

VILLAGE OF POMONA
BOARD OF TRUSTEES MEETING
OCTOBER 27, 2003

A Board of Trustees meeting of the Village of Pomona was held at the Pomona Village Hall, 100 Ladentown Road, Pomona, New York at 7:30 p.m. on October 27, 2003.

Present

Mayor: Herb Marshall
Deputy Mayor: Nick Sanderson
Trustees: Ian Banks
Alan Lamer – arrived 7:40 p.m.

Doris Ulman, Village Attorney
P. J. Corless, Village Engineer
Michael Zrelak, Jr., Building Inspector

Village Clerk: Susan Glantz

Absent

Trustee: Alma Roman

Summary of Motions:

Deputy Mayor Sanderson moved to adopt “A Local Law Amending the Code of the Village of Pomona in Relation to Fee Schedule” as presented. Seconded by Trustee Banks. Motion carried 3-0.

Trustee Lamer moved to adopt the Minutes of September 23, 2003 as amended. Seconded by Deputy Mayor Sanderson. Motion carried 3-0-1. Trustee Banks abstained.

Deputy Mayor Sanderson moved to adopt the low bid of Christopher Meredith, Inc. subject to review and approval of the Village Attorney and Village Engineer. Seconded by Trustee Lamer. Motion carried 4-0.

Deputy Mayor Sanderson moved to return escrow in the amount of \$5250.00 to Menna Construction for Lot G-35 subject to the conditions in Mr. Corless’ memo of October 27, 2003. Seconded by Trustee Lamer. Motion carried 4-0.

Mayor Marshall moved the appointment of Linda Simmons to fill the unexpired term of Phyllis Simon on the Zoning Board of Appeals. The term runs from 2000 to 2005. Seconded by Deputy Mayor Sanderson. Motion carried 4-0.

Trustee Banks moved to advertise for bids for the Secor Park Handicap Access to be opened at the November 24, 2003 Board Meeting. Seconded by Deputy Mayor Sanderson. Motion carried 4-0.

Deputy Mayor Sanderson moved the resolution that the payment of General Fund Claims totaling \$96,532.46 set forth on pages 1 through 8 in the Monthly Abstract Listing dated September 24, 2003 through October 24, 2003 as submitted by the Village Clerk-Treasurer are hereby approved subject to individual audits by the Board of Trustees. Seconded by Trustee Lamer. Motion carried 4-0.

Deputy Mayor Sanderson moved to adopt the revised fee schedule, as amended. Seconded by Trustee Lamer. Motion carried 4-0.

Deputy Mayor Sanderson moved to set a Public Hearing for “A Local Law Amending the Code of the Village of Pomona to Require Tree Mapping for Trees of Certain Calipers” for November 24, 2003 at 7:30 p.m. Seconded by Trustee Lamer. Motion Carried 4-0.

Trustee Lamer moved to establish the position of Administrative Assistant for 16 hours per week for an annual salary of \$13,000.00, subject to the approval of the Rockland County Personnel Office. Seconded by Trustee Banks. Motion carried 3-0-1. Deputy Mayor Sanderson abstained.

Trustee Lamer moved the Mayor’s appointment of Leslie Sanderson to the position of Administrative Assistant at 16 hours per week for an annual salary of \$13,000.00 is hereby approved, subject to approval of the Rockland County Personnel Office. Seconded by Trustee Banks. Motion carried 3-0-1. Deputy Mayor Sanderson abstained.

Deputy Mayor Sanderson moved to accept Pro Cut’s Winter Service Agreement for 2003-2004 up to \$1600.00 per season including shoveling of walkways. Seconded by Trustee Lamer. Motion carried 4-0.

1. Salute to the Flag

2. Open Period

No one appeared to speak.

Deputy Mayor Sanderson moved to close the Open Period. Seconded by Trustee Banks. Motion carried 3-0

3. Public Hearing – Local Law Revision of Fees

Ms. Ulman explained the proposed local law revision relating to fees and the new fee schedule which was submitted for adoption by resolution.

Trustee Banks moved to close the Public Hearing. Seconded by Deputy Mayor Sanderson. Motion carried 3-0.

Deputy Mayor Sanderson moved to adopt “A Local Law Amending the Code of the Village of Pomona in Relation to Fee Schedule” as presented. Seconded by Trustee Banks. Motion carried 3-0.

4. Adoption of Minutes
A. August 18, 2003

Tabled to the next Board Meeting.

B. September 23, 2003

Trustee Sanderson made a correction on page 6 regarding the Village not to pick up leaves as a separate issue.

Trustee Lamer moved to adopt the Minutes of September 23, 2003 as amended. Seconded by Deputy Mayor Sanderson. Motion carried 3-0-1. Trustee Banks abstained.

C. October 13, 2003

Deputy Mayor Sanderson moved to adopt the Minutes of October 13, 2003 as presented. Seconded by Trustee Banks. Motion carried 4-0.

5. Bid Opening – Village Hall Walkway

Two bids proposals were received.

Christopher Meredith, Inc., P.O. Box 224, Pomona, NY 10970

- Item 1. \$9.50 sq.ft. for Pavers
- Item 2. \$11.25 lineal ft. for Stepping Stones
- Item 3. \$1250.00 Lump Sum for Drain and Catch Basin
- Item 4. \$1600.00 for 120 sq.ft. reinforced concrete sidewalk (including removal of existing sidewalk)

Belleville Landscaping, Inc., 866 Belleville Drive, Valley Cottage, NY 10989

- Item 1. \$14.00 sq. ft. for Pavers
- Item 2. \$32.00 lineal ft. for Stepping Stones
- Item 3. \$1300.00 Lump Sum for Drain and Catch Basin
- Item 4. \$12.00/Sq.Ft. (120 sq.ft. = \$1440.00) reinforced concrete sidewalk (including removal of existing sidewalk)

Deputy Mayor Sanderson moved to adopt the low bid of Christopher Meredith, Inc. subject to review and approval of the Village Attorney and Village Engineer. Seconded by Trustee Lamer. Motion carried 4-0.

6. Cultural Center

A copy of the Director's report is attached to the Minutes. Gde reported that he has obtained a 500 pound pumpkin to carve for the Village's Halloween Parade and Party. Mayor Marshall indicated that grant funds will be allocated to purchase a shed. Trustee Banks will check on prices for a 12'x14' shed not to exceed \$3000.00. Mayor Marshall also reported that the Village will purchase a new computer for the Cultural Center as soon as special grant funds are received from Cablevision.

7. Building Department
A. Engineering

Mr. Corless reported on the return of escrow moneys. The improvements on Litman Lane still have not been completed and the return of escrow has been denied. The return of escrow in the amount of \$5250.00 for trees to Menna Construction for Lot G-35 subject to conditions listed in Mr. Corless' memo of October 27, 2003 (attached to Minutes

Deputy Mayor Sanderson moved to return escrow in the amount of \$5250.00 to Menna Construction for Lot G-35 subject to the conditions in Mr. Corless' memo of October 27, 2003. Seconded by Trustee Lamer. Motion carried 4-0.

Mr. Corless reported that Mr. Schecter has rebuilt the earthen berm on North Circle to alleviate the flooding problem.

B. Planning and Zoning

Mayor Marshall recommended Linda Simmons to fill the unexpired term of Phyllis Simon who resigned from the Zoning Board of Appeals.

Mayor Marshall moved the appointment of Linda Simmons to fill the unexpired term of Phyllis Simon on the Zoning Board of Appeals. The term runs from 2000 to 2005. Seconded by Deputy Mayor Sanderson. Motion carried 4-0.

8. Committee Reports
A. Recreation

Details of the November 1st Halloween Party and Parade were discussed.

B. Building and Parks

Mayor Marshall reported that the bid specifications for the handicap access to Secor Park have been prepared.

Trustee Banks moved to advertise for bids for the Secor Park Handicap Access to be opened at the November 24, 2003 Board Meeting. Seconded by Deputy Mayor Sanderson. Motion carried 4-0.

Mr. Corless will follow up on having the culvert pipe at Burgess Meredith Park removed.

Trustee Banks reported on the signs for the parks and Village Hall. It was commented that the Village logo needs to be added to the signs along with the park's hours of operation. Mayor Marshall reported \$24,529.93 in carryover funds were available for additional Village Hall renovations.

Trustee Banks reported on the stair railings for the meeting room steps. After discussion, it was decided the stairs will be extended to both side walls and railings will be installed on each wall. Also, the table on the stage in the meeting room will be replaced with one additional microphone added.

C. Other

Nothing at this time.

9. Finance

The Treasurer's Report is attached to the Minutes. Mayor Marshall reported that the year end audit report was positive.

Deputy Mayor Sanderson moved the resolution that the payment of General Fund Claims totaling \$96,532.46 set forth on pages 1 through 8 in the Monthly Abstract Listing dated September 24, 2003 through October 24, 2003 as submitted by the Village Clerk-Treasurer are hereby approved subject to individual audits by the Board of Trustees. Seconded by Trustee Lamer. Motion carried 4-0.

B. Grants and Awards

Nothing at this time.

10. Code Enforcement

The Code Enforcement Officer's report is attached to the Minutes. Mr. Helfgott reported that he has confiscated seven Weichert signs and the matter will be pursued in court.

11. Legal

Ms. Ulman reported on the reorganization of the fee schedule for clarity and easier to administer. Deputy Mayor Sanderson questioned item 6, Building Permits for New Construction. The method for determining construction cost based on a dollar amount per square foot was not included. Ms. Ulman responded that the language would be put back in. A copy of the revised schedule of fees is attached to the Minutes.

Deputy Mayor Sanderson moved to adopt the revised fee schedule, as amended. Seconded by Trustee Lamer. Motion carried 4-0.

A proposed Local Law Amending the Code requiring tree mapping in the Village was presented.

Deputy Mayor Sanderson moved to set a Public Hearing for "A Local Law Amending the Code of the Village of Pomona to Require Tree Mapping for Trees of Certain Calipers" for November 24, 2003 at 7:30 p.m. Seconded by Trustee Lamer. Motion Carried 4-0.

12. Old Business

Trustee Lamer reported that he is reviewing the current Village Code regarding trees. The matter was tabled to the next Workshop.

Mayor Marshall reported that the carter has asked him if the Village will be doing leaf pick up. Mr. Helfgott responded that his survey showed 7 houses with either paper or

plastic bags with leaves for pick up. Mr. Helfgott will send those residents a letter explaining that there is no leaf pick up in the Village.

13. New Business

Mayor Marshall requested establishing a position of Administrative Assistant for 16 hours a week at an annual salary of \$13,000.00, subject to approval of the Rockland County Personnel Office.

Trustee Lamer moved to establish the position of Administrative Assistant for 16 hours per week for an annual salary of \$13,000.00, subject to the approval of the Rockland County Personnel Office. Seconded by Trustee Banks. Motion carried 3-0-1. Deputy Mayor Sanderson abstained.

Mayor Marshall recommended the appointment of Leslie Sanderson to the position of Administrative Assistant at 16 hours per week for an annual salary of \$13,000.00, subject to the approval of the Rockland County Personnel Office.

Trustee Lamer moved the Mayor's appointment of Leslie Sanderson to the position of Administrative Assistant at 16 hours per week for an annual salary of \$13,000.00 is hereby approved, subject to approval of the Rockland County Personnel Office. Seconded by Trustee Banks. Motion carried 3-0-1. Deputy Mayor Sanderson abstained.

Trustee Banks distributed two proposals for snow plowing for the Village. One from Pro Cut and the other from Belleville.

Deputy Mayor Sanderson moved to accept Pro Cut's Winter Service Agreement for 2003-2004 up to \$1600.00 per season including shoveling of walkways. Seconded by Trustee Lamer. Motion carried 4-0.

Points of clarification before signing the contract include shoveling of walkways and when and how often plowing will occur. Clerk Glantz will contact Pro Cut and let them know what changes are needed in the contract before it can be signed.

14. Office Period

Nothing at this time.

15. Trustees Period

Trustee Banks will call Mr. Corless to follow up on the replacement of dead trees at the Hindu Temple.

Deputy Mayor Sanderson moved to adjourn to Executive Session to discuss matter of litigation. Seconded by Trustee Lamer. Motion carried 4-0.

Trustee Lamer moved to reopen the public session of the Board Meeting. Seconded by Deputy Mayor Sanderson. Motion carried 4-0.

**Trustee Banks moved to adjourn the meeting. Seconded by Trustee Lamer.
Motion carried 4-0.**

Meeting adjourned at 9:40 p.m.

Respectfully submitted,

Malverne J. Toll