

**Village of Buchanan  
Mayor & Board of Trustees  
Regular Meeting  
July 7, 2020**

**PRESENT:** (This meeting was done via zoom and zoom audio)

Mayor Theresa Knickerbocker  
Trustees Richard A. Funchion, Duane Jackson, Cesare Pasquale and Nicolas Zachary  
Village Administrator Marcus Serrano  
Village Attorney Stephanie Porteus  
Village Clerk Cynthia Kempter

**1. PLEDGE OF ALLEGIANCE:**

Mayor Knickerbocker called the meeting to order at 7:30PM. She led the Pledge of Allegiance.

Mayor Knickerbocker mentioned that the Executive Order has been extended until August 5 that allows us to do zoom meetings. The July workshop and August Board meeting will be zoom meetings.

**2. APPROVE MINUTES:**

May 26, 2020 Workshop Meeting: A Motion to approve these minutes as presented was made by Trustee Funchion, seconded by Trustee Pasquale with all in favor.

June 2, 2020 Board Meeting: A Motion to approve these minutes as presented was made by Trustee Funchion, seconded by Trustee Pasquale with all in favor.

June 8, 2020 Special Workshop Meeting: A Motion to approve these minutes as presented was made by Trustee Funchion, seconded by Trustee Pasquale with all in favor.

**3. COMMENTS FROM THE FLOOR: (agenda items only)**

None

**4. NEW BUSINESS:**

- a. 2020-20 Resolution AUTHORIZING Mayor To Enter Into An Inter-Municipal Agreement With Westchester County For Solid Waste And Recyclables Disposal.

This is a 5 year agreement with the County retroactive to October.

A Motion to adopt this Resolution was made by Trustee Funchion, seconded by Trustee Pasquale with all in favor.

- b. Consider a motion to call for public hearing on August 4, 2020 regarding amending § 211-19 of the Village Code by adding subsection (F). Penalties for offenses as follows:

“Every person, firm or corporation guilty of violating any provision of this article shall be punishable by a fine as follows, first offense warning, second offense \$25, third offense \$50, fourth offense \$100, fifth offense and all additional offenses \$250.”

Village Attorney Porteus explained that this is regarding private garages and parking spaces and the Board took out and removed some language and added in additional language. The Board was mostly concerned with commercial vehicles and the amount of commercial vehicles and who could park or store recreational vehicles. That has all actually been published. The problem was when that new language went to the state for publishing, there was an entire section that was removed inadvertently. We will be adding that back in. Section seven (7), A, B, C, D, E and F and section eight (8) storage of vehicles and parking and loading spaces are going to be put back in. Then we will add in the penalty section. So we don't actually need the public hearing to add in the inadvertently removed language, but we do for the penalties. Trustee Zachary pointed out that in § 211.19 A, the fourth line from the bottom should read personal use and not personal businesses. Trustee Zachary stated that the local law now states that fees for set permit shall be set by resolution of the Board of Trustees and put into the schedule. He suggests that since the sticker is free right now that the wording should be changed. Village Attorney Porteus suggested that it should read fees for set permit, if any, shall be set by resolution.

A Motion to set the public hearing on August 4 regarding amending § 211-19 was made by Trustee Funchion, seconded by Trustee Pasquale with all in favor.

- c. Consideration for letting Entergy use Lents Cove parking lot/pavilion on October 3, 2020 for an event.

Entergy is planning an event for their employees and would like to use Lents Cove. They have supplied insurance. Buchanan will waive the fee for this event.

A motion to approve Entergy's use of Lents Cove parking lot/pavilion and to waive the fee was made by Trustee Funchion, seconded by Trustee Pasquale, with all in favor.

**INFORMATION FROM OFFICERS & DEPARTMENTS:**

- a. Justice Court Report – March 2020, April 2020, May 2020

Received and filed.

- b. Police Report – May 2020

Received and filed.

- c. Highway Department – June 2020

There was discussion on replacing the wood steps with wood or stone. The prices for stone are shocking. They are costly because of prevailing wage. It will be a few thousand dollars for the steps to be done in house. Village Administrator Serrano recommends replacing the steps as recommended by Highway Foreman Wheeler. The front staircase will be removed and the other three staircases will be fixed. Mayor Knickerbocker mentioned about the \$15million community and environmental fund. She has put in a request for repairs at Lents Cove. Trustee Zachary would not be opposed to fixing the one set of stairs that goes out to the point in stone and taking the money out of the recreation fund. Village Administrator Serrano will fine tune the numbers and get back to the Board.

Mayor Knickerbocker stated that this has been a difficult time at Lents Cove this year. Many people have been leaving their garbage all over the place and not social distancing. The fisherman are going into Tropiano Trail and leaving their garbage in the woods. They are also starting fires to cook their fish. Last week there was a fire at Lents Cove. Verplanck Fire Dept responded since Lents Cove is in their fire district. It is rugged terrain back there and the fireman could not even get their 4 wheel vehicle back there. Luckily, it was not a big fire. There was further discussion about banning fishing and fires.

A motion to amend the Fee Schedule to include a \$500 fine for lighting fires at Lents Cove Park and to put No Fires Allowed signs up at Lents Cove was made by Trustee Zachary and seconded by Trustee Pasquale, with all in favor.

Mayor Knickerbocker stated that she spoke to Entergy and they have put "No Trespassing" Signs on their property.

Received and filed.

- d. Wastewater Treatment Plant Report –
  - June 2020
  - DEC Inspection Report of June 11, 2020

Mayor Knickerbocker thanked Todd Travis for doing a great job at the Wastewater Treatment Plant.

Received and filed.

- e. Building Department – June 2020

Received and filed.

- f. Attorney's Report

Village Attorney Porteus gave a brief update on the Benchmark project. They are proposing a 5 story building with 2 stories built into the hill. The zoning would have to be amended because this use is not allowed. The Village has a prohibition against disturbing any steep slopes 30% grade or more. Insight Engineering thought that they can't avoid the steep slopes entirely but they could minimize them. Village Attorney Porteus would like to hold off and not accept an application until we get more information on what they are proposing. Village Administrator Serrano stated that Mr. Cohan said they need to have the height and density to make this project work, but the steep slopes is something they can work around. Mr. Cohan wants to know if this is reasonable to the Board and then he will set up an escrow account. After more discussion, the Board will continue to look at this project.

Village Attorney Porteus has more things to discuss in executive session.

- g. Administrator's Report

Village Administrator Serrano mentioned that the Village received a certificate from PERMA for providing information on injuries on a timely basis. This allows PERMA to cover the injured person and shows that the Village is not hiding any information. This is not given out to everyone, you must meet the deadlines and provide all the information completely. He mentioned that in all the other places he has worked, they have never received one. This also helps keep our premium down. Village Clerk Kempter mentioned that we also received one last year.

Village Administrator Serrano stated that the paving on Rt9A started tonight. There are some specific drainage issues that the DOT will look at. We are still waiting for the grant for the sidewalk on Rt9A. Mayor Knickerbocker stated that the Village was trying to get the sidewalk done before the paving started. Village Administrator Serrano talked to the same contractor doing the paving and they gave us a price to put the sidewalk in. They were vetted by the state, and we had an itemized list of what the cost would be. We went to the state and said why don't we use the same contractor? The price was less than the grant award, which meant the state would have saved money. After months of going back to them, the State DOT said no. The State stated that we have to go out to bid. It was very frustrating.

The Village did an RFP for our insurance and we have a new insurance broker. We saved \$25,000 and have better coverage. We also have cyber insurance coverage which we never had before. They are working with us on a safety committee. The safety committee is part of the premium review on an annual basis. This is something that PERMA and the Workers Compensation Board is looking for as well. The insurance carrier is making sure we meet all the mandates of PESH and OSHA. We now have an insurance carrier who stays on top of things and the Village saved money at the same time.

The five year lease for our phones with Light Path expired. We went with another vendor and was able to save \$690 a month by switching. We got brand new phones and also higher bandwidth for the reduced cost. That's both internet access and phone access.

The county has created a voluntary Separation Agreement due to the reduced revenues to the County. They will try to avoid any layoffs or firing. The County set up a voluntary Separation Agreement for any regular employee of the CSCA, police and corrections are not included. If you work for the County, the County is offering \$1,000 a year for each year of service if you separate. The employee has to separate by August 1. This doesn't affect us, but I want to you to know what was going on in the county as well. The county says that the number of people that could voluntarily make this move would save the county about \$6.2 or \$6.3 million next year. These position would not be replaced.

We talked about looking for some parking on Bleakley Avenue. I went with George and Bob today and we believe is too dangerous to park at the corner. We went a little bit up the block and there is a possibility to move the curb in by the fire hydrant put in some parallel parking and then that way it will be a little safer. Village Administrator Serrano will provide pricing for three or four parking spaces and see if the Board wants to move forward on that.

h. Mayor's Report

Mayor Knickerbocker gave an update on COVID-19 in the Village. There is no one who tested positive in the Village since May 20. The Board made the difficult decision to cancel Buchanan Day this year. It is too unpredictable at this point to be holding an event. In regard to the Census, the Village is 10 points lower than we were 10 years ago. It is very, very important that everybody fills the census out. It's very quick and easy. If anyone needs help or has questions, please contact Village Hall. This is very important to every community. Each person means \$22,000 in funding for the community. Village Administrator Serrano stated that Norma Drummond would like to attend our next meeting to give an update.

i. Trustee Reports

Trustee Funchion had nothing to report.

Trustee Pasquale had nothing to report.

Trustee Jackson stated the Highway Department has been doing a terrific job throughout the Village.

Trustee Zachary stated that the people in New York are doing a good job in keeping the spread of the virus down. We all need to do the best we can to keep this under control. I'm proud to be a New Yorker right now.

**6. COMMENTS FROM THE FLOOR:**

One resident called in to ask about plans for Lents Cove and if the Village had any plans to make it kid friendly. Mayor Knickerbocker responded that there is a lot to do over there. We would like to redo the parking lot and eventually put in a playground. We are waiting to see what will happen with the \$15million Entergy grant. Trustee Zachary mentioned that we are still meeting with the Waterfront Revitalization Group and some of the ideas they have are a gazebo, a playground, a kayak launch and other various improvements. We would like to make the park more kid friendly.

**7. EXECUTIVE SESSION:**

At 9:13PM a MOTION to enter into Executive Session to discuss contractual and potential litigation was made by Trustee Funchion, seconded by Trustee Zachary with all in favor.

**8. ADJOURNMENT:**

At 10:13PM a MOTION to exit executive session and adjourn this meeting was made by Trustee Jackson, seconded by Trustee Pasquale with all in favor.