

**Board of Trustee Workshop Meeting  
September 30, 2008**

The Board of Trustees for the Village of Cold Spring held a workshop meeting on Tuesday, September 30, 2008 at 7:30 p.m. at Village Hall, 85 Main Street, Cold Spring, NY.

Attending: Mayor Anthony Phillips and Trustees Edward T. Mancari, Seth Gallagher, Gordon Robertson and John Teagle

Also: Ellen Mageean, Village Accountant, Michael Armstrong, Chairman of the Parking Committee for the Government, Infrastructure & Public Services Working Group for the Comprehensive Plan/LWRP Special Board

Members of the Public: Lillian Moser, Carol Casparian, Karen Dunn, Chuck Hustis, Catherine Fadde, Susan Peehl, Jeff Linson, Tom Rolston, Jan Thacher, Liz Schevtchuk Armstrong, Andrew Hall and Kevin Foley of the Putnam County News and Recorder

Ellen Mageean presented a budget analysis for period ending on August 31, 2008. She pointed out areas of concern including electric, gasoline, heating oil and police vehicle repairs and police gasoline expenditures. The price used in calculating the estimated amount of heating oil for the 2008/09 budget year was \$4.40 per gallon. Also, budget amendments need to be prepared for retirement payments. Going forward, there should be an increase in budget lines for employee dental services, as the contract allows for a carry forward up to \$3,000. Ms. Mageean questioned what budget lines represent expenditures for CHIPS work.

Ms. Mageean previewed an updated software program for payroll, fund accounting, and utility billing from Harris Computer. She was impressed with the program and thought that if offered interesting features with a competitive price. She expressed satisfaction with the recent support offered by Harris. The Village of Fishkill currently uses this software and has been satisfied. The cost for two licenses including data conversion is \$22,000. Harris agreed to accept payment over two fiscal years. Trustee Gallagher made a motion to purchase the software for the village and split payment over two fiscal years. Trustee Mancari amended the motion to indicate that \$6,000 would come from the General Fund, \$2500 from Water and \$2500 from sewer. Trustee Teagle seconded the amended motion and unanimously approved.

Michael Armstrong presented preliminary findings of the parking subcommittee. The study included an analysis of the best practices, the experience of other communities, a review of pertinent regulations and law, and a detailed inventory of parking capacity. A summary of the presentation prepared by M. Armstrong follows:

The subcommittee determined that there are approximately 2,550 on and off-street parking spaces in the village, excluding private driveways. Of these about 1,600 are on-street. Despite this apparent abundance, a detailed assessment of use shows severe crowding and shortages of parking on weekends on Main Street and surrounding areas.

The subcommittee evaluated three approaches to managing parking and possibly generate some revenue: 1) permits, 2) metering, and 3) parking benefit districts. The area west of the railroad is currently a Residential Parking Permit zone (RPP). Residents are

exempt from time restrictions that have the effect of discouraging commuter parking. This eliminates crowding from parking commuters, but leaves spaces under-used – an all-or-nothing solution. Permit zones require New York State legislative approval, and any changes would entail significant effort and time. Metering is a possibility for Main Street and Depot Square, where there is high demand for parking, especially on weekends, where metering could make parking more convenient for visitors. Estimated revenue is approximately \$180,000/year. Metering does not require state approval, but – if done alone – may cause visitors to crowd into neighboring areas. The third approach – Parking Benefit Districts – allocate the benefits of parking between residents, commuters and visitors. They use time restrictions, permits and meters to accomplish this. Potentially \$40,000 revenue from monthly commuter passes would be added to the meter revenue. The meter rates, under such a plan, would be set to ensure residents (who would have limited exemptions from metering) reasonable access to spaces.

Regarding enforcement, time restrictions to control parking supply generally do not work well: non-compliance rates typically run to 50% and higher. More police time and better follow up on collection would help. Metering would greatly ease ticketing. The village should review its collection procedures, and solicit proposals from collection agencies.

Winter parking could be improved through better communication regarding where residents without sufficient driveways can park when winter rules will be enforced. It may also help to provide for pre-season planning or sign up for designated winter parking areas.

We identified off-street parking requirements as an important constraint on adaptive use of buildings in Cold Spring, which impedes efforts to enhance the value of older buildings in particular. We suggest two approaches be considered – to lift off-street parking requirements from buildings older than 1925, and to use “in lieu of” fees to give property owners new ways of meeting parking requirements.

Two locations in the village present parking safety concerns because of access off 9D. The committee suggested ways to improve the situation.

Also discussed was the possibility of revenue sharing with private lots and an alignment of interest with revenues committed to the area where they were collected. Items brought forth by board members included possible changes to the character of the village, convenience, and whether additional parking on Kemble Avenue was actually needed.

The next steps include:

1. Presentation at stakeholders’ meeting on October 16<sup>th</sup>
2. Gathering additional information, specifically vendor discussion
3. Detailed discussion with Metro North
4. Legal issues
5. Board will need to determine how to manage – possible establish an advisory committee

Mayor Phillips thanked Mr. Armstrong for his work.

Mayor Phillips announced a public hearing held by the Putnam County Legislature on October 1<sup>st</sup> to consider raising the price of the trolley fare from \$.10 to \$1.00. Members of the public felt that the increase was abrupt and excessive. After discussion, Trustee Mancari made a motion that the board should send a letter to Putnam County recommending a rate of \$.50, seconded by Trustee Teagle and unanimously approved.

An application for the Homecoming Parade on Friday, October 10<sup>th</sup> was approved.

**Resolution # 2008- 37** introducing a local law to amend Zoning, authorizing referrals, determining that the action is unlisted and setting a public hearing for November 18<sup>th</sup> at 7:00 p.m. was voted on and approved as per attached.

No Village Board meeting will be held on Tuesday, November 11<sup>th</sup>- Veteran's Day.

**Resolution # 2008-38** setting a public hearing for the Cablevision franchise renewal for Tuesday, October 14<sup>th</sup> at 7:00 p.m. was voted on and approved as per attached.

Respectfully submitted,

Mary Saari, Village Clerk