

**Minutes Board of Trustee Meeting
April 3, 2013**

The Board of Trustees of the Village of Cold Spring held their annual re-organizational meeting on Wednesday, April 3, 2013 beginning at 7:30 pm at Village Hall, 85 Main Street, Cold Spring, NY.

Attending: Mayor J. Ralph Falloon and Trustees Matt Francisco, Bruce D. Campbell and Stephanie Hawkins

Also: HDRB members Carolyn Bachan and Kathleen Foley and Barney Molloy, member of the Planning Board

Absent: Charles Hustis (work-related)

Mayor Falloon opened the meeting followed by the Pledge of Allegiance.

Mayor Falloon presented his appointments for the upcoming year as follows:

Non-Resident Appointments for a one year term

Acting Justice	Alan Steiner
Foreman of the Highway Department	Edward Trimble
Village Accountant	Ellen Mageean
Building Inspector & Fire Inspector	William Bujarski

Resident appointments: for a one year term

Village Clerk/Treasurer & Registrar of Vital Statistics	Mary Saari
Water and Sewer Superintendent	Gregory Phillips
Court Clerk	Cathy Costello

Mayor and Board of Trustees Offices and Appointments

Budget Officer	Mayor Falloon
Board of Water Commissioners	Village Board
Management of Police Department	Village Board
Deputy Mayor	Bruce Campbell

Trustee Committee Appointments:

Community Day	Bruce Campbell & Stephanie Hawkins
Roadways and Sidewalks	Village Board
Trees	Stephanie Hawkins
Audit Committee	Matt Francisco, Charles Hustis, Bruce Campbell
Insurance Committee	Stephanie Hawkins & Matt Francisco
Economic Development	Stephanie Hawkins & Matt Francisco
Parking Committee	Charles Hustis & Matt Francisco
Personnel	Mayor and Bruce Campbell

Office and Assignment Appointments:

Liaison to Recreation Commission	Bruce Campbell
Liaison to Zoning Board of Appeals	Stephanie Hawkins
Liaison to Planning Board	Matt Francisco
Liaison to Historic District Review Board	Charles Hustis

Liaison to Chamber of Commerce	Bruce Campbell
Liaison to Haldane School	Bruce Campbell
Liaison to Town of Philipstown	Stephanie Hawkins
Liaison to Fire Department	Charles Hustis
Liaisons to Special Board	Matt Francisco & Stephanie Hawkins
Liaison to Police Department	Mayor Falloon
Senior Liaison	Charles Hustis & Bruce Campbell
Safety on 9D and 301	Bruce Campbell
ADA Compliance Officer	Matt Francisco
Liaison to Boat Club	Bruce Campbell
Liaison to Putnam County	Mayor Falloon & Stephanie Hawkins

Committee Chair Appointments:

Public Safety	Mayor Falloon
Finance	Stephanie Hawkins
Insurance and Risk Management	Matt Francisco
Public Works and Infrastructure	Mayor Falloon & Bruce Campbell
Energy Efficiency and Environment	Charles Hustis
Personnel	Mayor Falloon & Bruce Campbell
Economic Development	Stephanie Hawkins
Parking	Charles Hustis

Appointment to Boards:

Recreation Committee -

Committee Member	Michael Chefalo 5 year term
Committee Chair	

Planning Board

Committee Member	Barney Molloy 5 year term
Committee Chair	Interim Chair Zuehl

Zoning Board of Appeals

Committee Member	Edward Murphy term to end 2015
Committee Chair	Interim Donald MacDonald

Historic District Review Board

Committee Member	Carolyn Bachan 5 year term
Committee Chair	Al Zgolinski

Special Board for the Comprehensive Plan/ LWRP

Chair: Michael Armstrong Vice-Chair Anne Impellizzeri Members: Karen Doyle, Cathryn Fadde, Anthony Phillips, Michael Reisman, Marie Early, Richard Weissbrod

Meeting date and agenda for monthly meetings- Second Tuesday of each month, agenda as per attached Trustees Handbook

Meeting Procedures – as per attached Trustees Handbook

04-03-2013 Re-organizational Meeting

Official Depositories – M & T Bank

Procurement and Investment Policies – as per **attached** handbook

Official Newspaper – Putnam County News & Recorder & Journal News may be used as an alternate

Procedure for calling Meeting

A special meeting may be called by the Mayor or any Trustee upon notice to the entire board. Notice may be given by telephone, in person, or in writing at least 24 hours in advance unless an emergency exists. Also for calling a special meeting the public will be notified by a news alert on the website, the local paper if time allows and a notice on the Village Hall window.

Appointment of Village Attorney – Drake, Loeb et al

Ethics Policy- as per attached handbook

Attendance at Schools and Conferences – A budget amendment resolution will be considered at the next meeting to adjust for expenses related to attendance at the NYCOM training conference in May.

Trustee Campbell moved to accept the above appointments and seconded by Trustee Francisco and unanimously approved.

Resignation letters received from Joseph Barbaro and Parge Sgro were read as per **attached**.

Correspondence from Trustee Hustis was read as per **attached**.

2) BOARD WORKSHOP

Budget discussion –

HDRB members requested consideration of a request for additional funds in the 2013/2014 HDRB budget for updating the Historic District code and design standards and finalizing the Larson/Fischer survey.

Agreement with Cold Spring Film Society

Trustee Hawkins asked board members if she should recuse herself from the vote as she is a member of the film society. The board agreed that this was not necessary as there is no personal gain.

Resolution No. 18-2013

WHEREAS, the Film Society has proposed to present a series of family friendly films at Dockside Park in the Village of Cold Spring this summer; and

WHEREAS, the Film Society has requested the Village to sponsor the project, as it will be free of charge and available to all Village residents; and

WHEREAS, the Village finds that sponsoring the said presentation of family friendly films as municipal recreation would be in the best interests of the Village;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That the Village Board does hereby approve the request of the Film Society for sponsorship of the said presentation of family friendly films free of charge at Dockside Park; and

2. That the Mayor is hereby authorized to execute the **attached** Memorandum of Understanding for sponsorship of the Film Society Project.

Trustee Campbell presented the resolution herein which was seconded by Trustee Francisco. The vote on the foregoing resolution was as follows:

Matt Francisco, Trustee, voting	YES
Bruce D. Campbell, Trustee, voting	YES
Stephanie Hawkins, Trustee, voting	YES
Charles E. Hustis III, Trustee, voting	ABSENT
J. Ralph Falloon, Mayor, voting	YES

Resolution officially adopted by a vote of 4-0.

Discussion on timeline for Butterfield Realty project – Review revised draft of Local Law and Concept Plan, Refer revised draft to Boards for report, Discuss lead agency designation, Discuss referral of revised draft to engineering and planning consultants

Mayor Falloon would like to forward information to the Planning Board prior to making any declaration of intent to be lead agency for the Butterfield project.

The board discussed the need for a review of our processes for escrow accounts and for additional policies and procedures related to vendor management. Trustee Francisco will contact the law firm of Daniels Porco & Lusardi to discuss the recent invoice for legal services related for the Butterfield demolition application.

The village reached out to Robert Freeman of the NYS Committee on Open Government requesting a presentation on the open meetings law for village boards and employees. A tentative date is May 22, 2013.

Trustee Hawkins requested discussion on 4/16/2013 on the process of selecting legal representation.

Trustee Francisco moved to adjourn and seconded by Trustee Campbell and unanimously approved.

Respectfully submitted,

Mary Saari, Village Clerk