

THE VILLAGE OF CORNWALL-ON-HUDSON BOARD OF TRUSTEES

April 7, 2008

Barbara J. Gosda and Richard Gioia (Trustees) 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 Joseph J. Gross
Trustee Mark J. Edsall
Trustee William T. Fogarty
Trustee Barbara J. Gosda
Trustee Richard Gioia

Also present were: Robert June, Water Superintendent, David Halvorsen, DPW Superintendent, Jeffrey Armitage, Fire Chief, and Jeanne Mahoney, Village Clerk.

MEETINGS OF THE VILLAGE BOARD OF TRUSTEES

Trustee Gosda 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. In addition, the regular work session of the Board of Trustees will be held the second Monday of each month at 7:00 PM. A 2nd work session of the month, if deemed necessary, will be held either on the fourth Monday of the month at 7:00 PM or on a Saturday. This motion was seconded by Trustee Fogarty and carried by a vote of 5 Ayes and 0 Nays.

OFFICIAL NEWSPAPER

Trustee Edsall made a motion to approve The Cornwall Local as the official weekly newspaper for the Village during the fiscal year 2008/09 which was seconded by Trustee Gioia and carried by a vote of 5 Ayes and 0 Nays.

Mayor Gross stated that the Village, at times, requires a daily newspaper. Trustee Gosda made a motion to approve The Times Herald Record as the official daily newspaper of the Village for the fiscal year 2008/09 which was seconded by Trustee Edsall and carried by a vote of 5 Ayes and 0 Nays.

ATTORNEY

Mayor Gross tabled this item for discussion later this evening in Executive Session.

MAYORAL APPOINTMENTS

Mayor Gross moved for the following appointments:

Assessor	Tabled for Future Discussion
Deputy Mayor	Mark Edsall
Village Attorney	Tabled Executive Session Discussion
Deputy Village Attorney	Tabled Executive Session Discussion
Village Clerk	Jeanne Mahoney
Tax Collector/Records Custodian	Jeanne Mahoney
Village Treasurer	Ralph J. Walters
Assistant Treasurer	Paula Sebesta
Deputy Clerk	MaryEllen Dennett
Deputy Tax Collector	MaryEllen Dennett
Water Superintendent	Robert June
Superintendent of Public Works	David Halvorsen
Code Enforcement Officer/Building Inspector	William Lee
Fire Inspector	William Lee
Village Historian	Colette Fulton
Chairperson Planning Board	Mary Aspin
Chairperson Zoning Board of Appeals	Horst Hoffmann
Village Engineer	Stantec, PC
Disaster Control Officer	Kurt Hahn
Assistant Disaster Control Officer	Tabled for Future Discussion

The foregoing appointments were seconded by Trustee Fogarty, and upon a vote of 5 Ayes and 0 Nays, they were approved.

BOARD APPOINTMENTS

Trustee Edsall moved for the following appointments:

Vital Statistic Registrar	Jeanne Mahoney
Deputy Vital Statistic Registrar	MaryEllen Dennett

The foregoing appointments were seconded by Trustee Gosda, and upon a vote of 5 Ayes and 0 Nays, they were approved.

PLANNING BOARD & ZONING BOARD APPOINTMENTS

Trustee Edsall moved for the appointment of Andrew Argenio to the Planning Board for a term to be established at a future meeting. The motion was seconded by Trustee Fogarty and carried upon a vote of 5 Ayes and 0 Nays.

COMMITTEE APPOINTMENTS

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

Water Committee	Mayor, Board of Trustees
Assessment Board Review	Gross, William Fulton, Brigid Flynn, Thomas Peterson, Susan Ostrander
Police Committee	Gross, Gosda
Fire Committee	Gosda, Edsall
Personnel Committee	Fogarty, Gosda
Audit Committee (Vouchers)	Mayor, Board of Trustees
Disaster Control	Gross, Edsall
Insurance Committee	Gosda, Gross
Labor Relations	Fogarty, Gosda
Street Committee	Gross, Edsall
Buildings & Grounds	Edsall, Gross
Records/Vital Statistics	Fogarty, Gioia
Trees/Beautification/Parks	Fogarty, Gioia
Cable TV Liaison	Gioia, Fogarty
Museum Liaison	Gross, Gioia
Fixed Asset Accounting	Fogarty, Edsall
Recycling	Gioia, Fogarty
Summer Youth Program	Gosda, Gioia
Equal Opp/Access Off.	Gioia, Fogarty

The foregoing motion was seconded by Trustee Edsall and carried upon a vote of 5 Ayes and 0 Nays.

RIVERFRONT REVITALIZATION COMMITTEE

Trustee Fogarty moved for the following re-appointments:

Simon Gruber	Chairperson
Richard Gioia	Board Liaison
Robert Anderson	
Colette Fulton	
Melissa Stoffa	
Andrew Maroney	
Mary Donahue	
Joseph DiSalvo	

Ron Salvatore
Warren Mumford
John Wenz

The motion was seconded by Trustee Edsall and upon a vote of 5 Ayes and 0 Nays it was carried.

ADVANCED APPROVAL OF CLAIMS

Trustee Edsall 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 was resolution was seconded by Trustee Gosda and upon a vote of 5 Ayes and 0 Nays, the motion was carried.

MILEAGE ALLOWANCE

Trustee Fogarty 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, currently .505 per mile.

Section 2. That this resolution shall take place immediately.

The foregoing resolution was seconded by Trustee Gosda, and upon a vote of 5 Ayes and 0 Nays, the motion was carried.

ATTENDANCE OF SCHOOLS

Trustee Fogarty 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 5 Ayes and 0 Nays, the motion was carried.

SIGNATURE CARDS

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

The Treasurer and Assistant 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 Assistant 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 Assistant 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 Edsall, and upon a vote of 5 Ayes and 0 Nays, the motion was carried.

DEPARTMENT OF PUBLIC WORKS GOALS

The goals for the 2008-09 year were stated as follows:

Rebuild Second Street

Improve drainage and blacktop approximately 1500-1700' of Deer Hill Road

Blacktop Duncan Avenue between Stillman Avenue and Duncan Lane intersection

Repair sidewalks along Hudson Street

Eliminate groundwater from entering sewer system and perform line maintenance

Landscape DPW facility

Conduct safety training for all DPW employees

Put a street sweeper into service

Perform routine street, sewer, sanitation and parks maintenance

WATER DEPARTMENT GOALS:

The goals for the 2008-09 year were stated as follows:

- Replace pressure reduction valve (PRV) at the traffic circle
- Install back up generator system at Riley Road station
- Upgrade chemical feed system for the wells
- Start in house leak detection program
- GPS map all valve and hydrant locations
- Replace Well controls
- Replace fencing at Jackson Avenue wellfield
- Upgrade Pecks Roadway

POLICE DEPARTMENT

The goals for the 2008-09 year were stated as follows:

- Continue to provide the best possible service to residents of and visitors to Cornwall on Hudson.
- Continue to model our Rules and Regulations after the Statewide Accreditation model.
- Continue our efforts to fill our vacant full time position.
- Continue our in-service training programs.
- Continue to work in conjunction with the Cornwall Coalition to address the needs and issues involving the youth of Greater Cornwall.
- Establish vehicle rotation program to effectively replace older vehicles thus minimizing repair costs and budget impact.
- Repair/replace fencing in the rear of station as it is in disrepair and an eyesore.

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 Gosda seconded the foregoing resolution and upon a vote of 5 Ayes and 0 Nays, the motion was carried.

NEW BUSINESS

FOGARTY DISCLOSURE STATEMENT

Trustee Fogarty made the following disclosure statement.

“I am presently a Trustee of the Village of Cornwall-on-Hudson, having served in this capacity since 2005. I am also an officer of HSBC working in Corporate Security - Investigation Unit at New Rochelle, New York.

HSBC currently does not have a relationship with the Village, it does not serve as a depository for Village funds, it has not been designated as a depository, paying agent, registration agent or for investment of funds, and I am not involved in any way in any contractual relationship between the Village and HSBC.

I believe that these facts do not result in a conflict of interest prohibited by Article 18 of the General Municipal Law. This letter discloses my interest to you in compliance with section 803 of that Law and I hereby request that it be set forth in the official record of the Village proceedings and that it be made a part of such proceedings.”

PUBLIC COMMENT

Chris Donato, a Village of Cornwall-on-Hudson DPW employee, spoke on behalf of the CSEA. He offered congratulations to Barbara Gosda and Richard Gioia and stated that the CSEA looks forward to working with them. In addition, he wished to publicly thank Rudy Hahn and Peter Miller for all their support and assistance over the years.

Having no further formal business to come before the Board, Trustee Edsall moved to adjourn the meeting in Executive Session to discuss legal matters at 7:30 PM, which was seconded by Trustee Fogarty and upon a vote of 5 Ayes and 0 Nays, the meeting was declared adjourned.