

January 25, 2007

A regular meeting of the Village Board of the Town of Harrison, Westchester County, New York was held at the Municipal Building, 1 Heineman Place, Harrison, NY, Westchester County, on Thursday, January 25, 2007, at 7:30PM. Eastern Standard Time. All members having received due notice.

MEMBERS PRESENT:

Stephen Malfitano Mayor

Joseph Cannella)
Thomas Scappaticci)Trustees
Patrick Vetere)
Robert Paladino)

ALSO ATTENDING:

Frank Allegretti Town Attorney
Fred Castiglia Village Attorney
Jonathan Kraut Deputy Village Attorney
Joseph Latwin Deputy Village Attorney
Robert Wasp Commissioner of Public Works
David Hall Chief of Police
Ron Belmont Superintendent of Recreation
Arun Ankola IT Director

January 25, 2007

V -- 2007 -- 017

APPROVAL TO SCHEDULE A PUBLIC HEARING FOR THE FIRST MEETING IN
FEBRUARY RE: ADDITIONAL FUNDS IN THE AMOUNT OF \$22,000
FOR AN INCREASE AND IMPROVEMENT OF FACILITIES
OF THE CONSOLIDATED WATER DISTRICT

On motion of Trustee Cannella, seconded by Trustee Scappaticci,

it was

RESOLVED to schedule a Public Hearing for the first meeting in February to authorize additional funds in the amount of \$22,000 for an increase and improvement of facilities of the consolidated water district, specifically, replacement of water mains on Pinehurst Drive.

FURTHER RESOLVED to forward a copy of this Resolution to the Law Department, the Manager of the Westchester Joint Water Works and the Comptroller.

Adopted by the following vote:

AYES: Trustees Vetere, Cannella, Scappaticci and Paladino
Mayor Malfitano

NAYS: None

ABSENT: None

January 25, 2007

V -- 2007 -- 018

TABLED: REQUEST TO ENTER INTO A CONTRACT WITH ALL POINTS SECURITY FOR
THE DESIGN OF A SECURITY SYSTEM FOR THE
HARRISON VOLUNTEER AMBULANCE CORPS BUILDING

Trustee Paladino had questions about the need for this system as well as the cost of the contract, and asked that it be tabled until he is able to discuss the request with HVAC officials. It was also pointed out that the DPW 2007 Capital Budget had not yet been approved, and this expenditure was part of that Budget.

It was unanimously agreed to table.

January 25, 2007

V -- 2007 -- 019

APPROVAL OF THE 2007 INFORMATION TECHNOLOGY CAPITAL BUDGET, WITH
SOME EXCEPTIONS, FOR \$669,389.35

Trustee Paladino pointed out that this Capital Budget was not listed on the Agenda and, although it had been distributed to the Trustees previously, he was not prepared to discuss and vote on it at this meeting. Trustee Cannella asked Trustee Scappaticci to review the request, as this is his area of expertise.

Mr. Scappaticci stated that he had no problem with the proposal. He continued that the Town is taking the 810 (AS 400 computer) now in the Town House, upgrading it to a 520 version, and setting up a redundancy system at the Police Department, replacing the old computer that is now at the Police Department (building) with a new one that is identical with the one that will be in the Town House, and it will function as a back-up to the Town House machine. He added that the majority of the costs on the first page of the Capital Budget proposal are for the upgrades of the two systems, plus the software for those two upgrades.

Trustee Paladino questioned, regarding the prices listed, if these are State contract prices.

Information Systems Director Arun Ankola replied that the upgrades are State contract prices from IBM, but the HTE software is not from a State contract. He added that the upgrade of the Town House computer is called an upgrade, but it basically will have all new components, but the same serial number, with all the same warranties as the machine at the Police Department. It is the "I" series server, or CPU. He also stated that (the Town) is getting a break on the price because the Town is getting the "High Availability" machine.

Trustee Paladino asked if the machines will backup automatically or will someone have to do it manually. And post 9/11, will it cover all the requirements needed in this era?

Mr. Ankola stated that the "MIMIX" software means that every keystroke will be duplicated on the machine at the Police Station. He continued that areas will be "compartmented" or "partitioned" so that there is security and confidentiality and, in addition, if the Town House machine "goes down" then the Police Department machine will come online in about two hours, and will function as the main computer until the first one is fixed. He added that the AS 400 is the best system, it has never been hacked, and about 40% of municipalities in New York State run on IBM systems.

Trustee Scappaticci pointed out that IBM supports the New York State computers. He added that this system, when it is partitioned, will function in the same manner as the present machines, with various people and departments able to access only the information that they now access, that there will be complete confidentiality within the machine.

Mr. Paladino asked for an explanation of the Document Management Systems items.

Mr. Scappaticci asked Town Clerk Joan Walsh if this was the system that she had discussed with the Board members, for \$67,500.

Mrs. Walsh told the Board that she and Mr. Ankola had a disagreement about (the document management system.)

Mr. Ankola stated that the Document Management System was fully integrated with the financial system which is an HTE system and with the Police Department HTE system. He continued that any single piece of paper, packing slip or signed document, can be scanned using this system, and it will become part of that field, as will the maps or other documents from the Building Department when scanned, which then become part of their processing. He added that this is not just a System for the (Town Clerk's) Archives.

Mr. Paladino sought clarity, asking if the scanning system will be integrated with department files, such as the scanning of an engineering report and if it can then be put into a specific file, and if this software that means that the Departments are all set up so that everything is on the computer ... concluding that this sounds like a huge storage issue.

Mr. Scappaticci agreed, saying that is why Mr. Ankola may come back for more data storage.

Mr. Ankola pointed out that all the paper documents now kept, for instance, all the building permits and drawings, can now be put on a CD, and this becomes part of their processing. That will fit into this document storage system.

Mr. Paladino further asked if Mr. Ankola was saying that if he (Mr. Paladino) wanted a copy of everything filed for a particular building permit, a Master file could be opened and everything that was filed, such as a copy of the check, the engineering drawings, etc, things that have already been archived, all that is available in that file? He then asked if (all this) has been archived or will it be archived?

Mr. Ankola replied that it will be archived (at a future time.)

Mrs. Walsh stated that a lot of this material has already been entered into several Indexes, the Zoning and Planning files have been scanned and indexed by Block and Lot going back to 1935, that most of the information in the Building Department has been indexed by Block and Lot, as well as the Town Board Minutes from 1964 to the present. She concluded by stating that the goal is to (be able to enter) in one particular Block and Lot number and get all the information about that parcel. She added that her problem is that she doesn't want (anything to do with) the HTE software.

Mr. Paladino said he wanted to understand the goal. Is the goal to have an operating system so as to have instant access to files?

Mr. Ankola said Yes, the goal is to eliminate all the paper filing that is done by every single Department.

Mr. Paladino then asked what poor soul is going to stand in front of the machine and scan all these documents.

Mr. Scappaticci pointed out that the Town Clerk's office has been doing this for several years now.

Mrs. Walsh agreed that the Departments have not been doing it, that her staff has been doing it (with Grant monies.)

Mr. Paladino said this was scanning history, not current documents.

Mrs. Walsh replied that last year, her staff did all the current and historical maps and drawings in the Engineering Department, (took 14 months.)

Mr. Paladino then asked, if he goes into Engineering, and pulls up a file, will he find every document related to that project neatly in that file?

Mrs. Walsh replied "Not yet."

Mr. Ankola said that, in Purchasing, they are doing their own filing of a Purchase Order, packing slip, etc., in a paper file. He continued that, in the future, they will scan that document thru their purchasing system which will associate it with the Purchase Order number, as well as (having it) go into the Archive system so that they will not have to do (the scanning) at year end. It will be done immediately by the Department (staff.) He added that is why every Department has a new copy machine, which we have been replacing for the last two years, which is a multi-function unit including a scanner.

Mr. Paladino then described the process used by a firm he is associated with, whereby every document is scanned and it goes into a particular file so that when the Master file is called up, all the sub-files are in one place and immediately available.

Mr. Ankola stated that HTE has built an interface with this software that where P.O.'s will split into P.O.'s, with anything that backs it up, but it is not an HTE software.

Mrs. Walsh repeated that she did not want HTE, adding that she has had this discussion with Mr. Ankola before, and no one (in the Departments that use current HTE programs) likes the software, regardless of their level of expertise.

Mr. Ankola replied that his job is to recommend what is good as far as hardware and software is concerned, that he gets paid for that, and if somebody disputes with that, he is ready to talk with them and find out why they don't like it... there shouldn't be any issue. He continued that lack of knowledge doesn't mean the system is bad, that the HTE software is being used by so many municipalities but this has nothing to do with this management software. It is a good program fully integrated with HTE.

Mr. Paladino asked if any of the application software that they are talking about are in the line item for software upgrade and maintenance? Are we being asked to pay for an upgrade to the HTE system in order to incorporate this software?

Mr. Ankola said no, that the charge for interface is already built in. He continued that the City of Stamford is already using this Document Management software as of last year and is very happy with it.

Mr. Paladino also questioned the cost of \$2,500 each for new laptops. Mr. Ankola answered that it is the laptop plus all the software. Mr. Scappaticci offered to look into getting IBM laptops through a program available through his employment at IBM at a lower cost.

Mr. Paladino also questioned (1) the purchase of replacement hardware as a capital expense rather than as an operating expense, and was told that these replacements happen every year and are treated as capital expenses; (2) the installation of a telephone system in the Mintzer Center of \$2,500.

Mr. Cannella then asked Mr. Ankola if he understood the reason why there is lack of satisfaction on an operating level with respect to the software that is being used (in some of the Departments in the Municipal Building.)

Mr. Ankola replied that initially, when the Town bought the HTE software, 10 or 15 years ago, it was never implemented. The lack of knowledge and training was the issue which was conveyed to him 3 ½ or 4 years ago.

Mayor Malfitano stated that, when Mr. Ankola started, the charge given to him at that time was to investigate other municipalities, their systems and software, and to make some judgments whether to keep the software, to expand on it or to “eat the cost.”

Mr. Ankola replied that within a couple of weeks, there had been an HTE conference in Connecticut and he had gone there to take a look and, if not a good thing, to throw it out and buy new software. He continued that after looking at it, this is a JD Edwards package used by corporate America, it has government systems, it is wonderful software, fully integrated, for a government agency. It is a matter of people learning, having the proper people doing things.

Trustee Scappaticci said that the problem is that this is a point and click operation, with a drop down menu, and when people are used to typing in commands, they are more comfortable with that type of system.

Mr. Ankola agreed, saying that some people are still using green screens even though there is Windows in place, because that is what they have been using for years and years. He added that training is a major issue, (although they've) been training every department every year. He further stated that there is no better software package.

Mayor Malfitano then asked if the user dissatisfaction was with the software associated with the “green screen” or the Windows look alike system? Where are people unhappy? Are they unhappy with Windows? He continued that the HTE system (the town) has been using for the last year or so has been upgraded to look like a Windows system, called Naviline. The question is, over the last 18 months we have been teaching it, is it the experience with the Naviline system people are unhappy with, or is it the green screen.

Trustee Scappaticci said that, to him, the problem is that we have provided them with two systems, and have not gone in and said this is the new system, this what we are going to, and after 3-4 months, we will no longer support the old system. That is what we need to do. This is what is done in the private sector.

Mr. Ankola said that this is the approach we took four years ago when we migrated to Microsoft Office. He added that everyone had been using what they wanted to use: Lotus or Word Perfect or whatever, then Office was made the standard for the Town and everyone got used to it. He then said that at the moment we are using two different “front ends” to access the same data.

Mayor Malfitano suggested that the Board now has an opportunity to look at (various options,) to make a judgment, no second guessing, it is the smart thing for us to do. He continued that, over the next three months there should be a small steering committee to investigate what other products are available and being used by other municipalities to determine if perhaps we are missing something or perhaps we have the absolute right platform and then we need to make a commitment to it. He added that the Committee should take a look at the City of Rye, the Village of Scarsdale, and the City of White Plains among others and, if they are using something different, what is their success, and who else is using it. He then asked Trustee Scappaticci to chair this steering committee, and suggested that people in town be asked for their advice and opinion.

Mr. Scappaticci agreed to chair the Committee, but said that he would rather have on the Committee people in the building who actually use the system. He said that one thing to determine if these other systems are different from Naviline, which is point and click, maybe a different name by the same system.

Mr. Ankola said that now that he has a clerical person in his department, he will have her sit with people for a day or two to see how they use (the system.)

Edward DiBuono, Code Enforcement Officer, addressed the Board and stated that Mr. Ankola was being diplomatic, (that the problem is that the) majority of people are resistant to change, it is not a hard program – it is the resistance to change, not the system that is the problem.

Mrs. Walsh replied that Mr. DiBuono was not giving the whole picture, but said that she was not willing to discuss it all here. She pointed out to Mr. DiBuono that (he is) able to use it, but there are people in this building who are extremely competent and can’t use it and can’t stand it, and it is not just the level of quality (of the employees.) She continued that (she is) not an expert by any means, that she just knows how to do what she needs to do -- but that she does talk to other people whom she respects, who are 20 levels higher than she is, and they can’t stand it either.

Mr. DiBuono answered that he is not insulting anyone, but rather referring to everyone's resistance to change which is natural in all people.

Trustee Cannella then said that there has to be cross discussion, but once a system is chosen, there has to be a commitment. He then questioned whether or not the software should be purchased if there is that much discussion. He then asked that the software request be tabled.

On motion of Trustee Scappaticci, seconded by Trustee Cannella,

it was

RESOLVED to approve the 2007 Capital Budget for the Information Technology Department, in the amount \$669,389.35, as presented in that Budget, with three items not approved, as follows:

Town Hall 3-year prepaid maintenance:	\$ 30,640;
Police Dept 3-year prepaid maintenance:	\$ 28,977;
Software Upgrade/Maintenance:	\$135,382.

FURTHER RESOLVED that there be a Committee, headed by Trustee Scappaticci, to review the current software in use in the Town House, specifically the HTE program, to determine its usefulness, if other communities in Westchester are using it, and what other options are available, with a report to the Board in three months.

FURTHER RESOLVED that current employees of the Village be invited to be members of this Committee.

FURTHER RESOLVED to forward a copy of this Resolution to the Comptroller and the Director of Information Technology.

Adopted by the following vote:

AYES: Trustees Vetere, Cannella, Scappaticci and Paladino
Mayor Malfitano

NAYS: None

ABSENT: None

January 25, 2007

V -- 2007 -- 020

TABLED: Review of the DPW 2007 Capital Budget.

It was agreed that the review of the 2007 Capital Budget of the Department of Public Works would be tabled until the next meeting.

January 25, 2007

V -- 2007 -- 021

APPROVAL TO STOCK ST. MARY'S LAKE, ADJACENT TO PASSIDOMO PARK, WITH
STERILE GRASS CARP COST: \$9,500

There was a discussion as to who actually owns the Lake: Harrison, White Plains or the County, or any portion of it. It was stated that at various times, both White Plains and the County had indicated that they owned portions of the area of the Lake, while Harrison has always maintained at least some ownership.

Trustee Scappaticci pointed out that Harrison residents, more than anyone else, get the most use of the Lake and have the best scenic benefits.

Superintendent of Recreation told the Board that the stocking of the fish would probably be in August, depending on the temperature of the water.

Trustee Vetere suggested asking the City of White Plains to contribute to the cost of this program, as they are increasing the park uses of the land on their side of the Lake.

It was also suggested that the Village Attorneys look into the question of ownership of the Lake.

On motion of Trustee Cannella, seconded by Trustee Scappaticci,

it was

RESOLVED to approve the request of Acting Village Engineer Bob Wasp for a contract with Mr. Fred S. Lubnow, Ph.D., of Princeton Hydro, LLC, for the work involved in the stocking of St. Mary's Lake, generally known as Silver Lake, with Sterile Grass Carp, in the amount of \$9,500, subject to the review of the Law Department.

FURTHER RESOLVED that funding will come from the Recreation Special Services Account #001-7020-100-0407.

FURTHER RESOLVED that the Law Department prepare the contract.

FURTHER RESOLVED that the Treasurer pay said amount.

FURTHER RESOLVED to forward a copy of this Resolution to the Law Department, the Superintendent of Recreation and the Treasurer.

Adopted by the following vote:

AYES: Trustees Vetere, Cannella, Scappaticci and Paladino
Mayor Malfitano

NAYS: None

ABSENT: None

January 25, 2007

V -- 2007 -- 022

AUTHORIZATION TO INCREASE THE CONTRACT WITH THE FIRM OF ELQ
FOR STREET PAVING IN THE AMOUNT OF \$21,000,
FOR A TOTAL FOR THIS CONTRACT OF \$147,000

Commissioner of Public Works Bob Wasp asked for approval to increase the contract with the firm of ELQ in the amount of \$21,000, for additional street paving and sidewalk work in target areas included in the CBDG contract. He added that he authorized the work as the weather was still warm enough, and there were sufficient funds to do it.

Trustee Paladino pointed out that he has previously stated that he wants to be consulted before monies are spent that have not been authorized, adding that this is a pattern, that Commissioner Wasp did not have the authority to order this work done. Mr. Paladino further stated that Mr. Wasp has established the precedent. He continued that he is not questioning Mr. Wasp's ability, nor his commitment to the job, but this action is not appropriate, that a phone call to the Trustees could have gotten the three votes needed for official approval.

On motion of Trustee Scappaticci, seconded by Mayor Malfitano,

it was

RESOLVED to amend the contract with the firm of ELQ in the amount of \$21,000, for a total contact cost of \$147,000, for additional street paving and sidewalk work.

FURTHER RESOLVED to forward a copy of this Resolution to the Village Attorneys, the Director of Purchasing, the Commissioner of Public Works and the Treasurer.

Adopted by the following vote:

AYES:	Trustees Vetere, Cannella, Scappaticci and Paladino Mayor Malfitano
NAYS:	None
ABSENT:	None

On motion duly made and seconded, with all members voting in favor, the Meeting was recessed for Executive Session at 11:00 PM.

On motion duly made and seconded, with all members voting in favor, the Meeting was re-convened at 11:47 PM

There being no further matters to come before the Board, the Meeting was declared closed at 11:47 PM.

Respectfully submitted,

Joan B. Walsh, Village Clerk

