

MEETING HELD JULY 20, 2011

A special meeting of the Board of Trustees of the Village of Port Chester, New York, was held on Wednesday, July 20, 2011 at 6:30 P.M., in the Village Hall Conference Room, at 222 Grace Church Street, Port Chester, New York, with Mayor Dennis Pilla presiding.

Present in addition to Mayor Pilla, were Trustees Daniel Brakewood, Saverio Terenzi, John Branca and Luis Marino

It should be noted that Trustees Bart Didden and Joseph Kenner were absent.

Also present were Village Manager, Christopher Russo; Village Attorney, Anthony Cerreto; Village Treasurer, Leonie Douglas; Village Clerk, Joan Mancuso; Assistant to the Village Manager, Elisa Sciarabba and Village Consulting Engineer, Dolph Rotfeld.

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On motion of Trustee Marino, seconded by Trustee Branca, the meeting was opened at 6:38 p.m.

ROLL CALL

AYES: Trustees Brakewood, Terenzi, Branca, Marino and Mayor Pilla

NOES: None

ABSENT: Trustees Didden and Kenner

Mayor Pilla said that the purpose of this work session of the Board is to discuss user fees and priorities which with the priorities that they should be in three categories; operating necessities – items that have to be done; changing things that already exist and game changing items – things that we are not doing and want to consider – new projects. The Mayor said that he would like to discuss the 3rd category – game changing items when discussing priorities. He then spoke about user fees noting how taxes have increased over the last twenty years and user fees could help in this area especially when it comes to sanitation collection and spoke further about the impact of this service for commercial versus residential. Mayor Pilla spoke about his presentation earlier this year regarding a Shamrock Organization that speaks of minimum full time personnel, outsourcing and flexible staffing. He said that we need to have a model of pay for what you use and asked Mr. Russo to speak on the sanitation collection services.

Christopher Russo, the Village Manager spoke on the current sanitation collection for commercial parcels which are about a quarter of all of the commercial parcels noting that it includes multi-families of three or more units. He said that the Village has gone out with a bid regarding sanitation service collection that will be reviewed after the bid proposals are received mid August. The Board further discussed the sanitation services with Mr. Russo and how user fees may be considered for this service that could also include the parcels that are off of the tax rolls and not for profits.

Trustee Brakewood said that he would prefer a new model for sanitation services and there was a brief discussion about privatization versus the Village picking all the

garbage and charging by user. The Board further discussed all of these aspects and a need for a cost analysis in reference to sanitation collection services. They also briefly spoke about a BID "Business Improvement District" and how that could incorporate sanitation services for the district. Trustee Terenzi also spoke about impact fees for where the Village picks up sanitation for entities including the Housing Authority.

Trustee Terenzi then proposed a sewer district for the entire Town to spread the costs of maintenance and repairs for the sewer infrastructure. He spoke further on this proposal and the Board commented further.

Trustee Brakewood said that at the last Board meeting he raised the subject regarding Fee In Lieu of Payments Fund and the consideration of a program for housing rehabilitation. Trustees Terenzi, Branca and Marino along with Trustee Brakewood said that they had a good discussion on this matter and agreed that the Village should look into such a program.

The Board then reviewed with the Village Manager the top three priorities per department that the Village Manager had provided to the Board. The Departments included the Assistant Village Manager, Attorney, Clerk, Fire Department, Justice Court, Public Works, Recreation, Senior Program and Treasurer. Each of these departments was reviewed and the Board made recommendations regarding these priorities and what items should be considered in certain departments.

After the priority list review the Board then discussed the Village's Sidewalk Betterment Program noting that the Village has provided the Town with the properties in the 1st phase that have outstanding amounts due which are to be included on their tax bills and that a resolution to set the public hearing for the assessments and appropriations for the 2nd phase of the project will be on the next Board meeting agenda with the hearing to be scheduled for the middle of September. There was further discussion amongst the Board and staff regarding this program and how the billing for the cost is done.

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Mr. Russo and Leonie Douglas, the Village Treasurer provided the Board with a spreadsheet regarding the completed Capital Projects that need to be closed. The Board reviewed each of the categories and asked some questions regarding certain projects to Mr. Russo and Ms. Douglas. Ms. Douglas said that the Board will be provided a resolution at a future meeting to close out these capital projects but wanted to review these now for the Board's information.

Mr. Russo said that he would come back to the Board with proposed future capital projects for their consideration.

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The Board then held a brief discussion with Ms. Douglas regarding the staffing of the Treasurer's office. Ms. Douglas told the Board that she requires an entry level person to help with the checks and balances for the department.

The Board said that they would hold an executive session at the August 1st Board meeting on this matter.

Trustee Branca also noted that dumping at the Public Works Yard is not available for an hour due to one staff person overseeing the weight machine. He asked the Manager to resolve this situation so dumping is available eight hours during the weekdays instead of seven hours.

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Mayor Pilla also noted that the Board reviewed with Mr. Rotfeld the proposal to change Marvin Place to a one-way street so more parking would be allowed on this roadway but we are waiting for final determination from the Police Department on this matter. He asked the Village Manager to follow up with them on this item.

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Trustee Brakewood said that the priority review of the departments was informational but the majority of the items are normal operating subjects so in his opinion the top four priorities – game changers that the Mayor spoke about earlier are the following; Code Program, Housing Rehabilitation Program, the Business Improvement District (BID) and Master Plan.

There was further discussion amongst the Board on these four priorities.

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Mayor Pilla asked if there was any further business for the Board.

Mr. Rotfeld told the Board about the County’s Community Development Block Program and that there may not be funding for all the projects so the Village should make sure that funding will be available before any work may go forward on these CDBG projects. He also told the Board that the G&S Traffic Improvements on Westchester Avenue will be starting sometime in August.

Anthony Cerreto, the Village Attorney said that he and the Manager has a resolution for the Board’s consideration as an add-on for this meeting. He said it is regarding the lease with a tenant at Village Hall.

There being no objections, Trustee Branca made a motion to add the resolution to the agenda, Trustee Terenzi seconded the motion.

ROLL CALL

- AYES: Trustees Brakewood, Terenzi, Branca, Marino and Mayor Pilla
- NOES: None
- ABSENT: Trustees Didden and Kenner

Mr. Russo and Mr. Cerreto further explained this matter to the Board and that they had a meeting with the tenant and will be going forward with a stipulation of agreement but the matter does require commencing a proceeding in the Town Court. There was further discussion between the Board and Mr. Russo and Mr. Cerreto on this matter.

July 20, '11

ARCHER MEADE APPRAISALS

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

RESOLVED, that the Village Attorney is authorized to commence appropriate proceedings in the Town of Rye Justice Court against Archer Meade Appraisals, 222 Grace Church Street, Port Chester, New York and 25 Lyndell Road, Pound Ridge, New York 10576 relative to its lease of Suite 300, 222 Grace Church Street, Port Chester, New York and enter into a stipulation of agreement.

ROLL CALL

AYES: Trustees Brakewood, Terenzi, Branca, Marino and Mayor Pilla
NOES: None
ABSENT: Trustees Didden and Kenner

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There being no further business on motion of Trustee Marino, seconded by Trustee Branca the meeting was closed at 8:25 p.m.

ROLL CALL

AYES: Trustees Brakewood, Terenzi, Branca, Marino and Mayor Pilla
NOES: None
ABSENT: Trustees Didden and Kenner

Respectfully submitted,



Joan Mancuso
Village Clerk