

Minutes of the meeting of the Board of Trustees of the Incorporated Village of Woodsburgh held on Monday, October 19, 2020 at 8:00 p.m.

The meeting was held in compliance with Executive Orders issued by Governor Cuomo.

1. Calling the Meeting to Order:

Mayor Israel called the meeting to order at 8:02 p.m.

2. Roll Call:

Mayor	Lee Israel
Deputy Mayor	Jake Harman
Trustee	Alan Hirmes
Trustee	Carl Cayne
Trustee	David Perl
Village Clerk	Michelle Blandino
Village Attorney	Brian Stolar, Esq.
Road Commissioner	Francois Tenenbaum

3. Notice of Meeting and Public Hearing – Nassau Herald:

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

4. Minutes – September 21, 2020:

On motion by Mayor Israel, seconded by Trustee Perl and unanimously adopted, the Board adopted the minutes of September 21, 2020 meeting.

5. Street opening Trust Account

Village Attorney, Brian Stolar updated the Board.

6. Cablevision Franchise Renewal Agreement

The Board Discussed

7. Resolution Adopting Records Retention and Disposal Schedule

RESOLVED, by the Board of Trustees of the Village of Woodsburgh that the *Retention and Disposition Schedule for New York Local Government Records (LGS-01) (hereinafter "LGS-01")*, as issued by the New York State Education Department pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein; and it is

FURTHER RESOLVED, that in accordance with Article 57-A:

a) records will be disposed of only after they have met the minimum retention periods described in LGS-01; and

b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods; and it is

FURTHER RESOLVED, that this resolution shall take effect immediately upon adoption, and shall supersede and replace any previously approved Records Retention Schedule(s) adopted or implemented by the Village.

Resolution Adopting the Requirement of Building Department Applications to be submitted In Electronic Format

Whereas, the Board of Trustees has authority, by resolution, to enact rules of procedure, and rules for application, with regard to any or all other Village boards and agencies; and

Whereas, the Board of Trustees hereby finds that a requirement for submission of various applications in electronic format, in addition to the paper copies already being required, would be efficient and economic, and would assist the Village in reducing the amount of storage space required for maintenance of records,

NOW, THEREFORE, BE IT

RESOLVEDas follows:

A. All applications to the Board of Trustees, Planning Board, Board of Appeals, or Architectural Review Board, for approval or other relief, or for amendment of any pending application, shall include, in addition to any other documents or supporting information otherwise required by any applicable law or rule, three copies of all application documents in portable document format (PDF) or other electronic format reasonably acceptable to the Village Clerk. Each such electronic copy shall be provided on a separate medium, reasonably acceptable to the Village Clerk.

B. In the case of documents submitted by or on behalf of any person other than an applicant for an approval described in paragraph A of this section, the Village Clerk may require the submission of such documents in format similar to that required in paragraph A of this section, in addition to submission as otherwise required by any applicable law or rule.

C. The requirements of this section for submission of documents in electronic format shall not apply with respect to applications for approval, alteration or improvements to or with respect to not more than one single family dwelling, except that in any case the board or agency considering such application may require submission in an electronic format.

D. Notwithstanding any other provision of this section, the board or agency to which an application is made or pending, for good cause shown, may waive in full or in part any requirement for filing one or more documents in electronic format.

and it is further

RESOLVED, that this resolution shall take effect immediately, and shall be applicable to all applications, or amendments to applications, or other submissions with respect to application, which are submitted or filed on or after the date of adoption of this resolution.

8. Backup Snow Removal South Shore Building maintenance Corp  
Tabled
9. Building Inspector Agreement

On motion by Trustee Perl, seconded by Trustee Cayne and unanimously approved, the Board voted to approve the Building Inspector's consulting agreement for Mr. Thomas Cardile P.E. to run from September 16, 2020 to July 5, 2021, at 12:00pm, to provide for compensation at the rate of w \$1560 per month, plus \$200 for each completed Street Opening Permit and \$200 for each meeting attended after the first two, and authorized the Mayor to sign an agreement in the form as reviewed and approved by the Village Attorney.

10. GASB 75 Actuarial Report and 2019/20 Year End Audit

Appearing before the Board via zoom was Frank Sluter and William Cotes of Satty Levine and Ciacco . Also appearing via zoom was Keith Young and Amy Hicks of Sound Acturial. The Board discussed the Village financial statement and the draft GASB 75

11. Reports:

Treasurers Report September 2020

Cash Status – September , 2020	
Bank Balances - Reg., Pay. M.M., as of 9/1/2020	641,259.54

Plus – Receipts:

Real Property Tax Items	34.35	
Non Property Taxes	221.92	
Departmental Income	350.00	
Licenses and Permits	4,198.00	
Sale of Property/ Other Comp	300.00	
		<u>5,104.27</u>
		646,363.81

Less - Disbursements:

General Gov't Support	17,441.91	
Public Safety	4,724.22	
Transportation	7,387.81	
Health	479.00	
Home & Community Services	3,13.64	
Employee Benefits	12,295.58	
		<u>-45,342.16</u>
		601,021.65

Proof – Bank Balances:

Capital One – Pay	3,695.68
Capital One – Reg	5,524.56
Capital One – M.M.	<u>591,801.41</u>
	601,021.65

## B. Audit of Claims

The Board discussed Abstract #690. After such discussion, and confirmation from the Village Treasurer that the items in such abstract represented the purchase of goods and services actually received and/or performed and that each item contained in the abstract was for a proper Village purpose, on motion duly made by Trustee Cayne, seconded by Trustee Perl, and adopted unanimously, the Board authorized and directed the Village Treasurer to review and pay the general fund claims in the total sum \$53,914.61 as set forth in abstract #690.

## C. TVASNAC Report — No report

## D. Public Safety – September 2020

## 1. Police Report

September	Arrests:	0
	Movers	0
	Parkers:	0
	Crime:	1

## 2. Fire Report – Commissioner Tenenbaum –

2 <sup>nd</sup> Quarter-	6	General Alarms
	2	Still Alarms
	3	Signal Alarms

## E. Roads – Commissioner Tenenbaum- No Report

## F. Building Permits and C/O

## Permits Issued:

## 1. Permits Issued:

W-2020051	803 Porter Place	HVAC
W-2020052	Ivy Hill Road	Street Opening
W-2020053	70 Wood Lane	Replace patio, add BBQ island, Pergola and hot tub
W-2020054	70 Wood Lane	Gas Permit
W-2020055	889 Ivy Hill Rd	Front Portico, Second story addition over existing first

## 2. Completed Permits:

W-2020050	800 Barberry Lane	Gas Permit
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12. New Business:13. Next Meeting: November 23, 2020 at 8pm14. Adjournment:

As there was no further business the meeting was adjourned at 9:05 PM.

Michelle Blandino  
Village Clerk