

Village of Cold Spring
Board of Trustees Workshop
July 17, 2012

The Board of Trustees for the Village of Cold Spring held a workshop on Tuesday, July 17, 2012, beginning at 7:30 pm at the Village Hall, 85 Main Street, Cold Spring, NY.

Board members attending were Trustees Bruce Campbell, J. Ralph Falloon, Matthew Francisco, and Mayor Seth Gallagher. Trustee Charles Hustis III was absent.

There was a discussion among the Board and Village Attorney, Stephen Gaba, regarding the **Village of Cold Spring General Rules of Meeting Procedures**. Steve Gaba noted the difference between a Board Meeting held in public and a Public Hearing. A Board meeting held in public does not necessarily allow the public to speak; whereas a Public Hearing gives the right to all attendees to speak.

After a discussion regarding water rights to **Jaycox Pond**, Trustee Falloon made a motion to approve, in principle, the grant of water rights and easements pending a review. The motion was seconded by Trustee Campbell and was approved with a unanimous decision.

Once the documents are finalized, the closing should be scheduled for sometime in August. At that time, the Village Board hopes to convey it to New York State.

An **application for the Clearwater** to dock at the Main Street Dock was received. They will be docking on the evening of September 21 and leaving in the afternoon of September 24, 2012. The purpose of their visit is to conduct educational sails for schools and non-profit organizations.

Mayor Gallagher made a motion to approve the application, waiving the docking fee, seconded by Trustee Francisco. The motion was carried unanimously.

Correspondence:

- New York State is sponsoring a solution for homeowners: Energize New York. The information will be publicized through the Village Website;
- Newsletter – Grant Action News at the Village Clerk’s office; and
- New York City Environmental Protection Department.

RESOLUTION 27-2012 STANDARD WORK DAY AND REPORTING RESOLUTION

BE IT RESOLVED, that the Village of Cold Spring, Location code 40162, hereby establishes the following as standard work day for elected and appointed officials and will report the following days worked to the New York State and Local Employees Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body.

Title	Name	Social No. (last 4 digits)	Registration Number	Standard Work Day	Term Begin/End	Participates in Time Keeping System	Days/Month (based on Record of Activities)
Elected Officials							

Village Trustee	Charles E. Hustis, III	6758	50661693	6	04/2012-03/31/2014	No	2.17

The motion was presented by Trustee Falloon and seconded by Mayor Gallagher.

On roll call vote:

- J. Ralph Falloon, Trustee, voting YES
- Bruce D. Campbell, Trustee, voting YES
- Charles Hustis, III, voting ABSENT
- Matt Francisco, Trustee, voting YES
- Seth Gallagher, Mayor, voting YES

Resolution 27-2012 is officially adopted at a public meeting held on this day, July 17, 2012.

Mary Saari, Village Clerk

A review of the **RFP for The Grove** showed a response from Kevin and Fiona Fortuna. It was presented by Trustee Francisco to reopen the RFP seeking more response, seconded by Trustee Campbell. The vote was unanimous.

A proposal was received by the Mayor from James Labate for **Online Water Asset Management GIS**.

The project overview:

The contractor will compile and develop geographic databases of features that comprise the water distribution – wastewater – storm sewer systems of the Village of Cold Spring, NY. The format of the database will be an Environmental Science Research Institute (ESRI) GeoDatabase. In addition to the ESRI database, ESRI Shapefiles (.shp) will be created by extracting data from the master Geodatabase. The Shapefiles will be uploaded and used in conjunction with ESRI’s ArcGIS Online service. The contractor will assemble and configure the online files through his ArcGIS Online account as he sees best within the limits of the ArcGIS Online service. Configuring the files consists of symbolizing features, organizing pop-up windows, choosing which fields display etc. The map viewer that will be used for the project is “ArcGIS Explorer Online.” Note: If uploaded data is set to public viewing by the administrator, it can be copied by anyone accessing it. The ability to control who has access to viewing the mapping data is controlled by “administrator/Account Holder” – in this case the contractor.

There will be two sources for data creation:

The Village must provide plans, blueprints etc. where available to aid in the rendering of features such as mains and sewers. If no such documents exist, a combination of verbal instruction from the water dept superintendent (or other Village assigned expert) and hard copy mark-up technique will suffice with the Village accepting the location of online map features as final as per their expert’s authority. The Village

will provide access to printer and printer materials for hard copy mark-ups by expert being consulted. If plans are not available and no definitive verbal direction can be had, contractor may determine the task to be unachievable.

Number 9, List of Tasks, was read by Mayor Gallagher.

After a discussion among the Board and Village Attorney, Stephen Gaba, it was decided to change Task 2's leading sentence to read "Complete a Rendering and Attribution of Subsurface Mains and Sewers at a rate of \$25 per hour, the total cost of service shall not exceed \$2,500."

Resolution 28-2012

Whereas, Mr. James Labate, 9 Forge Gate Drive, Cold Spring, New York has provided a proposed letter agreement to the Village of Cold Spring regarding preparation of an online water asset management geographic information system ("GIS"), a copy of which is annexed hereto, and

WHEREAS, the Village Board finds that approval of the proposed GIS letter of agreement, as revised, in the best interest of the Village,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That the Village Board hereby approves the proposed GIS letter agreement as revised subject to the following revisions: (i) the words "not to exceed 100 hrs" shall be added to the paragraph on the third page, in the paragraph beginning "Task 2," in the first line, after the word "\$25/hr"; and (ii) on the last page, in the paragraph beginning "Payment", the entire sentence shall be deleted and rewritten to read: "Upon mutually agreed satisfactory completion of each task herein, payment for such task will be made by the Client to the Contractor within twenty-one (21) days after submission and approval of a vouchered request for payment."
2. The Mayor is authorized to execute the proposed GIS letter agreement, revised and annotated as per this resolution.

Trustee Falloon presented the foregoing resolution which was seconded by Trustee Francisco.

The vote on the foregoing resolution was as follows:

Charles Hustis, III, voting ABSENT;
Bruce D. Campbell, Trustee, voting YES;
J. Ralph Falloon, Trustee, voting YES;
Matt Francisco, Trustee, voting YES;
Seth Gallagher, Mayor, voting YES.

The motion to approve the aforementioned proposal, as amended, was carried unanimously on this day, July 17, 2012.

The **bid for paving The Boulevard** was tabled until July 24, 2012

The Butterfield Library, a non-profit, community facility, requested that their escrow account for a building permit to construct a shed on their property be eliminated. The Board voted to decrease the amount from \$500 to \$100.

Trustee Francisco made a motion to approve the escrow account for a zoning appeal for the Butterfield Library be decreased from \$500 to \$100. The motion was seconded by Trustee Falloon. With a unanimous vote, the motion was carried.

There was a discussion regarding some additional traffic codes:

- Stop sign on Mountain Avenue, driving West coming from Cedar Street; and
- Preventing abandoned trailers and semi-trailers without a motor vehicle attached.

This was given to Steve Gaba to write up a draft for the possibility of adding these to the Village Traffic Codes. Mayor Gallagher suggested that they try to get the stop sign on Mountain Avenue before the opening of school in September.

This was the end of the Agenda.

Andrew Hall asked if the decrease in the escrow account for a zoning appeal was going to be for everyone. Mayor Gallagher said no.

Meeting was adjourned.

Respectfully submitted,

Sandra L. Falloon