

Minutes of the regular meeting and Public Hearing of the Board of Trustees and Appointed Officers of the Incorporated Village of Hewlett Bay Park held on Monday, July 26, 2021 at 5:30 p.m. at Village Hall, 30 Piermont Avenue, Hewlett, New York.

1. Calling the Meeting to Order:

Mayor Kaufman called the meeting to order at 5:34 PM

A. Mayor's Appointment of Deputy Mayor

Mayor Kaufman appointed Alex Salomon as Deputy Mayor.

2. Roll Call:

|          |                    |                   |
|----------|--------------------|-------------------|
| Present- | Mayor              | Steven Kaufman    |
|          | Deputy Mayor       | Alex Salomon      |
|          | Trustee            | Gail Rubel        |
|          | Trustee            | Jay Levy          |
|          | Village Clerk      | Michelle Blandino |
|          | Village Attorney   | Brian Stolar      |
|          | <u>Excused-</u>    |                   |
|          | Treasurer          | Shari Salomon     |
|          | Building Inspector | Steve Cherson     |
|          | Trustee            | Antonio Oliviero  |

3. Notice of Meeting – Nassau Herald:

The Clerk reported that notice of the public 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.

4. Minutes –Meeting Minutes of June 4, 2021, and special meeting minutes of June 28, 2021

On motion by Mayor Kaufman, seconded by Trustee Levy, and approved unanimously the Board dispensed with the reading of the minutes of June 4, and special meeting minutes of June 28, 2021 as the Clerk had previously mailed such minutes and they are hereby approved.

5. Public Hearing for Local Law HBP-2102 – A local law to amend Chapter 53 of the Code of the Village of Hewlett Bay Park in relation to requirements for landscape and lighting plans

A. Open Hearing- The Mayor opened the Public Hearing

- B. Notice of Hearing Clerk Blandino reported that notice of this evening's public hearing appeared in the Nassau Herald and was posted on the bulletin board outside Village Hall, and in the lobby of Village Hall
- C. Affidavits- Clerk Blandino reported that notice of publication and posting were received and are filed in the Clerk's office
- D. Appearances- There was no one appearing before the Board
- E. Mayor Kaufman closed the hearing. On motion by Trustee Rubel seconded by Mayor Kaufman and unanimously approved, the Board adopts the following resolution:

RESOLVED, that the Board hereby finds and concludes that \

(a) Proposed Law HBP 2102 is an Unlisted Action under the State Environmental Quality Review Act and its regulations;

(b) the Board is the lead agency with respect to environmental review of this proposed action;

(c) the Board has considered the following factors in respect to its review of the environmental impacts of the proposed action:

(i) whether the proposed action would result in any substantial adverse change in existing air quality, ground or surface water quality or quantity, traffic or noise levels, nor any substantial increase in solid waste production, nor create a substantial increase in the potential for erosion, flooding, leaching or drainage problems;

(ii) whether the proposed action would result in the removal or destruction of large quantities of vegetation or fauna, substantial interference with the movement of any resident or migratory fish or wildlife species, impacts on a significant habitat area, substantial adverse impacts on a threatened or endangered species of animal or plant, or the habitat of such a species, or other significant adverse impacts to natural resources;

(iii) whether the proposed action would impair the environmental characteristics of any Critical Environmental Area;

(iv) whether the proposed action would conflict with the community's current plans or goals as official approved or adopted;

(v) whether the proposed action would impair the character or quality of important historical, archeological, architectural or aesthetic resources or of existing community or neighborhood character;

(vi) whether the proposed action would result in a major change in the use of either the quantity or type of energy;

(vii) whether the proposed action would create a hazard to human health;

(viii) whether the proposed action would create a substantial change in the use, or intensity of use, of land, including agricultural, open space or recreational resources, or in its capacity to support existing uses;

(ix) whether the proposed action would encourage or attract large numbers of persons to any place for more than a few days, compared to the number who would come to such place without such action;

(x) whether the proposed action would create changes in two or more elements of the environment, no one of which would have a significant impact on the environment, but when taken considered together would result in a substantial adverse impact on the environment;

(xi) whether the proposed action would create substantial adverse impacts when considered cumulatively with any other actions, proposed or in process;

- (xii) whether the proposed action would result in substantial adverse impact with respect to any relevant environmental consideration, including noise, aesthetics, traffic, air quality, water quality or adequacy of water supply, drainage, soil conditions, or quality of life in the community in general and the immediate neighborhood in particular;
- (d) the proposed action, would not have a significant adverse environmental impact, as that impact is considered under SEQRA; and
- (e) no further environmental review is required with respect to the proposed action, and it is further

RESOLVED, that the Board adopts Proposed Bill HBP 2102 as Local Law HBP-2-2021, and directs the Village Clerk to file Local Law HBP-2-2021 with the New York Secretary of State and take all actions required by law.

6. Public Hearing for Local Law HBP 2103- A local law to amend Chapter 53 of the Code of the Village of Hewlett Bay Park to provide for construction site maintenance requirements

- A. Open Hearing- The Mayor opened the Public Hearing
- B. Notice of Hearing Clerk Blandino reported that notice of this evening's public hearing appeared in the Nassau Herald and was posted on the bulletin board outside Village Hall, and in the lobby of Village Hall
- C. Affidavits- Clerk Blandino reported that notice of publication and posting were received and are filed in the Clerk's office
- D. Appearances- There was no one appearing before the Board
- E. Mayor Kaufman closed the hearing. On motion by Trustee Rubel seconded by Mayor Kaufman and unanimously approved, the Board adopts the following resolution:

RESOLVED, that the Board hereby finds and concludes that \

- (a) Proposed Law HBP 2103 is an Unlisted Action under the State Environmental Quality Review Act and its regulations;
- (b) the Board is the lead agency with respect to environmental review of this proposed action;
- (c) the Board has considered the following factors in respect to its review of the environmental impacts of the proposed action:
  - (i) whether the proposed action would result in any substantial adverse change in existing air quality, ground or surface water quality or quantity, traffic or noise levels, nor any substantial increase in solid waste production, nor create a substantial increase in the potential for erosion, flooding, leaching or drainage problems;
  - (ii) whether the proposed action would result in the removal or destruction of large quantities of vegetation or fauna, substantial interference with the movement of any resident or migratory fish or wildlife species, impacts on a significant habitat area, substantial adverse impacts on a threatened or endangered species of animal or plant, or the habitat of such a species, or other significant adverse impacts to natural resources;
  - (iii) whether the proposed action would impair the environmental characteristics of any Critical Environmental Area;

- (iv) whether the proposed action would conflict with the community's current plans or goals as official approved or adopted;
- (v) whether the proposed action would impair the character or quality of important historical, archeological, architectural or aesthetic resources or of existing community or neighborhood character;
- (vi) whether the proposed action would result in a major change in the use of either the quantity or type of energy;
- (vii) whether the proposed action would create a hazard to human health;
- (viii) whether the proposed action would create a substantial change in the use, or intensity of use, of land, including agricultural, open space or recreational resources, or in its capacity to support existing uses;
- (ix) whether the proposed action would encourage or attract large numbers of persons to any place for more than a few days, compared to the number who would come to such place without such action;
- (x) whether the proposed action would create changes in two or more elements of the environment, no one of which would have a significant impact on the environment, but when taken considered together would result in a substantial adverse impact on the environment;
- (xi) whether the proposed action would create substantial adverse impacts when considered cumulatively with any other actions, proposed or in process;
- (xii) whether the proposed action would result in substantial adverse impact with respect to any relevant environmental consideration, including noise, aesthetics, traffic, air quality, water quality or adequacy of water supply, drainage, soil conditions, or quality of life in the community in general and the immediate neighborhood in particular;
- (d) the proposed action, would not have a significant adverse environmental impact, as that impact is considered under SEQRA; and
- (e) no further environmental review is required with respect to the proposed action, and it is further

RESOLVED, that the Board adopts Proposed Bill HBP 2103 as Local Law HBP-3-2021, and directs the Village Clerk to file Local Law HBP-3-2021 with the New York Secretary of State and take all actions required by law.

## 7. Building Department Correspondence

- A. Email received on 5/5/2021 from Ron Beitler requesting the No Parking Sign located in front of his property to be moved further towards the southern edge of his property

On motion by Mayor Kaufman, seconded by Trustee Rubel and unanimously carried, the Board directed the Village Clerk to have the roadman move the sign south towards the property line to a better visible location.

- B. Letter received from Young Israel of Hewlett on 7/15/2021 requesting permission to use HALB/SKA for the high holidays, Rosh Hashanah and Yom Kippur for 2021.

On motion by Mayor Kaufman, seconded by Trustee Rubel, and unanimously agreed the Board voted to hold a public hearing on August 23, 2021 for Young Israel of Hewlett for a Special Use Permit for the high holidays, Rosh Hashanah

and Yom Kippur, on the condition that a properly completed application is timely filed with the Village to provide for time for statutory notice.

8. Speed Bumps – The Mayor and Board directed the Clerk to defer to the Village Engineer for the purchase and placement of two speed bumps.

9. Parking on Village Streets and No parking signs

A. Parking on Village Streets

On motion duly made by Mayor Kaufman, seconded by Trustee Rubel, and adopted unanimously, the Board adopted the following resolution:

**RESOLVED**, that Sections 138-46 of the Village Code, entitled “Schedule XII: Parking Prohibited at All Times.”, be amended, to read:

In accordance with the provisions of §138-17, no person shall park a vehicle at any time upon any street in the Village, except as follows:

| <u>Name of Street</u> | <u>Direction</u> | <u>Hours</u>                   | <u>Location</u>                           |
|-----------------------|------------------|--------------------------------|-------------------------------------------|
| Everit Avenue         | Both             | 8:15am-8:35am<br>2:20pm-3:15pm | From Village Gate to<br>Meadowview Avenue |
| Meadowview Avenue     | East             | 7:50am-8:30am<br>2:50pm-3:30pm | From Piermont Avenue to Everit<br>Avenue  |

and be it further

**RESOLVED**, that Section 138-49 of the Village Code, entitled “Schedule XV: Parking During Prohibited Hours.”, be amended, to read:

In accordance with the provisions of §138-20, persons may park a vehicle in accordance with section 138-46, and be it further

RESOLVED, that the Department of Public Works be and hereby is directed and authorized to post suitable signs to reflect the regulation contained herein; and be it further

**RESOLVED**, that the regulations contained herein shall take effect immediately upon posting of signs providing for such regulation.

- B. No Parking Signs- The Board directed the Clerk to have the Roadman replace any No Parking Signs that need replacement.

10. Village Treasurer Duties Tabled

11. Insurance renewals all policies Borg & Borg Insurance

On motion by Mayor Kaufman, seconded by Trustee Oliviero, and unanimously approved, the Board approved the renewal of the Village insurance policies for

2021/2022 to Borg & Borg Insurance at a cost of \$25,142.82.00 for all policies, \$380.00 for Crime Policy.

12. Health Insurance Employee Contribution for Single Plan

On motion by Mayor Kaufman, seconded by Trustee Oliviero, and unanimously approved, the Board determined that the Village shall pay for health insurance benefits for its employees hired after June 15, 2021, on the following conditions and terms:

Subject to the rules and regulations of the New York State Government Health Insurance Program, applicable to Village employees whose initial hire date is June 15, 2021 or after, who are eligible to participate in the New York State Government Health Insurance Program, and elect to do so, the Village will contribute 65% of the cost of dependent coverage and 75% of the cost of individual coverage.

Mayor's Appointments for terms indicated, subject to Board Approval

|                                 |                   |         |
|---------------------------------|-------------------|---------|
| Deputy Village Clerk            | Karen Quintavalle | 1 year  |
| Deputy Village Treasurer        | Dana Garraputa    | 1 year  |
| Court Clerk                     | Karen Quintavalle | 1 year  |
| Deputy Court Clerk              | Dana Garraputa    | 1 year  |
| Registrar                       | Michelle Blandino | 4 year  |
| Deputy Registrar                | Karen Quintavalle | 1 year  |
| Clerk – Board of Appeals        | Dana Garraputa    | 1 year  |
| Chair - Board of Appeals        | Leonard Schiffman | 1 year  |
| Member- Board of Appeals        | Richard Rubel     | 5 years |
| Member Board of Appeals         | Vacant            | 5 years |
| Member Board of Appeals         | Vacant            | 5 years |
| Alt Member – Board of Appeals   | Vacant            | 1 year  |
| Alt Member – Board of Appeals   | Vacant            | 1 year  |
| Clerk – Design Review Board     | Dana Garraputa    | 1 year  |
| Chair- Design Review Board      | Brenda Feldman    | 1 year  |
| Vice Chair- Design Review Board | Mary Lee Morris   | 1 year  |
| Member – Design Review Board    | Laurie Austin     | 3 years |
| Member Design Review Board      | Vacant            | 3 years |

On motion by Mayor Kaufman seconded by Trustee Rubel, the above appointments were unanimously approved.

B. Appointments to serve- at the Pleasure of the Mayor

|                              |                      |         |
|------------------------------|----------------------|---------|
| Chair Willow Pond Commission | Dorothy Modlin       | 1 year  |
| Member- Willow Pond          | Mary Lee Morris      | 5 years |
| Member Willow Pond           | Dr. Antonio Oliviero | 5 years |
| Member Willow Pond           | Vacant               | 5 years |
| Budget Officer               | Alex Salomon         |         |
| Code Enforcement Officer     | Steven Cherson       |         |

Deputy Building Inspector  
Plumbing Inspector  
Deputy Plumbing Inspector  
Building Department Liaison  
Police Commissioner  
Associate Village Justice  
Village Prosecutor

Dennis Fromigia  
Steven Cherson  
Joseph Montilli  
Steven Kaufman  
Alex Salomon.  
Kristen Clodfelter  
Mindy Roman, Esq

Village Engineer

West Side Engineers, P.C.  
Nelson & Pope Engineers

Electrical Inspectors

Electrical Inspectors Inc.  
Certified Electrical Inspections, Inc.  
Electrical Inspection Service, Inc.  
Alliance Electrical Inspections, Ltd  
Suffolk Bureau of Electrical Inspectors  
NYS Electrical Inspectors, Inc.

On motion by Mayor Kaufman seconded by Trustee Rubel, the above appointments were unanimously approved.

13. Mayor's Appointment to serve at the pleasure of the Mayor:

A. A. Thomas Levin and Brian S. Stolar as Village Attorneys

Mayor Kaufman appointed A. Thomas Levin and Brian S. Stolar as Village Attorneys

On motion by Trustee Rubel and seconded by Deputy Mayor Salomon, 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 A. THOMAS LEVIN and BRIAN S. STOLAR as Village Attorneys to serve at the pleasure of the Mayor, and it is further

RESOLVED, that the compensation for the services of the Village Attorneys 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 \$280 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 \$280 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.

14. Designations:

B. Bank Depositories

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 – Acting Village Justice  
Capital One Bank – Bail Account

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

C. Signatures on Checks

D. Official Newspaper – Nassau Herald

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

E. Village Auditor- Satty, Levine, Ciacco, CPA

Mayor Kaufman 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 May 20, 2021. The motion was seconded by Trustee Rubel and unanimously approved.

Annual Policies:

The Board reviewed various policies. Upon such discussion, on motion duly made by Mayor Kaufman, seconded by Trustee Rubel, and adopted unanimously, the Board adopted the following policies, which policies are set forth in full at the end of these minutes:

Procurement Policy  
Violence in the Workplace Policy  
Payment of Claims Policy  
Investment Policy  
Standard Workday Policy  
Sexual Harassment Policy  
Disaster Recovery Policy

### Business Continuity & Disaster Recovery

Recognizing that the information produced and used as part of Village business is a critical asset of the Village, a Business Continuity and Disaster Recovery policy is hereby established and includes:

- The requirement that all information on the system be moved to, and stored in, a secure off-site location each business day as part of a service contract by an independent contractor.
- The service contract should also provide for the contractor's ability to restore any information requested by the Village within a 24-hour period.
- The requirement that the System Administrator establish a secure operating environment by implementing and operating the requisite firewalls, virus protections, intruder detection and other capabilities to ensure secure, continued operation of the Village's IT resources.

### 15. Set Public hearing for Verizon Franchise Renewal

On motion by Mayor Kaufman, seconded by Deputy Mayor Salomon and unanimously carried, the Board voted to schedule a public hearing on August 23, 2021 at 5:30pm for the Verizon Franchise Renewal.

### 16. Reports:

#### A.

#### 1. Police Report –June 2021

|      |         |    |
|------|---------|----|
| June | Arrests | 0  |
|      | Movers: | 24 |
|      | Parkers | 0  |
|      | Crime   | 2  |

#### B. Treasurer's Report –June 2021

#### Cash Status – June 2021

Bank Balances - Reg., Pay. M.M.,  
as of 6/1/2021

757,397.38

#### Plus – Receipts:

|                             |           |
|-----------------------------|-----------|
| Real Property Taxes         | 4,949.44  |
| Non-Property Taxes          | 2.48      |
| Departmental Income         | 475.00    |
| Use of Money and Property   | 1,825.00  |
| Licenses and Permits        | 5,364.98  |
| Fines and Forfeitures       | 3,137.00  |
| Sale of Property/Other Comp | 500.00    |
| State Aid                   | 11,575.50 |

27,829.40

785,682.16

#### Less - Disbursements:

|                             |                 |                   |
|-----------------------------|-----------------|-------------------|
| General Gov't Support       | 52,798.76       |                   |
| Public Safety               | 8,530.00        |                   |
| Transportation              | 1,977.89        |                   |
| Culture and Recreation      | 214.32          |                   |
| Home and Community Services | 2,520.68        |                   |
| Employee Benefits           | <u>9,640.51</u> | <u>-75,682.16</u> |
|                             |                 | 709,544.62        |

Proof – Bank Balances:

|                    |                   |
|--------------------|-------------------|
| Capital One – Reg  | 13,543.44         |
| Capital One – Pay  | 7,706.21          |
| Capital One – M.M. | <u>688,294.97</u> |
|                    | 709,544.62        |

1. Audit of Claims

The Board discussed the claims. Upon 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 Deputy Mayor Salomon, seconded by Mayor Kaufman, and adopted unanimously, the Board authorized and directed the Village Treasurer to review and pay the general fund claims in the total sum of \$112,091.16 set forth in abstract #705 (copy of the abstract is on file in the Village office).

- 17. New Business: None
- 18. Next Meeting: August 23, 2021 at 5:30 PM
- 19. Adjournment:

There being no further business the meeting was adjourned at 6:55 PM.

Michelle Blandino  
Village Clerk