

Minutes of the meeting of the Board of Trustees of the Incorporated Village of Woodsburgh held on Monday, July 25, 2022 at 7:00 PM at Village Hall, 30 Piermont Avenue, Hewlett NY 11557

The public had a right to speak at this meeting.

1. Calling the Meeting to Order:

Mayor Israel called the meeting to order at 7:02 PM

Mayor Israel appointed Jake Harman as Deputy Mayor

2. Roll Call:

Present-	Mayor	Lee Israel
	Deputy Mayor	Jake Harman
	Trustee	Alan Hirmes
	Trustee	Carl Cayne
	Village Clerk/Treasurer	Michelle Blandino
	Village Attorney	Brian Stolar
Excused-	Trustee	Shira Hoschander

3. Notice of Meeting – Nassau Herald:

The Clerk reported that notice of the meeting was emailed to the Nassau Herald and was posted on the bulletin board outside of Village Hall and in the lobby of Village Hall, and on the Village Website.

4. Minutes –June 27, 2022

On motion by Trustee Cayne seconded by Deputy Mayor Harman, and approved, the Board dispensed with the reading of the minutes of the Board's June 27, 2022 meeting, as the Clerk had previously mailed such minutes to the Board members, and they are hereby approved.

5. A. Mayor Israel made the following appointments with terms indicated

Deputy Clerk	1 year	Karen Quintavalle
Deputy Village Treasurer	1 year	Dana Garraputa
Deputy Registrar	1 year	Karen Quintavalle
Clerk to Village Justice	1 year	Karen Quintavalle
Deputy Court Clerk	1 year	Dana Garraputa
Clerk ZBA	1 year	Dana Garraputa
Clerk AAC	1 year	Dana Garraputa

Associate Village Justice	1 year	Michael Farbenblum
Prosecuting Attorney	1 year	Mindy Roman
Deputy Village Prosecutor	1 year	Richard S Prisco
ZBA Chairman	1 year	Steve Rabinoff
Member Bd of Appeals	5 year	Joel Weiner
Alt Member Bd of Appeals	1 year	Marc Gleitman
Alt Member Bd of Appeals	1 year	Dena Pilvesky
Alt Member Bd of Appeals	1 year	Lawrence Hill
AAC Chairman/Member	1 year	Steven Rabinoff
Member AAC	1 year	Fred Schornstein
Member AAC	1year	Joel Weiner
Member AAC	1 year	David Lasky
Member AAC	1 year	Michael Krasne

On motion by Deputy Mayor Harman seconded by Trustee Cayne, the above appointments were unanimously approved.

B. Mayor Israel made the following appointments at the Pleasure of the Mayor

Budget Officer	Barry Rozenberg
Road Commissioner	Francois Tenenbaum
Police Commissioner	Andrew Lauer
Fire Commissioner	Francois Tenenbaum
Village Historian	Ed Farbenblum
Village Medical Officer	Dr. Ronnie Hershman
TVASNAC Representative	Vacant
Building Inspector	Dennis Fromigia.
Plumbing Inspector	Joseph Montilli
Deputy Plumbing Inspector	Dennis Fromigia
Electrical Inspectors	Alliance Electrical Inspections, LTD NYS Electrical Inspections, Inc. Electrical Inspectors Inc. Certified Electrical Inspections Electrical Inspection Service Inc. Suffolk Bureau of Elec. Inspectors
Village Engineer	Nelson Pope & Voorhis, LLC
Village Engineer	West Side Engineering, LLC

On motion by Deputy Mayor Harman seconded by Trustee Cayne, and adopted unanimously, the Board approved the above appointments.

C. Commissions:

Mayor Israel appointed the following commissions

Technology Commissioner/Chief Technology Officer: Judah Libin
Apartment Bldg. Representative/liaison: Gary Kaplan

On motion by Deputy Mayor Harman seconded by Trustee Cayne, and adopted unanimously, the Board approved the above appointments.

6. The Mayor made the following Appointment to serve at the pleasure of the Mayor:

Brian S. Stolar as Village Attorney

On motion by Deputy Mayor Harman and seconded by Trustee Cayne, the following resolution was unanimously approved:

RESOLUTION RETAINING VILLAGE ATTORNEY
AND SPECIAL COUNSEL

RESOLVED, that the Board of Trustees hereby approves the Mayor's appointment of BRIAN S. STOLAR as Village Attorney to serve at the pleasure of the Mayor, and it is further

RESOLVED, that the compensation for the services of the Village Attorney and other attorneys associated with their law firm designated by either Village Attorney as Deputy Village Attorneys, for retainer legal services (all legal services required by the Village other than legal services in connection with litigation matters, or Village acquisition or sale of real estate) to be performed by the Village Attorney or under his direction, shall be \$240 per hour, plus reimbursement of all reasonable and necessary disbursements incurred in connection with the performance of such retainer legal services, which sums will be billed to the Village monthly by the Village Attorney or any law firm with which he may be associated, and it is further

RESOLVED, that the Board of Trustees hereby retains MEYER, SUOZZI, ENGLISH & KLEIN, P.C. as special counsel to the Village for non-retainer legal services as may be required, the services of such special counsel to be compensated at the rate of \$240 per hour, plus reimbursement of all reasonable and necessary disbursements incurred in connection with the performance of such non-retainer legal services, which sums shall be billed to the Village monthly.

7. Designations:

On motion by Mayor Israel, seconded by Trustee Hirmes, the Board unanimously approved the following resolution:

"BE IT HEREBY RESOLVED that the following banks be designated as depositories of Village funds, provided that such banks have provided the Village with an approved collateral agreement as required by law:"

A. Bank Depositories

Signature Bank – Regular
Signature Bank – Payroll
Signature Bank – Trust
Signature Bank – Money Market
Signature Bank – Village Justice Account
Signature Bank – Acting Village Justice Account
Signature Bank – Bail Account

B. Signature on Checks

Revised Payment of Claims Policy

On motion by Mayor Epstein and seconded by Trustee Hirmes and unanimously carried the Board passed the following resolution

Whereas, pursuant to Village Law 5-524 and subject to certain exceptions as authorized by that statute, the Board of Trustees is required to audit all claims against the Village prior to payment; and

Whereas, the Board of Trustees wishes to establish in documented form the policy of the Village with respect to payment of claims,

Now, therefore, be it

RESOLVED, that except as otherwise provided in this resolution, no claim against the Village shall be paid and no instrument of payment of a claim shall be issued by the Village unless and until the claim is (a) in writing, (b) certified or verified under oath of the claimant or the claimant's duly authorized agent, (c) itemized to the satisfaction of the Board of Trustees, (d) approved by the officer or employee whose action gave rise or origin to the claim, and (d) audited and approved by the Board of Trustees, and it is further

RESOLVED, that notwithstanding the foregoing, and pursuant to Village Law 55-524(5), the following claims may be paid without prior audit and approval by the Board of Trustees:

- (a) fixed salaries;
- (b) debt service;
- (c) amounts becoming due upon lawful contracts for periods exceeding one year;
- (d) compensation for services of employees or officers regularly engaged by the Village at agreed wages by the hour, day, week, month or year;

provided, however, that with respect to items (a) and (d) in this paragraph, no such payment shall be made unless the payroll or other claim for compensation for personal services rendered to the Village by any person other than an elective Village officer shall be certified by the Village officer or employee having direct supervision of the

claimant to the effect that such services were actually performed by the person or persons mentioned therein; and it is further

RESOLVED, that notwithstanding the foregoing and pursuant to Village Law 5-524(6), the following claims may be paid in advance of audit and approval of the Board of Trustees, provided such claims are presented for audit and approval at the next regular meeting of the Board of Trustees:

- (a) public utility services;
- (b) postage
- (c) freight and express charges;
- (d) charges for expenses incurred with the approval of the Board of Trustees where there is a discount for timely payment and audit of such claims is not feasible prior to the date for such discounted payment; and it is further

RESOLVED, that two (2) signatures shall be required on all checks. The Mayor, or in the Mayor's absence the Deputy Mayor, and the Treasurer, or in the Treasurer's absence the Deputy Treasurer, shall be the two (2) signatories, and be if further

RESOLVED, that the policy established by this resolution shall be reviewed at each ensuing organizational meeting of the Board of Trustees, and shall remain in effect until amended by resolution of the Board of Trustees at any duly convened meeting of the Board of Trustees.

A. Official Newspaper: Nassau Herald

Deputy Mayor Israel made a motion to designate the Nassau Herald the official newspaper of the Village. The motion was seconded by Trustee Hirmes and unanimously approved.

B. Village Auditor- Satty Levine, Ciacco, CPA

Mayor Israel made a motion to designate the firm of Satty, Levine, Ciacco, CPA the official auditors of the Village, and to retain Satty, Levine in accordance with the terms of their written proposal dated June 23, 2022. The motion was seconded by Trustee Hirmes and unanimously approved.

8. Annual Policies

Each of the following policies was readopted, on motion by Mayor Israel, seconded by Trustee Hirmes and adopted unanimously:

Designation – Official Newspaper Nassau Herald:
Renew Procurement Policy Amended July 28, 2014:

Renew Violence in the Workplace Policy Adopted October 28, 2013:
Renew Standard Workday Policy Adopted October 27, 2014.
Renew Sexual Harassment Policy Adopted September 27, 2018
Disaster Recovery Plan Adopted July 21, 2021

9. Budget Modification

After some discussion by the Treasurer, the following modifications were made to the 21/22 Budget on motion by Trustee Cayne, seconded by Deputy Mayor Harman, and approved unanimously.

The following increases were made to income line items
2590.00 will be increased from Budgeted \$17,500 to \$64,000
2590.01 will be increased from Budgeted \$4000 to \$10,000
2590.02 will be increased from Budgeted \$2500 to \$10,000

The following increases were made to expense line items
5110.20 will be increased from \$500 to \$10,000
5110.50 will be increased from \$8500 to \$44,000
5182.43 will be increased from \$3000 to \$12000
1410.44 will be increased from \$3500 to \$6500
5142.41 will be increased from \$3500 to \$6500

The following line items were modified
Transfer out of 1420.42 \$18,000 and modify Public Safety as follows;
Transfer into 3120.40 \$3000
Transfer into 3410.41 \$5000
Transfer into 3410.42 \$5000
Transfer into 3620.41 \$5000

10. Bike to the Beach for Autism 9/24/2022

On motion by Trustee Hirmes, seconded by Deputy Mayor Harman and unanimously approved the Board voted to allow the Bike for Autism Event to commence on September 24, 2022, providing the roads program is complete and the Village Clerk confirms that all necessary insurance certificates are received by the Village.

11. Reports:

Treasurers Report June 2022

Cash Status – June , 2022
Bank Balances - Reg., Pay. M.M.,
as of 6/1/2022

1,064,579.53

Plus – Receipts:

Real Property	17,840.44
Departmental Income	2,900.00
Use of Money and Property	174.25
Licenses and Permits	14,807.50
Fines and Forfeitures	2,826.00

State Aid	4,282.78	
		<u>42,830.97</u>
		1,107,410.50
<u>Less - Disbursements:</u>		
General Gov't Support	15,352.39	
Public Safety	5,063.12	
Transportation	9,673.82	
Home and Community Svs	3,757.50	
Employee Benefits	7,982.72	
		<u>-41,829.55</u>
		1,065,580.95
Trust Account Deposit		<u>29,140.00</u>
		1,094,720.95
Prepaid Payroll Entry		<u>4,598.23</u>
		1,090,122.72
<u>Proof – Bank Balances:</u>		
Signature Bank – Reg	11,863.69	
Signature Bank –Pay	22,726.61	
Signature Bank – M.M.	943,892.42	
Signature Bank Trust	<u>111,640.00</u>	
	1,090,122.72	

B. Audit of Claims

The Board discussed Abstract #708. Upon confirmation from the Board of Trustees that the claims included in such abstract represented the purchase of goods and services actually received and/or performed and that each item contained in the abstract is for a proper Village purpose, on motion duly made by Trustee Hirmes, seconded by Deputy Mayor Harman, and unanimously approved, the Board authorized and directed the Village Treasurer to pay the general fund claims in the total sum \$90,497.07 as set forth in abstract #708 if all is in order.

C. TVASNAC Report — No report

D. Public Safety – June 2022

1. Police Report

June	Arrests:	0
	Movers	2
	Parkers:	0
	Crime:	0

E. Fire Report- None

A. Roads- Roads –No Report

12 . Building Permits –

Permits Issued:

- | | | |
|--------------|-----------------|---------------------------------|
| a. W-2022034 | 850 Ivy Hill Rd | Abandon Oil Tank/Convert to Gas |
| b. W-2022035 | 190 Ivy Hill Rd | Construct a Wood Deck |

2. Completed Permits:

- a. None

3. Stop Work Order: None

13. New Business: None

Executive Session: At 7:40 p.m. on motion by Trustee Hirmes seconded by Trustee Cayne and unanimously approved, the Board voted to convene in Executive Session to obtain legal advice.

At 8:10 p.m. the Board reconvened into regular session.

14. Next Meeting: August 29, 2022 at 7:00 PM

15. Adjournment:

As there was no further business the meeting was adjourned at 8:10 PM.

Michelle Blandino
Village Clerk

