87 Mine Road. The schedule and policy is available on our Village website under the Trash Pickup/Recycling page.
- The Halloween Trunk and Treat is being held on October 21<sup>st</sup> from 6-8pm at Monroe O&R Park. Information is available on the Town of Monroe website.

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- New Village Hall and Police Station Update – Construction is moving on schedule with footings and foundation poured. The pad work will be completed in the next couple of weeks. I also have been working with Senator Skoufis and Assemblymember Eachus on 2 more grants that I applied for, for the construction capital project.

Board Member Information Items: None

Agenda Revision: 12c) Park Request - Valerio

**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 – July – \$23,101.03

State Report - July - \$36,642.00 Village receives \$32,684.00

Building Department – see attached report

\$ 952.00	7 Building Permits
50.00	1 Fire safety Inspection
<u>150.00</u>	1 Violation Searches
\$ 1,152.00	

**RESIGNATION – PT POLICE OFFICER HAHNE**

Mayor stated the Board has received a resignation from PT Police Officer Curtis Hahne effective September 9, 2023. Mayor read letter.

**MOTION** was made by Deputy Mayor Schneider to accept PT Police Officer Curtis Hahne’s resignation effective September 9, 2023.

**SECOND** was made by Trustee Mitchell

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

**NAY:**  
NONE

**RESIGNATION – PT POLICE OFFICER FINNERTY**

Mayor stated the Board has received a resignation from PT Police Officer Michael Finnerty effective September 6, 2023. Mayor read letter.

**MOTION** was made by Trustee Chichester to accept PT Police Officer Michael Finnerty’s resignation effective September 6, 2023.

**SECOND** was made by Trustee Mitchell

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

**NAY:**  
NONE

**STANDARD WORKDAY RESOLUTION – Deputy Mayor Schneider**

Mayor stated I need a motion to authorize the Treasurer to report the days worked to the NYS and Local Employees Retirement System based on the Record of Activity submitted by Deputy Mayor Schneider to the Village Clerk and previously distributed to the Board for review.

**MOTION** was made by Trustee Mitchell to approve for the Village Treasurer to report the days worked to the NYS Local Retirement System based on the Record of Activity submitted by Deputy Mayor Schneider.

**SECOND** was made by Trustee Daly

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

**NAY:** NONE

**AUTHORIZATION TO SIGN LANC & TULLY GIS SURVEY PROPOSAL**

Mayor stated this is a proposal requested and received from Lanc & Tully for water and storm drainage system infrastructure location surveying and mapping. This is data that will be imported into our GIS system for maintaining approximately 1,704 water system related structures and 136 storm drainage structures throughout the Village for a total of 1,840 items.

**MOTION** was made by Trustee Daly to approve authorizing the Mayor to sign the Lanc & Tully GIS Survey Proposal.

**SECOND** was made by Trustee Chichester

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

**NAY:** NONE

**AUTHORIZATION TO SIGN CSG-FORTE AGREEMENT FOR BLDG DEPT ONLINE PAY**

Mayor stated this is the payment processing agreement for allowing online payments for the Building Department. This is part of the new system for CivicPlus that is being implemented this month in order to accept online payments.

Trustee Daly asked is this a year contract with the rates that are listed here and are we liable if we don't like them in a year if we are having issues?

Mayor stated it actually reads as a 5-year contract, but it can be terminated at any time.

Trustee Daly replied I just want to cover ourselves.

**MOTION** was made by Trustee Chichester to approve authorizing the Mayor to sign the CSG-Forte Agreement for Building Department online pay.

**SECOND** was made by Trustee Mitchell

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

**NAY:** NONE

**LOCAL LAW 2023-04 – Chapter 74 Fee Schedule**

Mayor stated we held a Public Hearing this evening with one verbal comment and no written comments. Mayor read Local Law 2023-4.

**MOTION** was made by Trustee Daly to approve Local Law 2023-4.

**SECOND** was made by Deputy Mayor Schneider

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

**NAY:** NONE

Discussion

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**RESOLUTION DESIGNATING DEPOSITORY – NYCLASS**

Mayor stated the Board has received some documentation information on NYClass which is used by many surrounding Municipalities. It costs us nothing to use it. We can stop using it at any time. Deposits are made daily and effective immediately. The determining factor in making this decision was that interest rates are significantly higher than what we are currently receiving from Webster Bank. It is almost twice of what we are getting there. They are Government securities, full faith and credit. This is just to allow them to be part of our depository. This will be amending our yearly re-org that identifies who our depositories are. Mayor read Resolution.

**MOTION** was made by Trustee Chichester to approve the Designating Depository NYClass Resolution.

**SECOND** was made by Trustee Daly

**AYE:** Trustee Chichester

Deputy Mayor Schneider

Trustee Mitchell

Trustee Daly

**NAY:**

NONE

Deputy Mayor Schneider asked you said this is a daily deposit, this is electronically?

Mayor replied yes, it is ACH or wired.

Trustee Daly asked on the double asterisks down here it says, “external audits may not catch all instances of accounting errors and do not provide an absolute guarantee of accuracy”.

Mayor replied that is why we have a Treasurer.

Trustee Daly asked so that is our only back up. Because if she leaves tomorrow, we are not going to get someone like Marie again, but I get nervous. Is there any way we can try to contain this into our own Audit every year or something with it? So, we are on top of it.

Mayor replied we do our Audits every year also. We don’t audit them, but we audit ourselves. The only thing I can say is that there are reconciliations that are being done at least monthly, that I would bet that Marie is also on top of it daily as well. I think what they are saying is that if they make a mistake.

Trustee Daly continued and we don’t catch it, that’s what I am concerned about.

Mayor replied okay.

Trustee Daly continued we don’t have money to lose, you know. With everything going on.

Mayor replied I agree. I can ask them to provide something? What would you be wanting to see?

Trustee Daly stated I don’t know. I would have to think. You know how I am with monies.

Mayor replied and you know how Marie is as well?

Trustee Daly stated exactly.

Mayor replied if you think of anything we can ask that might help or I can put you in contact with them and you can speak with them too.

Trustee Daly asked now is this something else we are locked into or not necessarily or can we at the next budget meeting decide not to use them.

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Mayor replied no we can say tomorrow if we don't want them. If we just stop depositing into it, we never have to use it again and there are no fines or penalties for doing that. This Resolution just allows us to be able to use them. We can stop using them without even amending the Resolution.

Trustee Daly responded I will think about it.

Mayor stated I can have them come in and they would be happy to do that.

Trustee Daly continued let me think about it and I'll let you know. I will try to do my own research.

Mayor stated if you want them to come in and answer that more directly, I can do that. We are more than happy to do that.

Trustee Daly replied no. I will do some research on my own and if I need some more assistance, I will ask you for it.

Mayor stated or speak to Marie. Either one of us could help you.

Trustee Daly replied thank you.

**PARK REQUESTS**

Jenkins – September 2, 2023 – pre-approved

**MOTION** was made by Trustee Chichester to approve Garcia Park Request.

**SECOND** was made by Deputy Mayor Schneider

<b>AYE:</b> Trustee Chichester	<b>NAY:</b>
Deputy Mayor Schneider	NONE
Trustee Mitchell	
Trustee Daly	

Garcia – September 16, 2023

**MOTION** was made by Trustee Mitchell to approve Garcia Park Request.

**SECOND** was made by Trustee Daly

<b>AYE:</b> Trustee Chichester	<b>NAY:</b>
Deputy Mayor Schneider	NONE
Trustee Mitchell	
Trustee Daly	

Valerio – September 17, 2023

**MOTION** was made by Deputy Mayor Schneider to approve Valerio Park Request pending receipt of fee.

**SECOND** was made by Trustee Chichester

<b>AYE:</b> Trustee Chichester	<b>NAY:</b>
Deputy Mayor Schneider	NONE
Trustee Mitchell	
Trustee Daly	

Discussion

**BUDGET TRANSFERS AND ADJUSTMENTS**

Mayor stated the Board received Budget Adjustments request from the Treasurer dated September 8, 2023. Mayor read the memo.

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**MOTION** was made by Deputy Mayor Schneider to approve the Budget Adjustments that are outlined in the Treasurer's memo of September 8, 2023.

**SECOND** was made by Trustee Mitchell

**AYE:** Trustee Chichester

Trustee Mitchell

Trustee Daly

Deputy Mayor Schneider

**NAY:**

NONE

**ATTORNEY COMMENT**

Attorney Dave Darwin stated I have a couple of matters that, I believe, will be taking up in Executive Session other than that I don't have any comment.

**PUBLIC COMMENT**

Mr. Kelly – Oxford Lane – I have an appreciation note for the Village of Monroe. Last night on 911 they honored the victims who lived in Monroe who lost their lives. A very moving service by quite a few Fireman, Girl Scouts, Boy Scouts. It is something that people should never forget. The loss of lives because every time they read those people's names, God some of them are twenties, twenty-five, thirty. You were there. It was a very moving service and it should be and I really appreciate the way they actually had it set up. It made the families that were there some kind of constellation.

Trustee Chichester replied and that poem she read was wonderful.

Mr. Kelly stated it was just a moving ceremony.

Deputy Mayor Schneider replied all of it was. Even the singing. The young ladies that sang.

**MOTION** was made by Trustee Chichester to Enter into Executive Session for Attorney Client Privilege discussion.

**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 Mitchell to adjourn Executive Session and return to Regular Meeting.

**SECOND** was made by Deputy Mayor Schneider

**MOTION** was made by Trustee Chichester to adjourn the Regular meeting at 8:56pm.

**SECOND** was made by Trustee Daly

**ALL IN FAVOR**

Respectfully submitted by: \_\_\_\_\_  
Jane Leake, Village Clerk