

## TOWN BOARD

The Town Board, Town of Highlands, held a public hearing, meeting and budget workshop on Monday, September 23<sup>rd</sup>, 2013 at Town Hall, 254 Main Street, Highland Falls, NY at 7:00pm.

PRESENT:	Mervin R. Livsey	---	Supervisor
	William Edsall	---	Council Member
	James Stradley	---	Council Member
	June Gunza	---	Council Member
	Holly Gokey	---	Council Member
	Justin Rider	---	Counsel
	Kelly Blauvelt	---	Comptroller
	Lesley Peterson	---	Deputy Town Clerk

Supervisor Livsey announced after the pledge that he would like to take a minute of silence for former Supervisor Tom Murphy, who had passed away this week.

### PUBLIC HEARING – Zoning Amendment “Bed & Breakfasts”

Supervisor Livsey opened the public hearing at 7:00pm

#### PUBLIC COMMENT

None

Council Member Gunza made a motion seconded by Council Member Stradley to close the public hearing. Public hearing closed 7:03pm.

**MOTION CARRIED: 5-ayes (Livsey, Edsall, Stradley, Gunza, and Gokey)**  
**0-nays**

### REGULAR MEETING

#### PUBLIC COMMENT

None

#### MINUTES

Council Member Edsall made a motion seconded by Council Member Gokey to accept the minutes from the September 9<sup>th</sup>, 2013 meeting.

**MOTION CARRIED: 5-ayes (Livsey, Edsall, Stradley, Gunza, and Gokey)**  
**0-nays**

#### COMMUNICATIONS

Supervisor Livsey received a letter from Vision asking for money to be budgeted for beautification. The Supervisor said that would be brought up in the budget workshop.

Supervisor Livsey read a letter from Alan Sidemen, in reference to Hudson Valley Builders Rights Coalition regarding how you can get the best information for your construction dollar when building in the Hudson Valley.

Supervisor Livsey received a letter from the school advising to save the date, regarding a state wide finance curriculum to be held Wednesday October 2, 2013 in Middletown at the Twin Tower School. Supervisor Livsey requested that Town Clerk Post Information at Town Hall.

James Skoufis will be attending a rally at Cornwall Hospital tomorrow, Tuesday September 24, 2013, to petition against closing the Emergency Room for twelve hours a day. He will be joined by elective officials and emergency responders and urges everyone to support him.

Supervisor Livsey received a letter from the Town of Fishkill stating that they are facing financial difficulty after over budgeting spent more than they estimated especially within their sewer project. The letter is very informative if anyone wants a copy I'll ask that the Town Clerk make copies.

Supervisor Livsey asked Council Member James Stradley if there is a way he can advertise for people to take advantage of riding the Dial-A-Bus, explaining that it is not only for seniors. The Supervisor said ridership is down and we need to encourage all community residents, young and old, to ride the bus.

Supervisor Livsey received a request from Holy Angels of Hudson Valley asking to use Brook's Park in Fort Montgomery for a Zombie 5K Fun Run on Saturday, October 26, 2013. The Supervisor said they will set up at 9am, the race will be from 11:00am – 3:00pm and they will be done at the park at 4:00pm. The Supervisor said there will be concessions and he has a copy of their insurance certificate. The Supervisor stated that there were a few concerns as far as police involvement, clean up afterwards and possibly a security deposit of \$500.00, so the Board decided to hold off on acting on this for the time being.

### **FINANCIAL REPORTS, REQUESTS & RESOLUTIONS**

#### **Budget Transfer – Dog Control**

Police department has requested money be transferred from equipment to fuel, Dog Control has beefed up their enforcement on dogs lately and have had the need to use the vehicle more.

Council Member Gunza made a motion seconded by Council Member Stradley to approve the transfer of \$230.00 from equipment to fuel.

**MOTION CARRIED:** 5-ayes (Livsey, Edsall, Stradley, Gunza, and Gokey)  
0-nays

#### **Budget Transfer – Repairs to Ambulance Fly Car**

Ambulance has asked for a transfer from Ambulance equipment to Ambulance transportation for repairs on the fly car.

Council Member Gokey made a motion seconded by Council Member Gunza to approve \$1,500.00 from equipment to transportation.

**MOTION CARRIED:** 5-ayes (Livsey, Edsall, Gunza, Stradley, Gokey)  
0-nays

**Budget Transfer – Dog Control Cell Phones**

Request to transfer from vehicle maintenance to Communication to cover cell phones for Dog Control for the rest of the year.

Council Member Gunza made a motion seconded by Council Member Gokey to approve \$150.00 from Veh. Maintenance to Communications.

**MOTION CARRIED:** 5-ayes (Livsey, Gunza, Gokey, Stradley, Edsall)  
0-nays

**Budget Transfer – Dog Control Uniforms**

Request from Police to transfer from equipment to uniforms for new jackets for dog control. The Board had questions to where the other dog control jackets went from the officer before and the need to purchase more at this time. The Board tabled this request until they can speak with Detective Bailey.

**Budget Transfer – Pool Filters**

Recreation requested a transfer from contractual expenses Long Pond to contractual expenses Roe Park to replace pool filters, account over expended.

Council Member Edsall made a motion seconded by Council Member Gokey to transfer \$788.49 from contractual expenses Long Pond to contractual expenses Roe Park for pool filters

**MOTION CARRIED:** 5-ayes (Livsey, Edsall, Gokey, Gunza, Stradley)  
0-nays

**Accounts Payable**

Supervisor Livsey reported that we paid account payables \$41,333.20; tomorrow we will be paying \$99,692.21. We also paid Water District #2 \$292,489.38, with \$3959.00 going to the attorney, \$63.00 to the agency.

**BOARD & DEPARTMENT REPORTS**

**Council Member Gokey:**

Council Member Gokey questioned the signage issue we were having and said that she had spoken with John Hager who said he was issuing violations.

Council Member Edsall had questions on whether second violations were being issued or not.

Council Member Gokey said John Hager had followed up on a few and written some new ones, residents are concerned that there is no follow up.

Justin Rider said we should be enforcing the code because it sends a positive message and commitment to the community.

Council Member Gokey said IT is quiet and there is nothing to report

Council Member Gokey reported that Dog Control was doing very well.

**Council Member Gunza:**

Council Member Gunza reminded everyone that this Saturday 28, at 2pm Highland Falls will host the Orange County Firefighters Parade. Ms. Gunza advised everyone to check the paper for street closures. Ms. Gunza said the Hudson Valley Women's Association has signs supporting the firefighters; please contact Ann Molina to purchase one.

**Council Member Edsall:**

Council Member Edsall reported that Scenic Hudson will be awarding the bids on Friday for demolition at the Fort Montgomery marina. Mr. Edsall also said that there is a bar scanner down there that links you directly to their Facebook page. Mr. Edsall said he threw out some ideas to Scenic Hudson that the Board would like to see some input regarding local laws and questioned whether handicapped parking should be allowed on that side of the tracks.

**Supt. of Highway Squicciarini:**

Supt. Squicciarini reported that they are completing surface treatments on Kaplan Way, Montgomery Rd, Bridge Terrace, Wayne Rd and Grove Place. Mr. Squicciarini said the balance of the water construction on Drew Rd, Montgomery Rd and St Mark's Place has been finished and hopefully in the next two weeks we will be grinding up the road and putting binder down to smooth it over and then finish up in the spring with top coat.

Supt. Squicciarini said there are two birch trees in Peacedale Cemetery that were badly damaged in the storm and he is asking the Board permission to remove the top of the trees, before someone gets hurt.

Supt. Squicciarini said he has a one ton truck that is 13 years old and that within the last few years he has put \$6,000 to \$7,000 into it. Mr. Squicciarini said he is requesting the Board allow him to expend up to \$65,000 from the Reserve Fund to replace the truck. Mr. Squicciarini said he would appreciate it if the board could make a motion tonight because he would like to have the new truck by winter.

Mr. Rider said he didn't have a Notice prepared for the paper, but he would try to have one prepared by Friday. Mr. Rider advised the Board that there will be a referendum for expenditure.

Supervisor Livsey asked if Mr. Squicciarini priced around.

Supt. Squicciarini said he did and the lowest was \$65,000.

Council Member Gokey asked how much is the old truck worth?



**UNFINISHED BUSINESS**

**Water District #2 “MOU” (Trust & Town):**

Supervisor Livsey reported that an agreement has been worked out with the village and there is enough water and money. The Supervisor said the Town is to initiate the original Phase and Phase 2 of the water project, which will include 11 more residencies, the firehouse, Town of Highlands Fort Montgomery School and three other litigants south of Sacred Heart Chapel. The Supervisor asked the Board to allow him to sign a Memorandum of Understanding with the trust. The Supervisor said the Town’s Agreement with the trust is that they’ll pay 50% and we’ll pay the other 50%. This memorandum allows the Trust to go further, the \$1,250,000 bond we have is going to be spent. Supervisor Livsey stated that the trust already made a deposit of \$300,000 and as soon as the agreement is signed, they are going to make another deposit of \$200,000. The Supervisor said they’ve already given the Town a deposit for improving the Bog Meadow Dam and he just needs the approval of the Board to sign the memorandum. Supervisor Livsey asked Mr. Rider if he missed anything.

Mr. Rider said the Supervisor didn’t miss anything and it is important that the people understand, the Town authorized the expenditure of \$1,194,750.00 and that is all that is being spent, the Town is bringing infrastructure and pipes are being laid so people are able to get water.

Supervisor Livsey asked the Town Board to authorize him to sign the memorandum agreement between the Town and Trust.

Council Member Edsall made a motion seconded by Council Member Gunza to allow the Supervisor to sign the memorandum agreement.

**MOTION CARRIED: 5-ayes (Livsey, Edsall, Stradley, Gunza, Gokey)  
0-nays**

**Zoning Amendment Bed and Breakfast:**

Council Member Gokey made a motion seconded by Council Member Stradley to adopt Local Law #3 of 2013 amending Section 210-10D(18) of Chapter 210 entitled “Zoning” of the Code of the Town of Highlands: Bed and Breakfasts.

**RESOLUTION ADOPTED: 4-ayes (Livsey, Stradley, Gunza, Gokey)  
0-nays  
1-abstain (Edsall)**

**\*\*\*\*RESOLUTION ATTACHED\*\*\*\***

**Restoration of Windows**

Supervisor Livsey reported that two bids had been received for the restoration of windows. The Supervisor said the bids range from \$4,300 to \$4,800.

Council Member Gokey questioned the \$17,000 bid to replace the windows and said that if the windows are going to be replaced, the Town should hold off on painting them.

Council Member Edsall agreed.

Supervisor Livsey said they really needed to be painted and asked Comptroller Blauvelt if there was enough money in the Reserve Account to pay for it.

Ms. Blauvelt said there was.

Mr. Rider said the Board needs to schedule a Public Hearing, to use money from the Reserve Fund. Board decided October 28, 2013. Mir Rider also said if the work hasn't been completed because of bad weather it could be carried over to next year.

Council Member Gokey made a motion seconded by Council Member Stradley to use money in the Reserve Fund to paint outside windows at Town Hall.

**MOTION CARRIED: 5-ayes (Livsey, Stradley, Gokey, Gunza, Edsall)  
0-nays**

**General Business**

**Membership – Board of Assessment Review:**

Supervisor Livsey reported that Frank Cassano's term on the Assessment Board of Review is up at the end of September and a letter has been received from him asking to be re-appointed. The Supervisor said that he believes the appointment has to be advertised and he will ask the Town Clerk to take care of that.

**EZ-Pass**

Supervisor Livsey said that the Town Clerk has asked for permission to sell EZ Passes at the Town Hall. The Supervisor reported that the Board needs to pass a resolution that has been prepared, in order for this to take place. The Supervisor said the cost to the Town is \$21 per EZ Pass tag and the consumer pays \$25. The Supervisor said this is a convenient service that can be offered to the public.

Council Member Gokey made a motion seconded by Council Member Edsall to adopt the resolution to authorize the Town Clerk to sell EZ-Pass.

**RESOLUTION ADOPTED: 5-Ayes (Livsey, Edsall, Gokey, Stradley, Gunza)  
0-nays**

**\*\*\*\*RESOLUTION ATTACHED\*\*\*\***

**Police Officers**

Supervisor Livsey received a letter of Resignation from Police Officer Andrew Polay.

Council Member Stradley made a motion seconded by Council Member Gunza to accept the resignation of Police Officer Andrew Polay

**MOTION CARRIED: 5-eyes (Livsey, Gunza, Stradley, Edsall, Gokey)**  
**0-nays**

Chief Quinn received an application and is making a recommendation to the Board that they hire Brian Larkin, a Highland Falls resident, as a part-time police officer for the Town of Highlands.

Supervisor Livsey requested that all future Police Officers come and introduce themselves prior to being hired as it is always nice to meet beforehand.

Council Member Edsall made a motion seconded by Council Member Gokey to hire part-time police officer, Brian Larkin with the requirements of starting salary and maximum probation.

**MOTION CARRIED: 5-eyes (Livsey, Edsall, Gokey, Stradley, Gunza)**  
**0-nays**

Supervisor Livsey received a resignation from Dog Control Officer, Dominique Vigliotti.

Council Member Gunza made a motion seconded by Council Member Edsall, to accept the resignation of Dog Control Officer Dominique Vigliotti.

**MOTION CARRIED: 5-eyes (Livsey, Gunza, Edsall, Gokey, Stradley)**  
**0-nays**

Supervisor Livsey requested that we get back the uniform she has and possibly withhold her final paycheck until we get it.

Supervisor Livsey has a request from Detective Bailey to accept an application from Kathleen McGuinness for part-time Dog Control Officer. Detective Bailey said she has experience in dog care.

Council Member Stradley made a motion seconded by Council Member Gunza to hire Kathleen McGuinness as part-time dog control officer @ \$12.05hr.

**MOTION CARRIED: 5-eyes (Livsey, Gunza, Edsall, Stradley, Gokey)**  
**0-nays**

**Cornwall Hospital Emergency Room**

Council Member Gunza reported that Cornwall Hospital is trying to reduce funds by closing the Emergency room at the Cornwall Campus between the hours of 10:00pm and 10:00am. Ms. Gunza said there was a meeting held September 17, 2013 with many staff members including doctors from Cornwall/St Luke's Hospital explaining there is not much use at the emergency room. Ms. Gunza also stated that in attendance were Supervisors and Mayors from surrounding communities including Captain Bill Stroppel from the Town of Highlands.

Council Member Gunza said she found it very interesting that even though they have requested to become a part-time ER, they have requested an exemption to be paid as a full time emergency room.

Council Member Gunza said that people asked why bonuses were being paid to the administration even though they were closing part time, no one could give them a direct answer. Ms. Gunza also stated that Captain Stroppel was concerned in an emergency, during bad weather that extra 15 minutes to St Luke's in Newburgh could be a matter of life and death.

Council Member Gunza said Assemblyman Skoufis will have a press conference tomorrow, Tuesday September 24, 2013 10:30am outside the Cornwall Campus and encourages everyone to come and show support, to try and put pressure on the administration to try to keep the emergency room open.

Supervisor Livsey said that he went to St Luke's Hospital, Newburgh and it is double the response time to get someone there, it is critical to keep Cornwall Campus open.

Captain Stroppel said he is concerned, that if they go to St. Luke's, we might get turned away or they could be on lockdown and then what happens.

Council Member Gokey asked about possibly resurrecting something with Keller Army Hospital.

Captain Stroppel said that's a whole other issue.

Chief Quinn said policies need to be in place in case the roads around us are closed.

Captain Stroppel said this situation is critical to the Town of Highlands.

**Request for Lead Agency Status- HUD**

Supervisor Livsey reported there had been a request for Lead Agency Status, a company called Pro Storage Technology representing HUD is helping provide financial assistance to homeowners who had property damage in Hurricane Sandy. The Supervisor said the agreement has been reviewed by Mr. Rider and he just needs authorization from the Board to sign it.

Council Member Edsall made a motion seconded by Council Member Stradley to allow Supervisor to sign the on the agreement for Lead Agency Status.

**MOTION CARRIED: 5-ayes (Livsey, Gokey, Edsall, Gunza, Stradley)  
0-nays**

**Verizon Network Extender**

Supervisor Livsey said that purchasing a cell phone booster had been discussed and the Town can purchase a Network Extender from Verizon for a one-time cost of \$400 which included warranty and money back guaranty.

Council Member Gokey said do we really want cell phone use in town hall.

Supervisor Livsey said well they are already going out of town hall to use them.

Comptroller Blauvelt said well with kids and everything it's nice to have the availability.

Council Member Stradley agreed.

Council Member Gokey asked if it boosted the Wi-Fi as well.

Comptroller Blauvelt said no it was strictly for cell phones.

Supervisor Livsey asked if the money is in the IT budget for it.

Comptroller Blauvelt said she believes it is.

Council Member Edsall made a motion seconded by Council Member Stradley to purchase a Network Extender from Verizon for \$400.00 to improve cell phone use within the building.

**MOTION CARRIED: 4-ayes (Livsey, Gunza, Stradley, Edsall)  
1-nay (Gokey)**

**Village request for Sewer District**

Supervisor reported that the village is requesting a special Sewer District for the car wash.

Mr. Rider said the Sewer District is a large undertaking with quite a bit of formality to it. Mr. Rider said the process is fairly expensive and management of a one lot sewer district is very time consuming. Mr. Rider stated that the State Comptroller's office has reviewed that this is not always equitable and they are concerned with efficiency. Mr. Rider said there are two (2) ways to request a district: 1-enough residents come forward and there is a need for a district and; 2-the Board can come together and decide there is a need and then a referendum would be needed.

Council Member Gokey asked if the car wash was an outside vendor to the village.

Justin Rider said they were.

Council Member Gokey asked if they could simply be cut off if they are not paying,

Justin Rider said with the Sewer, unlike water, that is not allowed you cannot shut someone's sewer down there is legality issues with that.

June Gunza asked how the Town could recoup the funds that are owed.

Justin Rider said if you have engaged in a contract there are ways to close their account down but the physicality's of shutting them down are little more difficult. Mr. Rider does not think that adding a single district is an equitable way to do business and the end result may not be rewarding.

Supervisor Livsey asked what Mr. Rider what he would advise the Town to do.

Justin Rider said it would be his recommendation that the Town not form a one lot sewer district.

**Kiska Construction**

Supervisor reported that Kiska Construction is the company that is painting the Popolopen Bridge and the Town has an agreement with them to use the sewer pump station at the bottom of Corbin Hill in Fort Montgomery as their staging area. The Supervisor said the Town is letting them use the electricity from the pump station they will pay the total bill. Supervisor Livsey has an insurance certificate from them for \$2,000,000 and a letter releasing the town from any legality. The Supervisor said it is a good deal.

Council Member Gokey made a motion seconded by Council Member Edsall to okay the agreement between Kiska Construction and the Town to use the Sewer Pump Station by Corbin Hill for the use of electricity.

**MOTION CARRIED: 5-eyes (Livsey, Gokey, Edsall, Gunza, Stradley)  
0-eyes**

**Public Comment**

Ed Magryta asked the Board what they are doing to properly establish the General Reserve Fund

Supervisor Livsey responded that it has been established where the monies can and cannot go. The Supervisor said the Town has \$833,000 and will use what is needed in the budget and the rest will be returned to the taxpayer.

Ed Magryta said that he understands that the board will use it to balance the budget then return what is left to the taxpayer?

Supervisor Livsey said that is not entirely accurate.

Ms. Blauvelt and Mr. Rider proceeded to explain what the Town was doing with the questioned money.

Council Member Gokey said can we leave it there.

Justin Rider said that certainly you can carry funds over year after year but it has to be a reasonable amount of money. There is no benchmark for what is reasonable when it comes to the Town. I think you have not discussed or defined what you will use the money for.

Ed Magryta said he was still confused about what the fund is being used for.

Council Member Edsall said there are many ideas on the board, far back as when you were Supervisor

A lengthy discussion took place about money and different funds.

Ed Magryta said he would like to bring up the involvement of the Town with the new Senior Center. Mr. Magryta said that now that the grant is moving forward, maybe some of the reserve fund money could be used towards the senior center since there are both Town and Village seniors using it.

Supervisor Livsey asked if there could be a two minute recession while Mr. Rider left and asked if the video and sound could be turned off until the Budget Meeting begins.

Council Member Edsall made a motion seconded by Council Member Gokey for Public Hearing for the membership of the ZBA is moved from October 14, 2013 to October 28, 2013.

**MOTION CARRIED: 5-ayes (Livsey, Edsall, Gokey, Gunza, Stradley)  
0-nay**

Council Member Gunza made a motion seconded by Council Member Edsall to change the Town Board Meeting on October 14, 2013 and move to October 7, 2013.

**MOTION CARRIED: 5-ayes (Livsey, Gokey, Gunza, Edsall, Stradley)  
0-nays**

### **Budget Meeting**

#### **Court**

Ms. Blauvelt said everyone should have a revised copy of the budget as Vinnie's court officer uniforms weren't budgeted in previously.

The Board and Judge Donaldson discussed the part-time Clerk and what she was hired for.

Council Member Gunza said the Board was assured that there was going to be \$100,000 more revenue coming in from these girls processing tickets.

Judge Donaldson said he never promised another \$100,000 in revenue and stated that the part-time Clerk is working on tickets and doing a great job.

Outstanding tickets are an ongoing problem and Judge Donaldson and Ms. McCormick, Court Clerk, both said that it's a tedious and impossible task to accomplish processing tickets dating back as far as 1970. They also stated that it's not in the Court's best interest to do 100 tickets a week because they will be inundated with fines and questions, which would be too overwhelming.

Judge Donaldson said there have also been many computer problems and he would like to keep the part timer.

Supervisor Livsey said he was not in favor of keeping her.

Judge Donaldson said that they are waiting to get the scanner system that will help tremendously because they have to start scanning tickets as far back as 1998.

Council Member Gunza asked which clerk was the replacement for Ann Molina.

Judge Donaldson said Dawn Pohl was.

Council Member Gunza asked if the part time clerk and Dawn do the same work.

Ms. McCormick said Dawn mainly does the parking tickets, but she is also working with her to try and catch up on things.

Supervisor Livsey said the Town was promised a \$100,000 increase in revenue.

Judge Donaldson said well I did not promise anything.

Supervisor Livsey said Judge Fatsis did and the Supervisor stated that he would rather not authorize a second part-time court clerk.

Ms. McCormick said that would mean more overtime.

Supervisor Livsey said well I'm going to request we cut the overtime line out also.

Judge Donaldson said the Court Clerks work harder than anyone and they still can't keep up with what needs to be done.

Council Member Edsall asked if the number of cases have gone up in the last four years. Mr. Edsall also asked if technology is helping at all. Mr. Edsall questioned if it was necessary to deal with such old tickets.

Judge Donaldson said the old tickets have to be dealt with; judges have been sent off the bench for not complying. Judge Donaldson also said he believes the scanner will be of great benefit.

Mr. Fatsis interrupted the meeting and stated he did not promise any additional revenue and informed the Supervisor that he was not to use his name in an inaccurate statement again.

Supervisor Livsey told Mr. Fatsis not to interrupt his meeting.

Mr. Fatsis continued with his rant.

Council Member Gunza stated that this was a budget meeting and there was not public comment, but if Mr. Fatsis wanted to stay, he could have a seat.

Supervisor Livsey said that he made his feelings clear about the part-time clerk.

Council Member Gunza said she would like to review it more.

## TOWN BOARD

SEPTEMBER 23, 2013

Council Member Edsall said the clerk was hired with a purpose in mind and that was never accomplished.

Council Member Gunza asked how many clerks attend court.

Judge Donaldson said just the one.

Council Member Gunza suggests we go through the rest of the budget and review the part time clerk at later date.

Reviewing your budget it went down, court officers went down because you are not paying police officers anymore and we took out Ann Molina Court Clerk, plus the cell phones are out, also postage is going up.

Judge Donaldson said uniforms for Court Officers have to be revisited because of sizes; the officers are working out fantastically though.

The Board discussed overtime with Judge Donaldson.

Supervisor Livsey said he wasn't sure if the Board could finalize on his part-time clerk or overtime today.

Council Member Gunza questioned the equipment line in the judge's budget.

Judge Donaldson said that is for repairs and he would like to budget the purchase of the scanner in there.

Judge Donaldson said he has budgeted for training to cover everyone including court officers and he has also budgeted for community service.

Supervisor Livsey expressed regret that they argued a little back and forth regarding the court budget and he wanted Judge Donaldson to know that he appreciates that he put a lot of time and effort into his budget.

Judge Donaldson said he understood that the Supervisor was doing his job in trying to see where more cuts could be made but wants everyone to understand that there are needs to be met, and they are trying to accomplish that.

Supervisor Livsey said the Board will take a hard look at the two things they are concerned with.

Supervisor Livsey recognized a young boy scout in the audience, John Crawford, who was sitting in on the meeting to earn his Merit Badge.

**Dial-A-Bus**

Supervisor Livsey asked if there was a department head here for Dial-A-Bus and there was not. The Supervisor acknowledged Council Member Stradley, the liaison was there.

Comptroller Blauvelt said that the Department Head had cut her budget.

Council Member Stradley said she did nice job on her budget.

Comptroller Blauvelt said the cell phone is now with Verizon, fuel is always a little higher each year and Ms. Solan comes close to her revenue. Ms. Blauvelt said that with the new bus, maintenance will be down.

Council Member Gunza asked if the Town had considered raising the fare.

Council Member Edsall questioned the revenue Dial-A-Bus is bringing in and stated that it costs the Town approximately \$18.00 a trip to take someone somewhere. Council Member Edsall said ridership needs to increase and people have to realize the bus is not just for seniors.

**Assessor**

Ms. Blauvelt said that the Assessor has done a great job bringing her budget down by \$2,000.

Supervisor Livsey said it might be able to be brought down more.

Ms. Blauvelt said the legal action fees might be able to be brought down.

Supervisor Livsey addressed Council Member Gokey asking her to talk to building about leaving the office unmanned. The Supervisor said they can go out together as long as Irene is in the office but when she's not around someone needs to be there.

Supervisor Livsey asked Deputy Town Clerk Lesley Peterson if they notified her where they were going.

Deputy Town Clerk Peterson said they were usually good at letting her know where they were.

Ms. Blauvelt said it's important that they do for their own safety, if they are gone for unexpected long amounts of time there may be an issue there.

**Building** (Con't from last meeting)

Ms. Blauvelt reported that building Inspector's equipment and other expenses went up. Ms. Blauvelt said the Other Expense line has an allowance for clothing and gear which it never had before.

Ms. Blauvelt said sewer inspections and Building Foil requirements can be taken out as all Foil's should go through the Town Clerk.

Deputy Town Clerk Peterson said there was a setup in BAS that recognizes Building Foils as their own entity.

Ms. Blauvelt said the Inspector has two accounts, Consultant Inspections reimbursed and Consultant Inspections non reimbursement, \$1,000 each that are never used.

Council Member Edsall states it would be better to remove them so as to not to confuse anything.

Council Member Gokey asked if there was another account with \$10,000 in it.

Ms. Blauvelt said that account is for codification and it does get used. Ms. Blauvelt also said that Mr. Hager is responsible for the e-codes to be updated. Ms. Blauvelt said that Mr. Hager brought that account down to \$4,750.

**Planning**

Supervisor Livsey said there is no project in motion to consolidate planning boards and Chairman Smith doesn't want consolidation done within a month.

Ms. Blauvelt said the salary was kept flat and the department had dropped its other expenses down from \$1,380.00 to \$600.00. The Secretary for Planning & Zoning Fran Dewitt gets \$41.58 hr for planning and \$55.75 per hour verbatim minutes, she is only working one to two hours a month. However, you are not going to get a secretary for \$12.00hr. Planning did cut back on their revenue.

**Benefits**

Ms. Blauvelt said the Town has been using CDPHP with no problems.

Based on the salaries that are flat regular employees retirement went down \$22,000.00 and Police and Fire went up \$25,000.

Council Member Edsall asked if there are more people qualifying for benefits.

Ms. Blauvelt said it went up generally statewide and part of it is the Retirement System requires the Town to annualize people's salary when submitting data.

Council Member Edsall said B Fund is going up and A Fund down.

Ms. Blauvelt said Social Security is flat, Workers Comp is down \$57,000.00 and Scott Liebert is coming in to talk about insurance. Ms. Blauvelt said hospitalization went down by \$78,000 which is huge. Ms. Blauvelt said benefits are in good shape this year.

Ms. Blauvelt said next week's meeting will be a wrap up of salaries, outstanding items, fund balance and contingent accounts.

Ms. Blauvelt said the tax levy is total expenses minus the revenue minus whatever fund balance you are going to roll over from last year and the Town will need to be under \$2,913,066.00.

Council Member Stradley made a motion seconded by Council Member Gokey to adjourn meeting. Meeting adjourned at 10:05pm.

**MOTION CARRIED: 5-ayes (Livsey, Gokey, Stradley, Gunza, Edsall)  
0-nays**

RESOLUTION

OF

SEPTEMBER 23, 2013

A RESOLUTION AUTHORIZING  
THE TOWN OF HIGHLANDS TOWN CLERK  
TO SELL E-Z PASSES IN THE CLERK'S OFFICE

Council Member **Gokey** moved the following resolution which was seconded by Council Member **Edsall**.

**WHEREAS**, the NYS Thruway Authority has made available to vendors who enter into agreement with the Authority the ability to sell E-Z Pass; and

**WHEREAS**, the sale of EZ-Pass would be a convenient service to the residents; and

**WHEREAS**, the Town Clerk will adhere to all legal requirements contained within the E-Z Pass sales agreement.

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board hereby authorizes the Town Clerk to sell E-Z passes in the Clerk's office and the Town Clerk shall adhere to all legal requirements imposed by the Thruway Authority.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call which resulted as follows:

James Stradley, Councilman	voting <b>Aye</b>
June Gunza, Councilwoman	voting <b>Aye</b>
Holly Gokey, Councilwoman	voting <b>Aye</b>
William Edsall, Councilman	voting <b>Aye</b>
Mervin R. Livsey, Supervisor	voting <b>Aye</b>

The foregoing constitutes a true and complete copy of a resolution duly made, seconded and adopted at a meeting of the Town Board, Town of Highlands, on September 23, 2013.

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June Patterson, Town Clerk

RESOLUTION

OF

SEPTEMBER 23, 2013

A RESOLUTION TO ADOPT  
A LOCAL LAW AMENDING SECTION 210-10D(18)  
OF CHAPTER 210 ENTITLED "ZONING"  
OF THE CODE OF THE TOWN OF HIGHLANDS:  
BED AND BREAKFASTS

Councilwoman Gokey moved the following resolution which was seconded by Councilman Stradley.

**WHEREAS**, the Town Board of the Town of Highlands adopted a resolution on the 26<sup>th</sup> day of August, 2013 ordering a public hearing to be held on the 23<sup>rd</sup> day of September, 2013, at 7:00 o'clock p.m., prevailing time, to hear all interested parties on proposed Introductory Local Law #3 of the Year 2013 entitled "A Local Law Amending Section 210-10D(18) of Chapter 210 entitled 'Zoning' of the Code of the Town of Highlands: Bed and Breakfasts;" and

**WHEREAS**, a notice of Public Hearing was duly advertised on the 13th day of September, 2013 in The News of the Highlands and posted on the Town Clerk's sign board on the 10th day of September, 2013; and

**WHEREAS**, the Public Hearing was duly held on the 23<sup>rd</sup> day of September, 2013 at 7:00 o'clock p.m., at Town Hall, 254 Main Street, Highland Falls, New York and all parties in attendance were permitted to speak on behalf or in opposition of the proposed Local Law or any part thereof; and

**WHEREAS**, the Town Board of the Town of Highlands has conducted an environmental review of the proposed adoption of the Local Law under Part 617 of the General Regulations adopted pursuant to Article 8 of the Environmental Conservation Law ("SEQRA") and has determined that said action will not have an adverse environmental impact and, accordingly, issued a negative declaration; and

**WHEREAS**, due to the order of adoption and filing of introductory local laws by the Town Board of the Town of Highlands, upon adoption and filing with the Secretary of State said Local Law will be designated as Local Law No. 2 of 2013; and

**WHEREAS**, the Town Board of the Town of Highlands, after due deliberation finds it in the best interest of the Town to adopt said Local Law.

**NOW, THEREFORE, BE IT RESOLVED** as follows:

The Town Board of the Town of Highlands hereby adopts said Local Law #2 of the Year 2013 entitled “A Local Law Amending Section 210-10D(18) of Chapter 210 entitled ‘Zoning’ of the Code of the Town of Highlands: Bed and Breakfasts.”

The Town Clerk is hereby directed to enter this resolution and said Local Law in the minutes of this meeting and the Local Law Book of the Town of Highlands and to give due notice of the adoption of said Local Law to the Secretary of State and to the public.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call which resulted as follows:

James Stradley, Councilman	voting AYE
June Gunza, Councilwoman	voting AYE
Holly Gokey, Councilwoman	voting AYE
William Edsall, Councilman	voting ABSTAIN
Mervin R. Livsey, Supervisor	voting AYE

The foregoing constitutes a true and complete copy of a resolution duly made, seconded and adopted at a meeting of the Town Board, Town of Highlands, on September 23, 2013.

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June Patterson, Town Clerk