

Minutes of the meeting of the Board of Trustees of the Incorporated Village of Hewlett Bay Park held on Monday, July 28, 2025, at 5:30 PM at Village Hall, 30 Piermont Avenue, Hewlett New York 11557.

1. Calling the Meeting to Order:

Mayor Oliviero called the meeting to order at 5:32 PM

A. Mayor Oliviero appointed Renee Zylberberg as Deputy Mayor

2. Roll Call:

Present- -

Mayor	Antonio Oliviero
Deputy Mayor	Renee Zylberberg- Arrived at 5:50PM
Trustee	Steven Wilkowski
Trustee	Michael Davidov

Village Attorney	Brian Stolar
Village Clerk	Michelle Blandino

Excused- Trustee	Josh Blisko
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3. Notice of Meeting – Nassau Herald:

The Village Clerk reported that notice of the public meeting was emailed to the Nassau Herald, posted on the bulletin board outside of Village Hall and in the lobby of Village Hall and posted on the Village website.

4. Minutes- Minutes of the Meeting on June 23, 2025

On motion by Mayor Oliviero, seconded by Trustee Davidov, and approved unanimously the Board dispensed with the reading of the June 23, 2025 minutes as the Clerk had previously mailed such minutes and they are hereby approved.

5. Continued Public Hearing Proposed Bill HBP-25-03 – A law to amend Section 146-9.4 of the Code of the Village of Hewlett Bay Park regarding Piers

On motion by Mayor Oliviero, seconded by Trustee Davidov and unanimously carried, the Board voted to close the hearing.

6. Public Hearing Proposed Bill HBP 25-04A - A local law to provide regulations relative to driveway requirements

On motion by Mayor Oliviero, seconded by Trustee Davidov and unanimously carried, the Board voted to close the hearing

7. Proposed Bill HBP-25-06 - A local law to amend regulations relating to lot coverage requirements

On motion by Mayor Oliviero, seconded by Trustee Davidov and unanimously carried, the Board voted to close the hearing.

8. Proposed - HBP Bill 25-03A A local law to amend Section 146-9.4 of the Code of the Village of Hewlett Bay Park regarding Piers

On motion by Mayor Oliviero, seconded by Trustee Davidov and unanimously approved, the Board voted to hold a Public Hearing on August 25, 2025, at 5:30 pm, with respect to Proposed Bill HBP 25-03A, and directed the publication of the required legal notice.

9. Proposed Bill HBP-25-05E - A local law to amend Section 146-9 (c)(6) of the Code of the Village of Hewlett Bay Park regarding fences

On motion by Mayor Oliviero, seconded by Trustee Davidov and unanimously approved, the Board voted to hold a Public Hearing on August 25, 2025, at 5:30 pm, with respect to Proposed Bill HBP 25-05E, and directed the publication of the required legal notice.

10. Proposed Bill - HBP Bill 25-06A A local law to amend the regulations relating to lot coverage requirements

On motion by Mayor Oliviero, seconded by Trustee Davidov and unanimously approved, the Board voted to hold a Public Hearing on August 25, 2025, at 5:30 pm, with respect to Proposed Bill HBP 25-06A, and directed the publication of the required legal notice.

11. Proposed Speed Hump on Piermont Between Village Hall and Cedar Avenue

On motion by Mayor Oliviero, seconded by Trustee Davidov an unanimously carried, the Board approved to have a speed hump installed on Piermont Avenue between Village Hall and Cedar Avenue as recommended by Village Engineers Nelson Pope.

12. Air Conditioner Village Hall

On motion by Mayor Olivero, seconded by Trusteed Davidov and unanimously carried, the Board voted to accept the proposal received from OSI to install a 7.5 ton Trane 3 Phase condenser and handler at a price not to exceed \$22,950 to be split between Village of Hewlett Neck and Village of Woodsburgh.

13. Appointments

A. 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
Deputy Registrar	Karen Quintavalle	1 year

Clerk – Board of Appeals	Dana Garraputa	1 year
Clerk Design Review Board	Dana Garraputa	1 year
Chair - Board of Appeals	Leonard Schiffman	1 year
Member – Board of Appeals	Leonard Schiffman	5 years
Alt Member – Board of Appeals	Elizabeth Birnbaum	1 year
Alt Member – Board of Appeals	Meredith King	1 year
Member – Design Review Board	Yael Anhalt	3 years
Code Enforcement Officers	Andre Baker	1 year
	Alsaid Elnoor	1 year
	Gary Frame	1 year
	Dan Gonzalez	1 year
	Eric Mcgrane	1 year
	Jose Hernandez	1 year
	Pat Kulendran	1 year
	Steven Wresch	1 year

On motion by Trustee Wilkowski, seconded by Trustee Davidov, the above appointments were unanimously approved.

B. Appointments to serve at the Pleasure of the Mayor

Budget Officer	Antonio Oliviero
Building Inspector/Code Enforcement Officer	Dennis Fromigia
Plumbing Inspector	Dennis Fromigia
Police Liaison	Leonard Schiffman.
Police Liaison	Antonio Oliviero
Public Works Commissioner	Craig Steinberg
Director Social Media	Elizabeth Birnbaum
Associate Village Justice	Michael Farbenblum
Village Prosecutor	Michael Beer
Members Security Committee	Leonard Schiffman Richard Grobman Craig Steinberg Karen Katz Stuart Braunstein David Pilchick Martin Berman
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 Trustee Wilkowski, seconded by Trustee Davidov, the above appointments were unanimously approved.

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

Law firm: Harris Beach Murtha Cullina PLLC  
Brian S. Stolar as Village Attorneys

On motion by Mayor Oliviero and seconded by Trustee Davidov, the Board approved the Mayor's appointment and 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 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 \$295 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 Beach Harris PLLC. as special counsel to the Village for non-retainer legal services (including litigation) as may be required, the services of such special counsel to be compensated at the rate of \$320 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, and it is further

RESOLVED, that the Mayor is authorized to execute the retainer agreement providing for such services

15.

Designations:

On motion by Mayor Oliviero, seconded by Trustee Davidov 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:”

A. Bank Depositories

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

B. Signatures on Checks

Payment of Claims Policy

RESOLVED, that two (2) signatures shall be required on all checks. The Mayor, or in the Mayor’s absence the Deputy Mayor, and the Treasurer, or in the Treasurer’s absence the Deputy Treasurer, shall be the two (2) signatories, and be if further

RESOLVED, that the policy established by this resolution shall be reviewed at each ensuing organizational meeting of the Board of Trustees and shall remain in effect until amended by resolution of the Board of Trustees at any duly convened meeting of the Board of Trustees.

C. Official Newspaper – Nassau Herald

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

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

Mayor Oliviero 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 7, 2025. The motion was seconded by Trustee Davidov and unanimously approved.

E. Annual Policies:

Payment of Claims Policy Adopted 5/16/11  
Procurement Policy Revised 1/26/2021  
Violence in the Workplace Policy Adopted 10/21/13  
Investment Policy  
Sexual Harassment Policy Adopted 10/10/18  
Disaster Recovery Plan – Adopted 7/26/2021  
Fund Balance Policy- Adopted 6/20/2022

Each of the aforesaid policies was readopted, on motion by Mayor Oliviero, seconded by Trustee Davidov and adopted unanimously:

16. Reports:

A Public Safety

1. Police Report –June 2025

June	Arrests:	0
	Movers:	10
	Parkers	0
	Crime	0
	Aided Case	0
	Larceny	0
	Burglary	0

B Treasurer’s Report –June 2025

Cash Status – June 2025

Bank Balances - Reg., Pay. M.M.,  
as of 06/01/2025

684,657.08

Plus – Receipts:

Real Property Tax Items	1,464.38
Non Property Taxes	1,257.98
Departmental Income	4,160.00
Use of Money and Property	6,601.95
Licenses and Permits	8,400.00
Fines and Forfeitures	422.00

22,306.31

706,963.39

Less - Disbursements:

General Gov’t Support	53,399.08
Public Safety	18,923.69
Transportation	8,624.85
Culture Recreation	1,553.96
Employee Benefits	1,727.84
Home and Community Services	684.29

-84,913.71

622,049.68

Trust Acct- Road Deposits 15,000.00

15,000.00

637,049.68

Proof – Bank Balances:

Flag Star Bank – Reg	29,582.66
Flag Star Bank – Pay	1,067.63
Flag Star Bank – M.M.	461,399.39
Flag Star Bank Trust	<u>145,000.00</u>
	637,049.68

1. Audit of Claims

The Board discussed the claims. Upon confirmation from the Board 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 Mayor Oliviero, seconded by Deputy Mayor Zylberberg, and adopted unanimously, the Board authorized and directed the Village Treasurer pay the general fund claims in the total sum of \$66,593.08 set forth in abstract #752 (copy of the abstract is on file in the Village office).

17. Building Department

A. Permits Issued: June 18, 2025- July 22, 2025

- |                |                    |                |
|----------------|--------------------|----------------|
| a. HBP-2025038 | Meadowview Ave     | Street Opening |
| b. HBP-2025039 | 223 Woodside Drive | HVAC           |
| c. HBP-2025040 | Everit Ave         | Street Opening |

B. Permits Completed:

- |                |               |           |
|----------------|---------------|-----------|
| a. HBP-2025036 | 240 Cedar Ave | Generator |
| b. HBP-2025037 | 240 Cedar Ave | Gas       |

C. Stop Work Order Issued:

- a. None

18. New Business/ Public Comment:

A. Code Enforcement

On motion by Mayor Oliviero, seconded by Deputy Mayor Zylberberg and unanimously approved, the Board authorized the Mayor to sign the Blue Line Security contract, as approved by the Village Attorney, for Code Enforcement for parking, landscaping and construction on weekends for 6 hours per weekend to be shared with Village of Hewlett Neck and Village of Woodsburgh

19. Next Meeting: August 25, 2025 5:30 PM

20. Adjournment:

There being no further business the meeting was adjourned at 6:22PM.

Michelle Blandino  
Village Clerk