

MEETING HELD DECEMBER 3, 2013

A meeting of the Board of Trustees of the Village of Port Chester, New York, was held on Tuesday, December 3, 2013 in the Court Room of the Police Headquarters Building, 350 North Main Street, Port Chester, New York, with Mayor Neil Pagano presiding.

Present in addition to Mayor Pagano, were Trustees Gregory Adams, Daniel Brakewood, Saverio Terenzi, Luis Marino and Gene Ceccarelli.

It should be noted that Trustee Kenner was absent.

It should be noted that Trustee Brakewood arrived at 6:13 p.m.

Also present were Village Manager, Christopher Steers; Village Clerk, Janusz R. Richards; Village Attorney, Anthony Cerreto; Village Treasurer, Leonie Douglas; Christopher Ameigh Administrative Aide to the Village Manager.

On motion of Trustee Adams, seconded by Trustee Terenzi the meeting was declared opened at 6:04 p.m.

ROLL CALL

AYES: Trustees Adams, Terenzi, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustees Brakewood, Marino, and Kenner.

DATE: December 3, 2013

PROPOSED MOTION FOR EXECUTIVE SESSION

MOTION FOR EXECUTIVE SESSION # 1

At 6:04 p.m. on motion of Trustee Ceccarelli, seconded by Trustee Adams the Board adjourned into an executive session regarding status of pending investigation.

ROLL CALL

AYES: Trustees Adams, Terenzi, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustees Brakewood, Marino, and Kenner.

DATE: December 3, 2013

Present in addition to the Board of Trustees, were Village Manager, Christopher Steers; Village Clerk, Janusz R. Richards; Village Attorney, Anthony Cerreto; Village Treasurer, Leonie Douglas; Christopher Ameigh Administrative Aide to the Village Manager.

No action was taken in executive session.

At 6:17 p.m., a motion to come out of executive session was made by Trustee Adams, seconded by Trustee Marino, the Board of Trustees closed the executive session.

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustee Kenner.

DATE: December 3, 2013

MOTION FOR EXECUTIVE SESSION # 2

At 6:17 p.m. on motion of Trustee Adams, seconded by Trustee Ceccarelli, the Board adjourned into an executive session regarding Village Marshals.

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustee Kenner.

DATE: December 3, 2013

Present in addition to the Board of Trustees, were Village Manager, Christopher Steers; Village Clerk, Janusz R. Richards; Village Attorney, Anthony Cerreto; Village Treasurer, Leonie Douglas; Christopher Ameigh Administrative Aide to the Village Manager.

No action was taken in executive session.

At 6:27 p.m., a motion to come out of executive session was made by Trustee Marino, seconded by Trustee Adams, the Board of Trustees closed the executive session.

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustee Kenner.

DATE: December 3, 2013

Motion to Add-on an Executive Session

Mayor Pagano asked for a motion to consider an add-on Executive Session to discuss a particular individual in the Police Department.

At 6:28 P.M. on motion of Trustee Marino, seconded by Trustee Adams, the motion received a unanimous vote of those present.

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustee Kenner.

DATE: December 3, 2013

MOTION FOR EXECUTIVE SESSION # 3

At 6:28 p.m. on motion of Trustee Adams, seconded by Trustee Marino, the Board adjourned into an executive session regarding particular individual in the Police Department.

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustee Kenner.

DATE: December 3, 2013

Present in addition to the Board of Trustees, were Village Manager, Christopher Steers; Village Clerk, Janusz R. Richards; Village Attorney, Anthony Cerreto; Village Treasurer, Leonie Douglas; Christopher Ameigh Administrative Aide to the Village Manager.

No action was taken in executive session.

At 6:50 p.m., a motion to come out of executive session was made by Trustee Adams, seconded by Trustee Ceccarelli, the Board of Trustees closed the executive session.

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustee Kenner.

DATE: December 3, 2013

PRESENTATION OF NEW POLICE APPOINTMENT

Promotion ceremony of Police Officer Drew Conetta to Sergeant with the Village of Port Chester Police Department.

Mayor Pagano opened with a statement regarding the promotions.

Throughout history wherever people have gathered to form societies they have enacted laws to govern these societies. To ensure the safety of those who live there and as long as

such laws have existed there have been those who take on the responsibility of enforcing the laws. They are law enforcement officers.

The Oath of Office represents a trust between a society and the law enforcement officer. The Oath of Office for Police Officers is the binding representation of this trust; a trust that is a dedication of the policing profession, your fellow officers, the police department, and Village and citizens we serve.

Tonight I, along with the members of the BOT have the very pleasant duty to issue the oath of office to Police Officer Drew Conetta and advance him to the position of Detective Sergeant.

Mayor Pagano noted the accomplishments of Police Officer Drew Conetta.

Born and raised in Port Chester

Member of the PCPD for 12 years.

Associate of Arts Social Science - Westchester Com Col -1996

Bachelor of Arts in History - Concordia College -1998

Masters of Science in Criminal Justice - Iona College - 2010

Many Professional Certifications including Certified Firearms Instructor- FBI
Firearms School

Certificates of Merit - 2003 to 2008

- 1.) Arrest of 4 home invasion robbery suspects armed with a machine gun
- 2.) Arrest of menacing suspect armed with a shotgun
- 3.) For the investigation, identification and arrest of persons responsible for a murder at 7 Willow St.
- 4.) Arrest of an armed, emotionally disturbed person, threatening to harm his family and himself

Honorable Mention

- 1.) 2006 Arrest of 2 suspects wanted in a series of strong arm robberies.

Meritorious Life Saving Awards

- 1.) 2006 - Westchester EMS Council - Saving life of an assault victim in danger of bleeding to death
- 2.) 2008 - Westchester EMS Council -Successful use of a defibrillator to revive a heart attack victim

Letter of Commendation

- 1.) 2009 - Arrest of a subject armed with a .40 cal semi auto handgun Certificate of Recognition from City of Rye Police Commissioner for outstanding work involving collaboration between Port Chester, Rye and Harrison

Married to Madelene with three children - Nicholas, Ava and Alyssa

PUBLIC COMMENTS

Mayor Pagano asked if there was anyone from the audience who would like to make any comments.

There were no comments from the public.

RESOLUTIONS

RESOLUTION #1

SERVICE AGREEMENT FOR MAINTENANCE OF DIGITAL MULTI-SPACE PARKING METERS

On motion of TRUSTEE BRAKEWOOD, seconded by TRUSTEE ADAMS, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

RESOLVED, that the Village Manager be and is hereby authorized to enter into a service agreement with Integrated Technology Systems, Inc., 8 Capital Drive, Wallingford, Connecticut 06492, to provide maintenance services for the Village's initial installation of multi-space parking meters in the downtown, with a term of June 1, 2013 to November 30, 2014, compensation to be \$41,080.00, and be it further

RESOLVED, that payment shall be made from funds appropriated in the General Fund, General Ledger Code 1.3320.400 Meter Pay Station Maintenance.

APPROVED AS TO FORM:

Anthony M. Cerreto, Village Attorney

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustee Kenner.

DATE: December 3, 2013

RESOLUTION #2

AUTHORIZING VILLAGE TREASURER TO INCREASE CAPITAL FUND BUDGET AND MODIFY THE GENERAL FUND TO FACILITATE PHASE 2 OF THE EXPANSION OF DIGITAL MULTI-SPACE PARKING METERS THROUGH OTHER AREAS OF THE VILLAGE OF PORT CHESTER

On motion of TRUSTEE ADAMS, seconded by TRUSTEE CECCARELLI, the following resolution was adopted as amended by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, on April 29, 2013, the Board of Trustees allocated \$600,000 for Phase I of “NEW PAYSTATIONS-FY2013-14” in the FY 2013-14 Capital Project Plan; and

WHEREAS, on September 16, 2013, the Board accepted the proposal of Integrated Technical Systems, Inc. (ITS) to undertake the work for Phase I which proposal anticipated future phases that would expand the use of digital multi-space parking meter stations in locations beyond the downtown; and

WHEREAS, the work for Phase I is currently underway with an expected completion date of December 31, 2013; and

WHEREAS, Village staff has since identified the scope of and extent of additional parking meter locations, designated as Phase II, for Horton Avenue and Midland Avenue; and

WHEREAS, on November 25, 2013, the Traffic Commission favorably recommended these proposed additional locations, together with the following parking regulations:

- three-hour parking
- rate of \$.25/15 minutes
- hours of enforcement to be 9:00 a.m. to 9:00 p.m. on Horton Avenue and 9:00 a.m. to 6:00 p.m. on Midland Avenue; and

WHEREAS, the Village Treasurer has developed a recommended budget for Phase II in the amount of \$242,582.58; and

WHEREAS, further Board action will be required to change the Village Code to reflect new parking regulations for these locations. NOW, therefore, be it

RESOLVED, that the Board of Trustees of the Village of Port Chester hereby authorizes the Village Treasurer to increase the NEW PAYSTATIONS-FY2013-14 Capital Fund Budget by \$242,582.58 and modify the General Fund as follows:

CAPITAL FUND:

New Paystation FY 2013-14 Budget:

Increase Project Budget
From \$660,000 to \$902,582.58.

Revenues:

5.5.2772.2013.127	Misc Revenue (Kingsport Impact Fee)	\$242,582.58
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Appropriations:

5.3320.200.2013.127	New Pay-Stations – Equipment	\$242,582.58
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APPROVED AS TO FORM:

Anthony M. Cerreto, Village Attorney

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustee Kenner.

DATE: December 3, 2013

RESOLUTION #3

SETTING PUBLIC HEARING TO CONSIDER THE ADVISABILITY OF ADOPTING A LOCAL LAW THAT WOULD AMEND THE CODE OF THE VILLAGE OF PORT CHESTER, CHAPTER 319, "VEHICLES AND TRAFFIC," THAT WOULD CONFIRM THE HOURS OF ENFORCEMENT FOR THE THREE-HOUR LIMIT PARKING METER ZONE AND IMPOSE NEW PARKING REGULATIONS ON HORTON AVENUE AND MIDLAND AVENUE

On motion of TRUSTEE ADAMS, seconded by TRUSTEE CECCARELLI, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

RESOLVED, that a public hearing be scheduled for December 16, 2013, at 7:00 p.m. or as soon thereafter, at the Port Chester Justice Court Courtroom, 350 North Main Street, second floor, to consider the advisability of adopting a local law that would amend the Code of the Village of Port Chester, Chapter 319, "Vehicles and Traffic," that would confirm the hours of enforcement for the three-hour limit parking meter zone and impose new parking regulations on Horton Avenue and Midland Avenue.

APPROVED AS TO FORM:

Anthony M. Cerreto, Village Attorney

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Ceccarelli and Mayor Pagano

NOES: Trustee Marino.

ABSENT: Trustee Kenner.

DATE: December 3, 2013

RESOLUTION #4

SETTING PUBLIC HEARING TO AUTHORIZE PETITION TO NEW YORK
PUBLIC SERVICE COMMISSION TO DISTRIBUTE PUBLIC SAFETY
INFRASTRUCTURE COSTS ACROSS THE WATER RATE BASE IN THE
VILLAGE OF PORT CHESTER

On motion of TRUSTEE ADAMS, seconded by TRUSTEE BRAKEWOOD, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

RESOLVED, that the Board of Trustees shall hold a public hearing on December 16, 2013 at 7:00 p.m. or as soon thereafter at the Port Chester Justice Courtroom, 2nd Floor, 350 North Main Street, Port Chester, New York with regard to a resolution that would authorize and direct that a petition be filed with the New York State Public Service Commission so as to distribute the costs of public safety infrastructure across the water rate base in the Village of Port Chester; and be it further

RESOLVED, that the Village Clerk is hereby directed publish notice of such hearing in the official newspapers of the Village of Port Chester at least seven days prior to the public hearing date.

APPROVED:

Anthony M. Cerreto, Village Attorney

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustee Kenner.

DATE: December 3, 2013

RESOLUTION #5

On motion of TRUSTEE BRAKEWOOD, seconded by TRUSTEE ADAMS, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, the New York State and Local Retirement System has set certain reporting requirements that apply to elected and appointed officials' and

WHEREAS, Village must establish a standard work day for each of the elected and appointed offices, specify the expiration of each term, designate the number of days to be reported for each official and certify receipt of record of their activities; and

WHEREAS the Board has discussed and deliberated with regard to same. Now, therefore, be it

RESOLVED, that the Board of Trustees of the Village of Port Chester, hereby establishes the following as standard work days 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 time keeping system records or the record of activities maintained and submitted by these officials to the Village Clerk: and be it further

RESOLVED, that the Village Clerk shall file a copy of this resolution and an affidavit of posting with the New York State Comptroller's office within 45 days of the adoption of this resolution, and be it further

RESOLVED, that the Clerk shall post this resolution on the Village's website for at least 30 days following same.

Appointed Officials:

<u>Position</u>	<u>Name</u>	<u>Work Day</u>	<u>Bi-Weekly</u>	<u>Term</u>
Village Clerk	Janusz Richards	7 hours	10 days	4/2/13-4/6/15
Village Treasurer	Leonie Douglas	7 hours	10 days	4/2/13-4/6/15

Other Positions:

<u>Position</u>	<u>Name</u>	<u>Work Day</u>	<u>Bi-Weekly</u>	<u>Term</u>
Village Manager	Christopher Steers	7 hours	10 days	10/12/12-10/12/14
Village Attorney	Anthony Cerreto	7 hours	10 days	6/1/13-5/31/15
Court Clerk	Regina Hill	7 hours	10 days	
General Foreman	Rocco Morabito	8 hours	10 days	

Approved as to Form:

Village Attorney, Anthony Cerreto

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustee Kenner.

DATE: December 3, 2013

Motion to Add-on a Resolution

MAYOR PAGANO asked for a motion to add-on four resolutions to re-appoint two Village Marshals and appoint two new Village Marshals.

On motion of Trustee Adams, seconded by Trustee Marino, the motion for the add-ons received a unanimous vote of those present.

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustee Kenner.

DATE: December 3, 2013

ADD-ON RESOLUTION #6

RE-APPOINTMENT OF VILLAGE MARSHAL

On motion of TRUSTEE CECCARELLI, seconded by TRUSTEE ADAMS, the following resolution as adopted by the Board of Trustees of the Village of Port Chester, New York:

RESOLVED, that ERNEST TIGANI, residing in Port Chester New York be and hereby is re-appointed as Village Marshal, with a term to expire on April 6, 2015.

APPROVED AS TO FORM:

Anthony M. Cerreto
Village Attorney

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustee Kenner.

DATE: December 3, 2013

ADD-ON RESOLUTION # 7

RE-APPOINTMENT OF VILLAGE MARSHAL

On motion of TRUSTEE MARINO, seconded by TRUSTEE ADAMS, the following resolution as adopted by the Board of Trustees of the Village of Port Chester, New York:

RESOLVED, that JAMES CARRIERE, residing in Port Chester New York be and hereby is re-appointed as Village Marshal, with a term to expire on April 6, 2015.

APPROVED AS TO FORM:

Anthony M. Cerreto
Village Attorney

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Ceccarelli and Mayor Pagano
NOES: None.
ABSENT: Trustee Kenner.

DATE: December 3, 2013

ADD-ON RESOLUTION # 8
APPOINTMENT OF VILLAGE MARSHAL

On motion of TRUSTEE MARINO, seconded by TRUSTEE TERENCE, the following resolution as adopted by the Board of Trustees of the Village of Port Chester, New York:

RESOLVED, that SCOTT SPRAGUE, residing in Port Chester New York be and hereby is appointed as Village Marshal, with a term to expire on April 6, 2015.

APPROVED AS TO FORM:

Anthony M. Cerreto
Village Attorney

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Ceccarelli and Mayor Pagano
NOES: None.
ABSENT: Trustee Kenner.

DATE: December 3, 2013

ADD-ON RESOLUTION # 9
APPOINTMENT OF VILLAGE MARSHAL

On motion of TRUSTEE MARINO, seconded by TRUSTEE ADAMS, the following resolution as adopted by the Board of Trustees of the Village of Port Chester, New York:

RESOLVED, that MICHAEL BARRELLA, residing in Port Chester New York be and hereby is appointed as Village Marshal, with a term to expire on April 6, 2015.

APPROVED AS TO FORM:

Anthony M. Cerreto
Village Attorney

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustee Kenner.

DATE: December 3, 2013

DISCUSSIONS

Handicap Decal

Trustee Terenzi said the application is already available on the website. Trustee Brakewood assume it is operational so anyone can download the application from our Village web site under “Forms and Documents.” It is enabled under State law and there is no charge.

Facilitating full accessibility at the Port Chester railroad station for those with disabilities.

Motion to Add-on a Resolution

Mayor Pagano asked for a motion to consider an add-on resolution authorizing the Village Attorney to draft a complaint to facilitating full accessibility at the Port Chester railroad station for those with disabilities.

There being no objections, on motion of Trustee Ceccarelli, seconded by Trustee Brakewood, the motion receive a unanimous vote of those present.

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustee Kenner.

DATE: December 10, 2013.

ADD-ON RESOLUTION # 10

On motion of TRUSTEE CECCARELLI, seconded by TRUSTEE BRAKEWOOD, the following resolution as adopted by the Board of Trustees of the Village of Port Chester, New York:

RESOLVED, that the Village Attorney is authorized to draft a complaint to facilitating full accessibility at the Port Chester railroad station for those with disabilities.

APPROVED AS TO FORM:

Anthony M. Cerreto
Village Attorney

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustee Kenner.

DATE: December 3, 2013

Adopting the Village of Port Chester Electronic Use Policy.

On motion of TRUSTEE ADAMS, seconded by TRUSTEE BRAKEWOOD, to postpone the discussion to December 16, 2013 meeting.

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustee Kenner.

DATE: December 3, 2013

CORRESPONDENCES

Request from Mr. Moises Tenesaca to hold a procession on Sunday, December 15, 2013, to celebrate our 2nd Annual La Posada Del Nino from approximately 1:15pm - 2:30pm.

The Board referred the correspondence to staff.

PUBLIC COMMENTS AND BOARD COMMENTS

Board

Trustee Brakewood met on Neighborhood Revitalization program. This is a critical task for this board to tackle, in increasing our accessibility on this and relieving the school districts in terms of overcrowding and even out where the tax dollars are coming in from the community. Many of the properties in the R2F neighborhood are so dilapidated and run down. We should issue an RFI and bring in a developer to map out a plan.

Mayor Pagano suggested getting input from Planning.

Trustee Ceccarelli commented on parking lot on Highland Street. It is now 7 to 9 in the lot and 9 to 9 on the street.

At 7:56 p.m., on motion of Trustee Adams, seconded by Trustee Marino, the meeting was closed.

Roll Call

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustee Kenner.

DATE: December 3, 2013

Respectfully submitted,

Janusz R. Richards
Village Clerk