

**A Village Board Work Session Meeting was held on Tuesday, July 17, 2023 at 7:00 P.M. at Village Hall, 9 Fairlawn Drive, Washingtonville, New York.**

**PRESENT:**

**Mayor Thomas DeVinko; Deputy Mayor Susan Walski; Trustee Donna Jacaruso; Trustee Steve Presser; Trustee Vernon Coleman.**

**PLEDGE OF ALLEGIANCE TO THE FLAG:**

**Mayor Thomas DeVinko led the Pledge of Allegiance to the Flag.**

**PUBLIC COMMENT:**

**There were no public comments.**

**PUBLIC HEARING – 7:05 P.M. – 9 BERNADETTE WAY – GRASS CUTTING:**

**Trustee Jacaruso made a motion, seconded by Trustee Presser and adopted to open the Public Hearing regarding 9 Bernadette Way lawn mowing.**

**Mayor DeVinko explained that correspondence has been sent to the homeowner's bank and the listed homeowner of the property several times regarding cutting the grass which is about two (2) feet high at 9 Bernadette Way, and each letter was returned. Therefore, the Village Board offered the Public Hearing tonight for the homeowner to come forth and plead their case. Since no one is in attendance, the Village Board will move forward regarding this matter.**

**Trustee Jacaruso made a motion, seconded by Trustee Coleman and adopted to close the aforestated Public Hearing.**

**Trustee Jacaruso made a motion, seconded by Trustee Coleman and adopted to confirm the Village Building Inspector's Order to Remedy, and authorize Par 5 Landscaping to perform lawn mowing services at 9 Bernadette Way effective immediately this date, July 17, 2023; said Resolution passed by a unanimous vote of the Village Board. 5 Ayes, 0 Nays, 0 Abstentions.**

**FINANCIAL UPDATE:**

**Treasurer Tillotson reported that the Village is waiting for signature from Governor Hochul regarding the bill that was passed in the New York State Assembly and New York State Senate authorizing the Village of Washingtonville to borrow up to 4.5 million dollars in funding. The Treasurer stated it is estimated that each resident would have to pay an additional tax amount between \$224.84 - \$299.79 per year. This is only an estimate until the Governor signs the bill, and an accurate interest rate is obtained but it is close to what each household will have to pay for the next ten (10) years.**

**REVIEW OF WATER – SEWER AND FACILITY CHARGE RATE:**

**Deputy Mayor Walski indicated the next water – sewer billing cycle will be complete by the end of next week. The amount of estimated billing accounts has been reduced, and actual readings are being obtained. The October Debt Service Bond Payment for the Sewer Plant is \$440,000. Last Water – Sewer billing quarter the**

**REVIEW OF WATER – SEWER AND FACILITY CHARGE RATE – (CONTINUED):**

Village received approximately \$80,000 in facility use charges, and quarters prior to this still did not give the Village enough revenue to pay the Bond payment. Therefore, the facility use charge per quarter will have to be increased from \$37.00 to a higher number to cover this debt. Discussions are taking place with Village Counsel regarding residents not responding or allowing access to their water meters to address meter problems.

**PARKING LIMITS – THIRTY (30) MINUTES – SURVEY FOR DOWNTOWN BUSINESSES:**

Mayor DeVinko stated an informal survey was given to local businesses who are not in favor of installation of parking meters in the downtown Village area on Route 94 and Route 208. The business owners feel they are working very hard in trying to increase customers coming into their stores and the meters could deter people from visiting Washingtonville. Chief Zaccaro will create an additional formal survey to provide to the downtown businesses.

**NORTH STREET AND ROUTE 94 – ROUTE 208 AND VILLAGE MUNICIPAL LOT – DRIVEWAY ENTRANCE:**

Mayor DeVinko stated that during heavy traffic volume periods motorists are blocking roads and entrances in front of North Street and Route 94, and Route 208 and the Village Municipal parking lot driveway entrance. A meeting will be held with New York State Assemblyman Brian Maher regarding symbols being placed on the road in these locations to alleviate the problem.

**LEAD PIPE INVENTORY – SEACORD LANE – EMERSON DRIVE – DOUGLAS COURT:**

Mayor DeVinko reported the Village of Washingtonville has received information from the New York State Department of Health (N.Y.S. – D.O.H.) to inventory all commercial and residential structures for lead water service pipes in the Village of Washingtonville. The inventory project must be completed by October 2024. The Village plans to begin the inventory process next month and will be sending a letter to residential and commercial owners to set up appointment times to enter the home or building to evaluate the type of water service entering the premises. The homeowner or building owner can also assist the Water Department to determine if the water service line is lead or copper by looking in the basement near the water meter where water service comes into the building. If the small pipe is gray, it's most likely lead. If brown, it is likely copper. Only the lead service lines will be replaced. The Mayor stated updates will be provided as the survey progresses.

**RECEIPT OF \$4,999 GRANT FROM ORANGE COUNTY TOURISM COUNTY EXECUTIVE STEVE NEUHAUS:**

Mayor DeVinko expressed thanks and appreciation to Orange County Executive Steve Neuhaus for advising the Village there was a Grant in the amount of \$4,999 available to offset expenses from the Village of Washingtonville Fourth of July Fireworks Display.

**RECEIPT OF \$4,999 GRANT FROM ORANGE COUNTY LEGISLATOR KATHY STEGANGA:**

Mayor DeVinko expressed thanks and appreciation upon receiving a \$4,999 Grant from Orange County Legislator Kathy Stegenga. This Grant will be utilized to purchase a School Crossing warning flashing light by Taft Elementary School which has been broken and will help to prevent accidents and keep the community safe.

**UPDATE HELP DESK WORKFLOW MANAGEMENT:**

Deputy Mayor Walski indicated interviews were held with one company regarding a help desk workflow management system which will provide service for \$800 per month with unlimited users, and help manage incident reports that come in for follow up and send reports to each appropriate Department head. Mayor DeVinko and Trustee Walski also interviewed a second company named Coast Software Product, which is a more expensive charge per user and has many options the Village does not require. Deputy Mayor Walski wishes to have a simple program to track Incident Reports when submitted. The Village is leaning towards the first company offer as it suits the needs and is economic for The Village. The software company will build it to the Village specifications, and there will be a link directly on the website home page. This system will provide homeowners with automatic email updates and improve communication with residents who put in Reports.

**UPDATE REGARDING VILLAGE FIREWORKS HELD ON JULY SEVENTH:**

Mayor DeVinko reported the new Events Committee did a great job with the Village Fireworks Display including vendors, a band, beer truck and slushies. Over 2,500 people attended. There were two children who were lost but found very quickly, and no other incidents were reported.

**MEETING WITH COUNTY LEGISLATOR STEGENGA, BLOOMING GROVE AND NEW WINDSOR SUPERVISORS REGARDING THE NEW WINDSOR TRAIN BRIDGE ON TOLEMAN ROAD:**

Mayor DeVinko stated reports have been received of tractor trailers becoming stuck in the one-way tunnel on Toleman Road. Research will be conducted to determine if a larger signage system for tractor trailers so the drivers are aware the bridge is only nine (9) feet high would be beneficial.

**SEWELL PARK UPDATE - DRAFT PLAN DUE SEPTEMBER:**

Mayor DeVinko reported a draft plan is being worked on and should be available in September depicting what the Park will look like. At this point in time the Village will work on obtaining Grant funding. Concepts for the Park will include a grandstand gazebo large enough to hold music equipment. The Mayor has been in contact with Sewell family members and will provide updates as the project moves forward.

**SIDEWALKS PROPOSAL FROM VILLAGE PARKING LOT TO THE EXISTING SIDEWALKS BY THE MIDDLE SCHOOL. LETTER TO SENATOR SKOUFIS AND ASSEMBLYMAN MAHER:**

The Mayor is working on having sidewalks installed by the former Village Hall, 29 West Main Street. Letters to New York State Senator James Skoufis and Assemblyman Brian Maher have been sent notifying them of the Village's request for sidewalks.

**70 - RESOLUTION - PROPERTY MAINTENANCE – 9 BERNADETTE WAY:**

Trustee Presser made a motion, seconded by Trustee Coleman, and adopted to authorize approval of PAR 5 Landscaping to maintain the property at 9 Bernadette Way at a cost not to exceed \$120.00 for initial cut and bi-weekly mowing at \$60.00, which will be paid by the Village and relieved to the property tax bill; said Resolution passed by a unanimous vote of the Village Board. 5 Ayes, 0 Nays, 0 Abstentions.

**71 - RESOLUTION - ACCEPTANCE OF RESIGNATION OF DEPARTMENT OF PUBLIC WORKS – (D.P.W.) EMPLOYEE:**

Trustee Jacaruso made a motion, seconded by Trustee Presser and adopted to accept the resignation of Department of Public Works (D.P.W.) employee Harry Steinberger effective Monday, July 17<sup>th</sup>, 2023; said Resolution passed by a unanimous vote of the Village Board. 5 Ayes, 0 Nays, 0 Abstentions.

**72 - RESOLUTION – MILLENNIUM STRATEGIES – GRANT WRITING SERVICES:**

Trustee Presser made a motion, seconded by Deputy Mayor Walski and adopted to approve Millennium Strategies for Grant Writing services for NYS Smart Growth Community Zoning/Planning Grant for Comprehensive Plan Services at a cost not to exceed \$4,000; said Resolution passed by a unanimous vote of the Village Board. 5 Ayes, 0 Nays, 0 Abstentions.

**73 - RESOLUTION – KIWANIS CLUB – PUMPKIN AND MUM SALE:**

Trustee Presser made a motion, seconded by Trustee Coleman and adopted to approve the Kiwanis Club to sell pumpkins and mums on Sunday, September 17, 2023, from 7:30 a.m. – 4:00 p.m. at Veterans Park, 29 West Main Street parking lot; said Resolution passed by a unanimous vote of the Village Board. 5 Ayes, 0 Nays, 0 Abstentions.

**74 - RESOLUTION – 183 EAST MAIN STREET – PUBLIC ASSEMBLY PERMIT - USE OF VILLAGE PARKING LOT AND POLICE CROSSING GUARD:**

Trustee Jacaruso made a motion, seconded by Trustee Presser and adopted to approve the Public Assembly Permit for 183 East Main Street for use of Village parking lot at L. Vernon Allen Park, and Police as a Crossing Guard for an event located at 183 East Main Street; the homeowner will reimburse Police costs along with cleaning of parking lot and bathrooms; said Resolution passed by a unanimous vote of the Village Board. 5 Ayes, 0 Nays, 0 Abstentions.

**75 - RESOLUTION – SIGNAGE FOR GOLF SHOP:**

Trustee Jacaruso made a motion, seconded by Trustee Coleman and adopted to authorize approval of the Sign Permit for the GOLF SHOP located at Brotherhood Plaza Mall; the sign will have standard red letters; said Resolution passed by a unanimous vote of the Village Board. 5 Ayes, 0 Nays, 0 Abstentions.

**76 - RESOLUTION – FACILITY USE REQUEST – WASHINGTONVILLE LITTLE LEAGUE:**

Trustee Presser made a motion, seconded by Deputy Mayor Walski and adopted to approve the Washingtonville Little League (Softball) Facility Use Request to use Woodfield Softball facility located at Woodfield Skateboard Park from July 10 through September 1 between 5:00 p.m. - 7:30 p.m. on Monday, Wednesday, and Thursday; said Resolution passed by a unanimous vote of the Village Board. 5 Ayes, 0 Nays, 0 Abstentions.

**77 - RESOLUTION – SCHEDULE PUBLIC HEARING – VILLAGE PROCUREMENT POLICY:**

Trustee Coleman made a motion, seconded by Trustee Jacaruso and adopted to authorize approval to schedule a Public Hearing to be held on Monday, August 7 at 7:00 P.M. to consider a Local Law to amend Chapter 26, Article IV, Procurement Policy; said Resolution passed by a unanimous vote of the Village Board. 5 Ayes, 0 Nays, 0 Abstentions.

**78 - RESOLUTION – SIGN PERMIT – DR. NUKK DENTISTRY:**

Discussion and Resolution to approve the Sign Permit for Dr. Nukk's Family Dentistry Sign was tabled.

**79 - RESOLUTION – ABSTRACT:**

Deputy Mayor Walski made a motion, seconded by Trustee Presser and adopted to authorize approval of Budget Transfers and amendments as necessary to affect necessary transfer of funds and to pay Warrants; said Resolution passed by a unanimous vote of the Village Board. 5 Ayes, 0 Nays, 0 Abstentions.

**PUBLIC COMMENT:**

Resident Diane Mack of 25 Capital Drive expressed concerns regarding gravel, rocks and debris on Village streets. Ms. Mack would like to know the status of the Village street sweeper and a date when the streets would be cleaned. Mayor De Vinko stated the sweeper was repaired and then broke down for a second time. In the event the sweeper will be out of commission for a long period of time the Village will research the possibility of a rental sweeper.

Mayor DeVinko stated all weeds that were in the area outside of Orange County Transit have been removed.

An audience member suggested new residents to the Village of Washingtonville should be notified of the grass, brush and chipper clean up dates. An annual calendar depicting these dates should be included with a welcome package. Mayor DeVinko indicated the Village is working on the creation of a new resident packet which will include a welcome letter.

**PUBLIC COMMENT – (CONTINUED):**

An audience member expressed concerns over incident report calls not being returned in a timely manner. Mayor DeVinko reported the Village is researching a new Helpdesk Software Incident Report system that would improve the capability of filing and response time of Incident Reports.

An Audience member questioned if the Village Meeting schedule is posted online and Mayor DeVinko responded the schedule is on the Village Website.

Deputy Mayor Walski reported the Village Department of Public Works (D.P.W.) Contract has not been finalized yet as the Board is waiting on input from the D.P.W. Supervisor.

**EXECUTIVE SESSION – PERSONNEL ISSUES:**

Trustee Jacaruso made a motion, seconded by Trustee Presser and adopted to enter into Executive Session to discuss personnel matters; said Resolution passed by a unanimous vote of the Village Board. 5 Ayes, 0 Nays, 0 Abstentions.

**RESUMPTION OF MEETING:**

Deputy Mayor Walski made a motion, seconded by Trustee Coleman and adopted to adjourn the Executive Session, and resume the Village Board of Trustees Regular Meeting; said Resolution passed by a unanimous vote of the Village Board. 5 Ayes, 0 Nays, 0 Abstentions.

**ADJOURNMENT:**

Trustee Jacaruso made a motion, seconded by Deputy Mayor Walski and adopted to adjourn the July 17, 2023 Village Board Work Session Meeting; said Resolution passed by a unanimous vote of the Village Board. 5 Ayes, Naves, 0 Abstentions.

**RESPECTFULLY SUBMITTED,**

**CHRISTINE SHENKMAN**

**VILLAGE CLERK**