

Incorporated Village of South Floral Park

Minutes

Regular Board Meeting

Thursday, November 6, 2025, at 8:00 PM

The meeting was held at the Elmont Public Library, Room #2  
700 Hempstead Turnpike, Elmont, NY 11003

The fourth regular meeting of the Board of Trustees of the Village of South Floral Park was held on Thursday, November 6, 2025. Mayor Brown opened the meeting at 8:00 pm and called upon Trustee Graham to lead the audience with a salute to the flag. After the Pledge of Allegiance, Mayor Brown asked Clerk Long to proceed with the roll call.

Present: Mayor Brown, Deputy Mayor Bellamy, Trustee Graham, Trustee Lyons, Trustee Jacques, Village Attorney Chris Prior. Village Clerk, Mary Long, and Deputy Village Clerk, Tanya Minter.

Guests: Police Officer DeStefano, NCPD 5<sup>th</sup> Precinct POP Unit

The minutes of October 2, 2025, Board meeting were unanimously approved on a motion by Deputy Mayor Bellamy and seconded by Trustee Jacques.

The vouchers for October 2025 were unanimously approved on a motion by Trustee Graham and seconded by Trustee Lyons.

Financial Report

Clerk Long read the financial report as follows:

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|----------------|----------|--------------|
| September 2025 | Revenue  | \$ 44,807.37 |
|                | Expenses | \$116,394.92 |
| October 2025   | Revenue  | \$20,956.98  |
|                | Expenses | \$88,130.03  |

Clerk Long stated that copies of the financial report are available at the village hall and on the website.

**Report of the Commissioners:**

Police Activity Report: Commissioner Graham read the October Village Justice report as follows:

There were 47 parking citations and 0 local law violations issued by our code enforcer, for a total of 47 citations. There were 5 parking and 0 vehicles and traffic tickets written by the 5<sup>th</sup> Precinct this month. In the month of October 2025, the Village Court collected \$960.00 in fines. Officer DeStefano from the 5<sup>th</sup> Precinct POP Unit reported that in October there was an uptake of fraud bank account activity and residents should be mindful to lock their car doors when parked in their driveways. There was one report of someone pulling on a car door that was parked in the driveway.

Highway Report: The Highway staff completed their routine cleaning of Village Hall, the Firehouse, and Village roads. In addition, the road staff prepared holiday lights and decorations for the tree lighting, inspected village roads after sanitation pick-up, cleaned storm drains and tree branches throughout the village, repaired street signs on Emma Street, initiated snow removal protocol, cleaned the area around the generator, reinstalled village banners and cleaned up glass on Louis and Roquette Avenues.

Fire Report – Commissioner Jacques reported that there were 22 calls attended by 113 members, 2 ambulance calls attended by 7 members, 1 school attended by 5 members, and 0 miscellaneous events. Both fire trucks are in good working order and the medications in the ambulance are current.

Power & Light – There is one pending utility pole replacement on Marguerite Avenue which was completed on 10/13/25.

Commissioner of Emergency Management – Commissioner Bellamy reported that the biannual preventive maintenance was performed on the generator on 10/28/25. The technician stated that there were no issues to report, and the generator goes into test Monday every Tuesday at 10:55 am. Also, the Commissioner reported that hurricane season is still with us until November 30<sup>th</sup> and so far this year, there were seven tropical storms and five hurricanes reported.

WAWNC Report: Commissioner Ifill stated that there were no issues to report on for the village and he also reminded the audience that there are job opportunities for civil service and non-civil service positions at Water Authority. If anyone is interested in applying for these positions, they can send them to village hall, and the office staff will forward them to Commissioner Ifill.

4VS – The Studio has completed editing on both the Centennial Parade and Centennial Ceremony recorded on Saturday, September 20th. The next phase of the Centennial project will involve the integration of previously captured content (i.e.: resident testimonials, historical and current photographs, historical information, etc.) that will be inserted to complete the program. There is no need for any additional content to be captured for this show. Any future requests to produce Centennial-related content will need to be part of a separate program, which 4VS will be happy to produce if warranted.

November is traditionally one of the busiest months of the year for studio productions, and this year is no exception. Due to the November workload, most of the work on the Centennial project will be completed during December. We are on target for an early January completion date.

#### Correspondence:

On 10/15/25 the owner of 162 Memphis Avenue contacted village hall stating that there is a water pooling issue in front of his house which was caused by the road repaving project.

On 11/5/25 the owner of 115 Arthur Avenue submitted a letter to the village requesting a permanent waiver to park their vehicles on the side of their house, which faces Press Street.

Old Business: There is no old business to discuss.

#### New Business:

- Board Resolution #1 - Village Elections will be held in March of 2026. The Village clerk requests the Board adopt a resolution to hold the village elections on Wednesday, March 18<sup>th</sup> from Noon to 9 p.m. and that the village elections will be held at the United Methodist Church located at 276 Louis Avenue in South Floral Park.

On a motion by Deputy Mayor Bellamy, seconded by Trustee Graham and unanimously approved, the Board voted to hold the village elections on Wednesday, March 18<sup>th</sup> 2026 from Noon to 9 pm at the United Methodist Church, which is located at 276 Louis Avenue?

- Board Resolution #2 – The Village Clerk updated the NYS DOT Local Roads Listing Report to include a section of Allen's Way to the Village's roads inventory, according to Nassau County Boundary Maps. A resolution is required by NYS DOT to amend the village's roads inventory.

On a motion by Trustee Jacques, seconded by Trustee Lyons, and unanimously approved, the Board voted unanimously to include a section of Allen's Way to the Village's roads inventory, according to Nassau County Boundary maps.

- Board Resolution #3 - Building Department Document Scanning quotes

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|----------------------|-------------|
| EK Printing          | \$11,975.00 |
| SEI                  | \$15,530.00 |
| Document Conversions | \$ 7,945.00 |

On a motion by Trustee Lyons, seconded by Trustee Jacques and unanimously approved, the Board voted to approve the quote submitted by Document Conversions to digitize all the South Floral Building Department records.

- Board Resolution #4 - Appointment of part-time village deputy clerk, Tanya Minter, subject to Civil Service approval.

On a motion by Trustee Graham, seconded by Trustee Lyons and you unanimously approved, the Board approved the appointment of Tanya Minters as the village deputy clerk, subject to Nassau County Civil Service approval.

- Board Resolution #5 - Board approval for the village to migrate from .org to .gov and authorize Mayor Brown to select the IT consulting services vendor to complete the migration.

On a motion by Trustee Graham, seconded by Trustee Bellamy and unanimously approved, the Board voted to approve the migration of the village website from .org to .gov and authorizing Mayor Brown to select the IT consulting services vendor to complete the migration.

### Upcoming Events

- The next Board of Trustees meeting will be on Thursday, December 4<sup>th</sup> at 8:00 pm.
- The Tree Lighting Ceremony will be held on Friday, December 5<sup>th</sup> at 7:00 pm.
- Justice court will be held on Monday, December 15<sup>th</sup> at 6 pm.

Mayor Brown asked the Trustees if they had any comments before opening the meeting up to the public. With no further comments from the Trustees, Mayor Brown took the opportunity to introduce the new deputy village clerk, Tanya Minter. With no further business to go before the Board, Mayor Brown opened the meeting to the residents.

### Residents:

Resident #1 inquired about a white marking observed on the roadway at the intersection of Arthur Avenue and Adams Street, asking for clarification on its purpose. Clerk Long responded that no roadwork is currently scheduled for Arthur Avenue and assured the resident that she would investigate the matter further.

Resident #2 expressed appreciation for the agenda being made available on the website.

Chief Bellamy reported that he had no complaints and expressed his gratitude to the Board for their continued hard work. Mayor Brown expressed gratitude to Chief Bellamy and the entire South Floral Park Fire Department for their hard work and dedication. Trustee Graham also extended his appreciation to the department for their continued service to the community.

Resident #2 asked Chief Bellamy about the planned location for the construction of the fire department's training tower. Chief Bellamy informed Resident #2 that the fire department's training tower will be constructed in the parking lot.

With no further business before the Board, on a motion by Trustee Graham, seconded by Deputy Mayor Bellamy, and unanimously approved, the meeting was adjourned at 8:40 pm.

Respectfully submitted,

Village Clerk-Treasurer  
Mary Long