

Minutes of the work session and regular meeting of the Board of Trustees and Appointed Officers of the Incorporated Village of Woodsburgh held on Monday, September 9, 2013 at 7:30 p.m. at Village Hall, 30 Piermont Avenue, Hewlett, New York.

1. Calling Meeting to Order:

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

2. Roll Call:

Present	Mayor	Lee Israel
	Deputy Mayor	Gary Goffner
	Trustee	Edmond Mukamal
	Trustee	Carl Cayne
	Trustee	Jacob Harman
	Village Clerk	Michelle Blandino
	Village Attorney	A. Thomas Levin by Richard Eisenberg
	Treasurer	Barry Platnick

3. Notice of Meeting – Nassau Herald:

Clerk Blandino reported that notice of this evening's meeting was mailed to the Nassau Herald and was posted on the bulletin board outside Village Hall and in the lobby of Village Hall.

4. Minutes – July 29, 2013:

On motion by Deputy Mayor Goffner, seconded by Trustee Cayne and unanimously approved, the Board dispensed with the reading of the minutes of the July 29, 2013 meeting as the Clerk has previously mailed such minutes and they are hereby approved.

5. Appointments:

Mayor Israel made the following appointments to serve at the pleasure of the Mayor:

Technology Commissioner	Judah Libin	1 year term
Alternate Member Board of Zoning Appeals	Marc Gleitman	1 year term

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

6. Resolution to Adopt Board of Trustees Procedures

The following resolution was moved by Trustee Cayne, seconded by Trustee Mukamal and adopted unanimously:

“RESOLVED, that the Code of the Village of Woodsburgh is hereby amended, by adding thereto a new Chapter, to be Chapter 157, effective immediately, to read as follows:

Chapter A157 BOARD OF TRUSTEES, PROCEDURES OF

Time and place of meetings.

~A157.1 A. Monthly meetings of the Board of Trustees shall be held on the fourth Monday of each month at 8:00 p.m. at Village Hall, 30 Piermont Avenue, Hewlett, New York or at

6. Resolution to Adopt Board of Trustees Procedures continued:

such other date, time and location as may be designated by the Mayor or the Board of Trustees.

B. Other meetings of the Board may be called by the Mayor and shall be called by the Mayor upon the written request of three Trustees.

C. Meetings of the Board other than the monthly meeting shall be called upon reasonable notice to each member of the Board, which notice may be written or oral.

D. Notice of meetings shall be given as required by law by or at the direction of the Village Clerk.

~ A 157-2 Deadline for submissions by applicants.

In the case of any matter scheduled for public hearing upon an application by a person or entity other than the Village, all submissions by the applicant in connection with such matter shall be filed with the Village Clerk no later than 10 business days before the date upon which the public hearing is scheduled to be held, Exceptions to this procedure shall be made only upon written certification by the Mayor, or by three Trustees acting without the Mayor, that circumstances exist requiring consideration notwithstanding a late filing. The foregoing provisions shall not be construed to prevent or prohibit an applicant from making any submission at the public hearing.

~ A 157-3 Establishment of agenda; distribution.

The Village Clerk shall prepare an agenda, including all proper and complete items received pursuant to these rules and in accordance with the direction of the Mayor. The agenda shall be distributed by the Village Clerk to each member of the Board and to the Village Attorney no later than two business days before the meeting date, where reasonable to do so. Notwithstanding the agenda for the meeting, when the Board is duly convened it may undertake any action within its powers.

~A 157-4 Posting of agenda.

Unless it is impractical to do so, at least two business days before each meeting of the Board, the Village Clerk shall cause a copy of the agenda for such meeting to be posted conspicuously on a bulletin board at the Village Office and on any website maintained by the Village. In cases where it is impractical to post the agenda as provided herein, the agenda shall be posted in advance of the meeting.

~A 157-5 Publication of notices.

The Clerk and/or the Village Attorney shall cause to be published in the official newspaper of the Village all public notices required by law.

~A 157-6 Public comments.

A. Public hearings. Members of the public shall be entitled to be heard on any public hearing item at the time such item is called by the Mayor. Residents of the Village may be given priority of speaking order over nonresidents. The Mayor or Board may impose reasonable limits on the duration of public comments.

6. Resolution to Adopt Board of Trustees Procedures continued:

B. Other agenda matters. The Mayor or a majority of the Board shall determine whether public comment will be received on any agenda item other than a public hearing and may determine the persons permitted to speak with respect to such item and the order and amount of time allotted to any such person to speak with respect to such matters.

~A 157-7 Polling Board members for votes.

The Mayor or Village Clerk shall poll the members of the Board to determine the vote upon any items being voted upon.

~A 157-8 Minutes of proceedings.

A. The Village Clerk shall cause minutes to be kept of proceedings at each meeting of the Board in accordance with applicable law and shall have keep such minutes and proceedings on public file as the record of the proceedings of the Board.

B. The Village Clerk shall circulate to all members of the Board draft minutes of each meeting. A reasonable period of time shall be provided for each Board member to submit proposed changes or comments to the Mayor or Village Clerk. After the passage of such reasonable period of time, the Mayor may direct the Clerk to file the minutes, with such corrections or changes as the Mayor may determine appropriate. Copies of the final minutes promptly shall be distributed to each member of the Board, and subsequent changes or corrections in the minutes may be made by majority vote of the Board at any meeting.

7. Reports:

## A. Treasurer's Report –Treasurer Platnick – July, 2013 &amp; August 2013

Treasurer Platnick summarized the Treasurer's report.

Cash status	July, 2013	
Bank balances	Reg., Pay., M.M.	
As of 7/1/13		711,061.52
<u>Plus Receipts</u>		
Real Property Tax Items	3,848.95	
Non-Property Taxes	11.01	
Departmental Income	635.00	
Use of Money & Property	167.45	
Licenses and Permits	1,727.50	
Fines and Forfeitures	670.00	
Sale of Property/Other Comp.	5.50	
Miscellaneous	<u>6,166.44</u>	<u>13,231.85</u>
		724,296.37
<u>Less Disbursements</u>		
General Government Support	7,859.83	
Public Safety	5,955.29	
Transportation	23,562.89	
Home & Community Services	50.00	
Employee Benefits	<u>7,764.88</u>	<u>45,192.89</u>
		679,100.48

7. Reports continued:Proof Bank Balances:

Capital One – Regular	23,000.89	
Capital One – Payroll	6,128.83	
Capital One – Money Market	<u>649,970.76</u>	
	679,100.48	

Cash status	August, 2013	
Bank balances	Reg., Pay., M.M.	
As of 8/1/13		679,100.48

Plus Receipts

Real Property Tax Items	1,958.42	
Non-Property Taxes	250.32	
Departmental Income	3,975.00	
Use of Money & Property	160.69	
Licenses and Permits	2,660.00	
Fines and Forfeitures	-230.00	
Sale of Property/Other Comp.	<u>5.50</u>	<u>8,779.93</u>
		687,880.41

Less Disbursements

General Government Support	10,283.85	
Public Safety	3,506.83	
Transportation	6,754.15	
Employee Benefits	8,807.98	
Interest on Long Term Debt	<u>130,000.00</u>	<u>159,352.81</u>
		528,527.60

Proof Bank Balances:

Capital One – Regular	12,447.37	
Capital One – Payroll	13,990.36	
Capital One – Money Market	<u>502,089.87</u>	
	528,527.60	

## B. Audit of Claims:

On motion by Trustee Mukamal, seconded by Deputy Mayor Goffner and unanimously approved, the Treasurer was directed to pay the general fund claims in the amount of \$94,471.05 as set forth in abstract #614.

## C. TVASNAC Report –Commissioner Seide

Commissioner Seide read the TVASNAC report.

## D. Public Safety – July 2013, August 2013

## 1. Police Report - Commissioner Arker

Commissioner Arker read the Police Activity Report into the minutes.

July

<u>ARRESTS:</u>	None
<u>SUMMONSES:</u>	2
<u>ACCIDENTS:</u>	None

7. Reports continued:CRIME REPORTS:

- On 7/3/a petit larceny was reported from an unlocked vehicle on Barberry Lane.

August

ARRESTS: NoneSUMMONSES: 2ACCIDENTS: NoneCRIME REPORTS:

## 2. Fire Report – Commissioner Mosery read the June Fire Report into the minutes

Automatic alarms	3
CO	1
Building	2 (same address)

E. Roads – Commissioner Esaian – Commissioner Esaian reported that he noted various addresses in the Village to the office that were in need of cutting back the shrubs or trees. Letters were sent out to the addresses reported.

## F. Building Permits

## 1. Permits Issued:

4230	Holzer	Wood Lane	pergola
4231	Grossman	Wood Lane	generator
4232	Grossman	Wood Lane	plumbing
4233	National Grid	Noye Lane	gas service installation
4234	Cusumano	Ivy Hill Road	remove brick,blacktop,patio & repair mold damage
4235	Gelman	Willow Road	bathroom
4236	Gelman	Willow Road	plumbing
4237	Yodowitz	Barberry Lane	boiler replacement
4238	Lampert	Willow Road	interior alterations
4239	Cusumano	Ivy Hill Road	storage container
4240	pending		
4241	Ziegler	Bay Drive	air conditioning

## 2. Certificates of Completion Issued:

4169	Livshits	Keene Lane	garage & driveway
4190	Livshits	Keene Lane	deck

9. Appointment of Building Inspector:

## A. Steve De Clue's Resignation as Building Inspector effective September 1, 2013

The Board accepted Steve De Clue's resignation as Building Inspector effective September 1, 2013.

B. Mayor Israel made a motion to accept Steve DeClue's notice to terminate his consulting agreement effective September 1, 2013.

9. Appointment of Building Inspector continued:

On motion made by Mayor Israel, seconded by Deputy Mayor Goffner and unanimously approved, the Consulting Agreement was terminated effective September 1, 2013.

C. On motion by Trustee Cayne, seconded by Trustee Mukamal and adopted unanimously, the Board authorized the Mayor to execute a Consulting Agreement with William Dougherty on the same terms and conditions as the terminated consulting agreement with Steve DeClue.

D. Mayor Israel appointed William Dougherty as Building Inspector, effective September 1, 2013, to serve without compensation. On motion by Trustee Mukamal seconded by, Deputy Mayor Goffner and adopted unanimously the appointment was approved.

Mayor Israel appointed Mike Ryder as Deputy Building Inspector, effective effective September 1, 2013, to serve without compensation. On motion by Trustee Mukamal, seconded by Trustee Cayne and adopted unanimously, the appointment was approved.

10. Village Street Sign Update

Mineola Signs	\$12,380
PV Signs	\$14,000
Sign Sale Service	\$13,380
Piil Fence	proposal not received
Walpole	Proposal not received

On motion by Deputy Mayor Goffner, seconded by Trustee Mukamal, and unanimously approved, the Board accepted the proposal from Mineola Signs and authorized the Village Clerk to move forward with awarding Mineola Signs the contract at a price of \$12,380.00

11. Village Website: Donation of website and domain

Resolution to accept acknowledgement of receipt as gift

Deputy Mayor Goffner recommended the following resolution:

## ACCEPTANCE OF DONATION OF DOMAIN NAME

RESOLVED, that the Board of Trustees hereby accepts an offer from Lee Israel to donate the Village all his rights, title and interest in and to the registered domain name "WOODSBURGHNY.COM", together with: (a) the right to utilize said domain name on a website to be maintained by the Village; (b) all currently existing content associated with said domain name; (c) any password(s) pertaining to the use of or access to said domain name or any email address associated with such domain name; (d) all email addresses associated with the said domain name; and € any copyright or other property rights held by the said Lee Israel in and to the said domain name and website or the content thereof; and it is further

RESOLVED, that the acceptance of this donation is expressly subject to the receipt by the Village of any and all written approvals from any person or entity responsible for issuance of the said domain name signifying approval of the change of ownership or transfer of domain name and email addresses, if required; and it is further

11. Village Website: Donation of website and domain continued:

RESOLVED, that the Deputy Mayor is authorized to execute on behalf of the Village any and all documents required by the issuer of the domain name to effectuate the transfer of the domain name and /or email addresses as provided herein.

On motion by Trustee Mukamal, seconded by Trustee Harman, and unanimously approved without the vote of Mayor Israel, the Board approved the foregoing resolution.

12. Website Design:      Tabled

Godaddy	\$1247.90 start up/ \$1247.90 /year they update
NYLI	\$1333.33 start up \$460 /year they update
EGOV	\$1275.00 (need a separate Company to Upload monthly data)

13. Next Meeting: October 28, 201314. New Business:

## A. Phone Notification Program

Blackboard Connect \$655 / year

On motion by Trustee Mukamal, seconded by Deputy Mayor Goffner, and unanimously approved, the Board accepted the Black Board Connect proposal and authorized the Mayor or his designee to execute the agreement on behalf of the Village.

## B. Tax Program

Williamson Law Book \$3400 first year  
\$600 Annual

SCA Inc. \$3800 first year  
\$600 Annual

On motion by Trustee Mukamal, seconded by Trustee Harman, and unanimously approved, the Board accepted the Tax Bill Program proposal submitted by SCA and instructed the Mayor or his designee to execute the contract on behalf of the Village.

## C. New Truck- Tabled

15. Executive Session:

At 9:04 p.m. on motion by Mayor Israel, seconded by Trustee Cayne, and unanimously approved, the Board convened into executive session for advice of counsel. At 9:20 p.m. the Board returned to regular session.

16. Adjournment:

As there was no further business, the meeting was adjourned at 9:20 p.m.

Michelle Blandino  
Village Clerk