

Minutes of the meeting of the Board of Trustees of the Incorporated Village of Hewlett Neck held on Tuesday, September 22, 2020 at 7:00p.m. via Zoom video conference. The meeting was held in compliance with Executive Orders issued by Governor Cuomo.

The meeting was held by Zoom with all Board members being able to participate at the same time and hear all other Board members. The public was provided with an opportunity to view the meeting live.

The meeting was recorded and shall remain available for public viewing on the Village website.

The public had a right to speak at this meeting, there were no participants from the public

1. Calling the meeting to order:

Mayor Epstein called the meeting to order at 7:01 p.m.

2. Mayor's Appointment of Deputy Mayor

Mayor Epstein appointed Steven Hochberg as Deputy Mayor

3. Roll call:

Via Zoom	Mayor	Ross Epstein
	Deputy Mayor	Steve Hochberg
	Trustee	Aron Schnell
	Trustee	Brett Cooper
	Trustee	Michael Levine- Signed on at 7:07
	Village Clerk	Michelle Blandino
	Village Attorney	Brian Stolar, Esq.

Excused

Treasurer	Schlomo Cohen
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4. Notice of Meeting–Nassau Herald:

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

5. Minutes –July 14, 2020,minutes and September 8, 2020 and September 14, 2020 special meeting minutes

On motion by Mayor Epstein, seconded by Deputy Mayor Hochberg, and unanimously approved, the Board dispensed with the reading of the July 14, 2020 meeting minutes and September 8 and 14, 2020 special meeting minutes as the Clerk had previously mailed such minutes and they are hereby approved.

- 6. A. Marcie Kalisher resignation as Member of Design Review Board
- B. Edward Valinsky resignation as Member of Design Review Board

The Board acknowledged the resignations above.

7. A. Appointments

The Mayor made the following appointments:

Village Clerk	2 year	Michelle Blandino
Treasurer	2 year	Moshe Blinder
Deputy Village Clerk	1 year	Karen Quintavalle
Deputy Village Treasurer	1 year	Dana Garraputa
Court Clerk	1 year	Karen Quintavalle
Deputy Court Clerk	1 year	Michelle Blandino
Clerk – Design Review Board	1 year	Dana Garraputa
Clerk- Board of Appeals	1 year	Dana Garraputa
Deputy Registrar	1 year	Karen Quintavalle
Chair – Board of Appeals	1 year	Allan Sexter
Member – Board of Appeals	5 years	Dr. Seth Paul
Alternate Member – Board of Appeals	1 year	Jill Cooper
Alternate Member – Board of Appeals	1 year	Jack Hollander
Alternate Member- Board of Appeals	1 year	Edward Vilinsky
Chair/ Member of Design Review	3 Years	Allan Sexter
Vice Chair/Member Design Review Board	3 years	Dr. Seth Paul
Member- Design Review Board	3 years	Michael Stauber
Member/Design Review Board	3 years	Adam Confino
Member/Design Review Board	3 years	Gregory Mariasch
Alternate Member Design Review Board	1 year	Jill Cooper
Alternate Member Design Review Board	1 year	Jack Hollander
Alternate Member Design Review Board	1 year	Edward Vilinski
Road Commissioner	1 year	Niev Ziarno

On motion by Mayor Epstein, seconded by Deputy Mayor Hochberg, the above appointments were unanimously approved.

B. Appointments to serve at the pleasure of the Mayor:

The Mayor made the following appointments:

Prosecuting Attorney	Mindy Roman
Deputy Village Prosecutor	Richard S Prisco
Building Inspector	Thomas Cardile, P.E.
Deputy Building Inspector	Steve Cherson
Plumbing Inspector	Joseph Montilli
Deputy Plumbing Inspector	Steve Cherson
Tree Commissioner	Vacant
Village Engineers	West Side Engineering Nelson Pope, P.C.
Historian	Bertram Kalisher
Electrical Inspectors	Alliance Electrical Inspections, Ltd

Certified Electrical Inspections, Inc.
Electrical Inspection Service Inc.
Electrical Inspectors Inc.
NYS Electrical Inspections, Inc.

Suffolk Bureau of Electrical Inspectors, Inc.

On motion by Mayor Epstein, seconded by Deputy Mayor Hochberg, the above appointments were unanimously approved.

8. Board appointment of Village Attorney and Special Council

Mayor Epstein appointed Brian S. Stolar as Village Attorney, and Meyer, Suozzi, English & Klein, PC, as special counsel,

On motion by Deputy Mayor Hochberg and seconded by Trustee Cooper, 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 his law firm designated by him 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 \$255 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 \$255 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.

9. Designations:

A. Bank Depositories

On motion by Deputy Mayor Hochberg, seconded by Mayor Epstein, 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:"

Capital One Bank – Regular Account
Capital One Bank – Payroll Account

Capital One Bank – Money Market
Capital One Bank – Trust Account
Capital One Bank – Village Justice
Capital One Bank – Bail Account

B. Signatures on Checks

On motion by Deputy Mayor Hochberg and seconded by Mayor Epstein, the Board unanimously approved the following resolution:

“That two (2) authorized signatures be required on all checks. The Treasurer and the Clerk shall be the two signatories and in the absence of either or both, the Mayor or any Trustee may sign in their absence”.

C. Official Newspaper: Nassau Herald

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

D. Village Auditor- Satty Levine, Ciacco, CPA

Deputy Mayor Hochberg made a motion to designate the firm of Satty, Levine, Ciacco, CPA the official auditors of the Village. The motion was seconded by Mayor Epstein and unanimously approved.

10. Annual Policies:

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

Renew Procurement Policy revised September 13, 2010
Renew Violence in the Workplace Policy adopted October 28, 2013
Renew Payment of Claims Policy
Renew Investment Policy
Renew Standard Workday Policy adopted October, 2014
Renew Sexual Harassment Policy adopted October 5, 2018

11. Nelson & Pope drainage improvement proposal: Tabled

12. Building Department Update:

A. Plumbing Inspector Consulting Agreement

On motion by Mayor Epstein, seconded by Trustee Levine and unanimously approved, the Board voted to renew the Plumbing Inspector’s consulting agreement to run from September 16, 2020 to July 5, 2021, at 12:00pm, and authorized the Mayor to sign a renewal agreement in the form as reviewed and approved by the Village Attorney.

B. Building Inspector Consulting Agreement

On motion by Mayor Epstein, seconded by Trustee Levine 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, compensation will be \$1560 per month , \$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.

C. Miscellaneous Property Updates- ie; 930 Madison Ave, 260 Hewlett Neck Road, 187 Hewlett Neck Road, 190 Priscilla Road, etc.

The Mayor Updated the Board

D. Construction on Saturdays

The Board discussed

E. Fallen Trees within the Village

The Board discussed and authorized the Village Attorney to draft a proposed Local Law to be reviewed at the next meeting

F. Permit Extensions During Covid Shutdown

On motion by Mayor Epstein, seconded by Trustee Levine and unanimously carried, the Board voted to extend the expiration date of building permits issued and expired during Covid for an additional 120 days.

13. Employees/Officials

Adoption of Standard Workday Policy for Laborer

Mayor Epstein made motion to accept the following resolution:

Whereas, New York State Employees' Retirement System Rule 315.4 requires reporting to the Retirement System, on a form prepared by the State Retirement System, with respect to work days for certain elected, appointed officials, and employees who are members of the Retirement System and who are being reported for service credit and for whom the Village does not maintain time records; and

Whereas, Rule 315.4(b) requires that the Board of Trustees adopt a resolution establishing a standard work day for each such elected, appointed office or position if the holder of that office or position is a member of the Retirement System for whom service credit is being reported;

Now, therefore, it is

2020/2021 to Borg & Borg Insurance at a cost of \$11,225.00, Crime Policy for \$395.00 and 1/3 share of to Hewlett Bay Park for Cyber Insurance for \$536.15 for Woodsburgh share.

20. Proposed Local Laws.

The Board discussed.

21. Delinquent Village Taxes:

The Village Clerk reported to the Board, delinquent taxes from 2019/20 and 2020/21 tax year. Mayor Epstein instructed the Clerk to send out letters to residents whose Village taxes are delinquent

23. Crown Castle Update:

Village Attorney, Brian Stolar reported to the Board that the Crown Castle application to the Village has been withdrawn without prejudice.

24. Woodmere Country Club Update:

Village Attorney Brian Stolar updated the Board

8. Reports:

A. Public Safety – June, July , August2020

1. Police Activity Report

June	Arrests	0
	Crime Reports	2
July	Arrests	0
	Crime Reports	0
August	Arrests	0
	Crime Reports	3

B. Treasurer’s Report – June, July, August2020

Cash status June 2020

Bank balances Reg., Pay., M.M.

As of 6/1/20 \$562,299.30

Plus Receipts

Real- Property Taxes	59,637.36
Non Property Taxes	156.37
Departmental Income	450.00
Licenses and Permits	3,375.00

	2721		
State Aide	3,446.94		
			<u>67,065.67</u>
			\$629,364.97
<u>Less Disbursements</u>			
General Government Support	10,410.93		
Judicial	250.00		
Public Safety	7,880.00		
Transportation	3,198.77		
Home & Community	3,783.50		
Employee Benefit	<u>964.80</u>		
			<u>26,488.00</u>
			602,876.97
<u>Proof Bank Balances:</u>			
Capital One – Regular	25,518.61		
Capital One – Payroll	9,216.10		
Capital One – Money Market	<u>568,142.26</u>		
	602,876.97		
Cash status	July 2020		
Bank balances	Reg., Pay., M.M.		
As of 7/1/20			\$602,876.97
<u>Plus Receipts</u>			
Real- Property Taxes	176,247.29		
Non Property Taxes	8.84		
Departmental Income	300.00		
Licenses and Permits	3,475.00		
Fines & Forfeitures	535.00		
			<u>180,566.13</u>
			\$783,443.10
<u>Less Disbursements</u>			
General Government Support	11,887.16		
Judicial	250.00		
Public Safety	1,400.00		
Transportation	2,192.78		
Employee Benefit	<u>6,962.67</u>		
			<u>22,692.61</u>
			760,750.49
<u>Proof Bank Balances:</u>			
Capital One – Regular	19,233.17		
Capital One – Payroll	7,127.77		
Capital One – Money Market	<u>734,389.55</u>		
	760,750.49		
Cash status	August 2020		
Bank balances	Reg., Pay., M.M.		

2722

As of 8/1/20		\$760,750.49
<u>Plus Receipts</u>		
Non Property Taxes	3,076.00	
Departmental Income	150.00	
Licenses and Permits	2,050.00	
		<u>5,276.00</u>
		\$766,029.49
<u>Less Disbursements</u>		
General Government Support	9,300.88	
Judicial	250.00	
Public Safety	6,480.00	
Transportation	1,219.20	
Home & Community	1,700.00	
Employee Benefit	<u>-6.60</u>	<u>18,943.78</u>
		747,082.71
<u>Proof Bank Balances:</u>		
Capital One – Regular	12,492.26	
Capital One – Payroll	10,200.90	
Capital One – Money Market	<u>724,389.55</u>	
	747,082.71	

1. Audit of Claims

The Board discussed Abstract #664. On motion duly made by Mayor Epstein, seconded by Deputy Mayor Hochberg, and unanimously approved, the Board authorized and directed the Village Treasurer to pay the general fund claims in the amount of \$70,913.11 as set forth in abstract #664. After confirmation that the items in such abstract represented the purchase of goods and services actually received and/or performed and that each item contained in such abstract was for a proper Village purpose.

9. New Business:

None

10. Next Meeting: September 30, 2020 at 7 PM

11. Adjournment:

As there was no further business the meeting was adjourned 8:04 P.M.

Village Clerk
Michelle Blandino