The **Annual Meeting** of the Board of Trustees of the Village of Port Washington North was held on Tuesday, **April 3, 2013** at 7:30pm at 71 Old Shore Road, Port Washington, New York.

Present:	Mayor	-	Robert S. Weitzner
	Trustees	-	Steven Cohen
		-	Michael Malatino
		-	Sherman Scheff
		-	Michael Schenkler
	Clerk	-	Palma Torrisi
	Attorney	-	Stuart Besen
	Stenographer	-	Joanne Horrocks

A. Annual Meeting

1. Nassau County Legislator Wayne Wink administered the Oath of Office to Mayor-Elect Robert Weitzner.

2. Mayor Weitzner administered the Oath of Office to Trustees-Elect Michael Schenkler and Sherman Scheff.

3. On motion of Trustee Malatino, seconded by Trustee Cohen, it was RESOLVED that Mayor Weitzner's appointment of Michael Schenkler as Deputy Mayor for one official year, said term to expire April 2014 be approved.

Vote was recorded as follows: Trustee Cohen-aye, Trustee Malatino-aye, Trustee Scheff-aye, Trustee Schenkler-abstains, Mayor Weitzner-aye. Motion carried.

4. On motion of Trustee Malatino, seconded by Trustee Scheff, it was unanimously **RESOLVED** that the following appointments made by Mayor Weitzner for a term of two official years, terms to expire April 2015, be approved:

a. Palma Torrisi as Village Clerk
b. Linda Kropacek as Deputy Village Clerk
c. Mary Jo Bella as Treasurer.

5. On motion of Trustee Malatino, seconded by Trustee Scheff, it was unanimously **RESOLVED** that the following appointments made by Mayor Weitzner for a term of one official year, term to expire April 2014, be approved:

a. Palma Torrisi as Assessor
b. Palma Torrisi as Receiver of Taxes
c. Mary Jo Bella as Budget Officer
d. Robert Barbach as Building Inspector
e. Fred Lauria as Deputy Building Inspector
f. Ronald Novinski as Superintendent of Public Works
g. Stephen Kaplan as Emergency Manager
h. Alex Moschos as Deputy Emergency Manager
i. Matthew Kepke as Communications Commissioner
j. Howard Roth as Beautification Commissioner
k. George Williams as Landmark Preservation Commissioner
l. Steven Kaplan as Traffic Safety Commissioner
m. Alex Moschos as Planning Board Chair
n. Stephen Hazelkorn as Board of Appeals Chair
o. Howard Krebs as Acting Village Justice
p. Alan Nelson as Village Special Prosecutor
q. Linda Kropacek as Clerk to the Village Justice.

6. On motion of Trustee Schenkler, seconded by Trustee Cohen, it was unanimously
RESOLVED that Mayor Weitzner's appointment of Scott Baxter for a term of seven years, term to expire April 2020, as a member of the **Planning Board** is approved.

7. On motion of Trustee Scheff, seconded by Trustee Malatino, it was unanimously

RESOLVED that Mayor Weitzner's appointment of Richard Gallucci for a term of five years, term to expire April 2018, as a member of the **Board of Appeals** is approved.

8. On motion of Trustee Schenkler, seconded by Trustee Scheff, it was unanimously
RESOLVED, that pursuant to Village Law Section 3-301(b), the members of the Board of Trustees are hereby appointed as the members of the **Board of Assessment Review** of the Village of Port Washington North for a term of one official year, said term to expire April 2014.

Mayor Weitzner administered the Oath of Office to those Village officials present.

9. On motion of Trustee Schenkler, seconded by Trustee Malatino, it was unanimously
RESOLVED that Stuart Besen be engaged as **Village Attorney** for general counsel legal work on behalf of the Village, in accordance with his retainer letter dated April 2, 2013, for a term to expire April 2014.

10. On motion of Malatino, seconded by Trustee Schenkler, it was unanimously
RESOLVED that firms Dvirka & Bartilucci Consulting Engineers and Cameron Engineering & Associates be engaged as **Village Engineers** for engineering work on behalf of the Village for a term of one official year, term to expire April 2014.

11. On motion of Trustee Schenkler, seconded by Trustee Scheff, it was unanimously
RESOLVED that the firm Cullen & Danowski LLP be engaged as **Independent Auditor** for auditing services on behalf of the Village, in accordance with its retainer letter dated January 5, 2013, for a term of one official year, term to expire April 2014, to perform an independent, external audit of the Village's finances for the fiscal year commencing June 1, 2012 and ending on May 31, 2013, and to file the Annual Financial Report electronically with the State Comptroller, to file the Annual Financial Report with the State Comptroller electronically, to complete a GASB 34 compliant financial statement, and to conduct an audit of the Village Justice Court, at a cost not to exceed $9,000.00.

12. On motion of Trustee Schenkler, seconded by Trustee Cohen, it was unanimously
RESOLVED that Leslie Gross be appointed as **Registrar of Vital Statistics** and Mary Hayes as Deputy Registrar of Vital Statistics for the Village of Port Washington North for terms to expire December 2014.

13. On motion of Trustee Schenkler, seconded by Trustee Schenkler, it was unanimously
RESOLVED that the Port Washington News be and hereby is designated as the **official newspaper** for the Village of Port Washington North for the official year ending April 2014.

14. On motion of Trustee Schenkler, seconded by Trustee Scheff, the following resolution was unanimously adopted:
WHEREAS before the incorporation of the Village of Port Washington North the territory was included within the limits of the following **Special Districts**: Port Washington Garbage District, Port Washington Police District and Port Washington Water District; and
WHEREAS a portion of the territory was included within the limits of the Port Washington Water Pollution Control District; and
WHEREAS the Board of Trustees, after due consideration, has determined that it is in the best interests of the Village that the Special Districts continue the service that they heretofore rendered;
NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Village of Port Washington North does hereby request the officers of the Town of North Hempstead to extend for the year **2014** against the property in the area of the Village of Port Washington North the following Special Districts' taxes:

Port Washington Garbage District
Port Washington Police District
Port Washington Water District

and the said Board requests that the Town of North Hempstead extend for the year **2014** the Sewer Tax against the property of said Village within the limits of the Port Washington Water Pollution Control District.

15. On motion of Trustee Malatino, seconded by Trustee Schenkler, the following resolution was unanimously adopted:
WHEREAS the Board of Trustees has determined that Village Law § 4-412(3)(2) requires the designation of banks or trust companies for the deposit of all Village monies; and
WHEREAS the Village Treasurer has recommended Bank of New York, Capitol One Bank, J. P. Morgan Chase, H S B C, Valley National Bank, and Wells Fargo, as **authorized depositories for Village funds**;
NOW THEREFORE BE IT RESOLVED that the Board of Trustees designates the following institutions as depositories of all moneys received by the Village Treasurer, Clerk, and Receiver of Taxes:

Bank of New York	Valley National Bank
H S B C	Wells Fargo
J. P. Morgan Chase	

16. On motion of Trustee Schenkler, seconded by Trustee Malatino, it was unanimously
RESOLVED that 71 Old Shore Road, Port Washington, New York, be and hereby is designated as the place of the regular meetings of this Board until further notice and that the day and time of said **regular meetings** shall be 7:30 p.m. on the following dates:

May 7, 2013	September 3, 2013	January 7, 2014
June 11, 2013	October 8, 2013	February 4, 2014
July 2, 2013	November 12, 2013	March 4, 2014
August 6, 2013	December 3, 2013	March 11, 2014
		April 8, 2014

17. On motion of Trustee Schenkler, seconded by Trustee Scheff, it was unanimously
RESOLVED that the Board of Trustees hereby adopts the following:

Investment Policy

A. SCOPE. This investment policy applies to all moneys and other financial resources available for investment on the Village's own behalf or on behalf of any other entity or individual.

B. OBJECTIVES. The primary objectives of the local government's investment activities are, in priority order:

1. to conform with all applicable federal, state and other legal requirements;
2. to adequately safeguard principal;
3. to provide sufficient liquidity to meet all operating requirements; and
4. to obtain a reasonable rate of return.

C. DELEGATION OF AUTHORITY. The Board of Trustees' responsibility for administration of the investment program is delegated to the Treasurer who shall establish written procedures for the operation of the investment program consistent with these investment guidelines. Such procedures shall include an adequate internal control structure to provide a satisfactory level of accountability based on a database or records incorporating descriptions and amounts of investments, transaction dates, and other relevant information, and regulate the activities of subordinate employees.

D. PRUDENCE. All participants in the investment process shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that

might impair public confidence in the Village to govern effectively. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of the principal as well as the probable income to be derived. All participants involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

E. DIVERSIFICATION. It is the policy of the Village to diversify its deposits and investments by financial institution, by investment instrument, and by maturity scheduling.

F. INTERNAL CONTROLS. It is the policy of the Village for all moneys collected by any officer or employee of the government to transfer those funds to the Treasurer within 10 days of receipt, or within the time period specified in law, whichever is shorter. The Treasurer is responsible for establishing and maintaining an internal control structure to provide reasonable, but not absolute, assurance that deposits and investments are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorization and recorded properly, and are managed in compliance with applicable laws and regulations.

G. DESIGNATION OF DEPOSITORIES. The banks and trust companies authorized for the deposit of moneys are:

Bank of New York	Valley National Bank
H S B C	Wells Fargo
J. P. Morgan Chase	

H. COLLATERALIZING OF DEPOSITS. In accordance with the provisions of General Municipal Law, Section 10, all deposits of the Village, including certificates of deposit and special time deposits, in excess of the amount insured under the provisions of the Federal Deposit Insurance Act shall be secured by a pledge of "eligible securities" with an aggregate "market value", as provided by General Municipal Law, Section 10, equal to the aggregate amount of deposits.

I. SAFEKEEPING AND COLLATERALIZATION. Eligible securities used for collateralizing deposits shall be held by a third party bank or trust company subject to security and custodial agreements.

The security agreement shall provide that eligible securities are being pledged to secure local government deposits together with agreed upon interest, if any, and any costs or expenses arising out of the collection of such deposits upon default. It shall also provide the conditions under which the securities may be sold, presented for payment, substituted or released and the events that will enable the local government to exercise its rights against the pledged securities. In the event that the securities are not registered or inscribed in the name of the local government, such securities shall be delivered in a form suitable for transfer or with an assignment in blank to the Village or its custodial bank.

The custodial agreement shall provide that securities held by the bank or trust company, or agent of and custodian for, the local government, will be kept separate and apart form the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement should also describe that the custodian shall confirm the receipt, substitution or release of the securities. The agreement shall provide for the frequency of revaluation of eligible securities when a change in the rating of a security may cause ineligibility. Such agreement shall include all provisions necessary to provide the local government a perfected interest in the securities.

J. PERMITED INVESTMENTS. As permitted by General Municipal Law, Section 11, the Village authorizes the Treasurer to invest moneys not required for immediate expenditure for terms not to exceed its projected cash flow needs in the following types of investments:

- Special time deposit accounts
- Certificates of deposit
- Obligations of the United States of America
- Obligations guaranteed by agencies of the United States of America where the payment of principal and interest are guaranteed by the United States of America
- Obligations of the Village, but only with any moneys in a reserve fund established pursuant to General Municipal Law, Section 6-c, 6-d, 6-e, 6-f, 6-h, 6-j, 6-k, 6-l, 6-m or 6-n.

All investment obligations shall be payable or redeemable at the option of the Village within such times as the proceeds will be needed to meet expenditures for purposes for which the moneys were provided and, in the case of obligations purchased with the proceeds of bonds or notes, shall be payable or redeemable at the option of the Village within two years of the date of purchase.

K. AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS. The Village shall maintain a list of financial institutions and dealers approved for investment purposes and establish appropriate limits to the amount of investments that can be made with each financial institution or dealer. All financial institutions with which the Village conducts business must be credit worthy. Banks shall provide their most recent Consolidated Report of Condition (Call Report) at the request of the Village. Security dealers not affiliated with a bank shall be required to be classified as reporting dealers affiliated with the New York Federal Reserve Bank, as primary dealers. The Treasurer is responsible for evaluating the financial position and maintaining a list of proposed depositories, trading partners and custodians. Such listing shall be evaluated at least annually.

L. PURCHASE OF INVESTMENTS. The Treasurer is authorized to contract for the purchase of investments:

1. Directly from an authorized trading partner
2. By participation in a cooperative investment program with another authorized governmental entity pursuant to Article 5G of the General Municipal Law where such program meets all the requirements set forth in the Office of the State Comptroller Opinion No. 88-46, and the specific program has been authorized by the Board of Trustees
3. By utilizing an on-going investment program with an authorized tracking partner pursuant to a contract authorized by the Board of Trustees.

All purchased obligations, unless registered or inscribed in the name of the Village, shall be purchased through, delivered to and held in the custody of a bank or trust company. Such obligations shall be purchased, sold or presented for redemption or payment by such bank or trust company only in accordance with prior written authorization from the officer authorized to make the investment. All such transactions shall be confirmed in writing to the Village by the bank or trust company. Any obligation held in the custody of a bank or trust company shall be held pursuant to a written custodial agreement as described in General Municipal Law, Section 10.

The custodial agreement shall provide that securities held by the bank or trust company, as agent of and custodian for, the village, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement shall describe how the custodian shall confirm the receipt and release of the securities. Such agreement shall include all provisions necessary to provide the Village a perfected interest in the securities.

18. On motion of Trustee Schenkler, seconded by Trustee Malatino, the following was unanimously adopted:

PROCUREMENT POLICY

Whereas, the General Municipal Law of the State of New York section 104-b has required the adoption of procurement procedures for the purchase of goods and services exempt from the competitive bidding procedures of section 103 of that same law, and

Whereas, the Trustees of the Village of Port Washington North have considered said legislation and consulted with and solicited comments from the appropriate Village personnel, and in furtherance thereof have determined the following to be the procurement procedure of the Village of Port Washington North,

Now Therefore Be It Resolved, that Village employees in consultation with the appropriate professional representing the Village shall make a written determination as to the exemption of any goods or services from the competitive bidding procedures section 103 of the New York State General Municipal Law, and

Be It Further Resolved that for all purchases of goods or services in excess of $500.00 but otherwise exempt from section 103 the Village employees shall act as follows:

a). $ 1,000.00 up to $ 5,000.00 solicitation of no less than two (2) oral quotes or written price verification via catalog or other pricing index.

b). $ 5,001.00 up to $ 10,000.00 for purchases or up to $ 35,000.00 for public works contracts solicitation of three written price quotes or written price verifications.

c). items less than $ 1,000.00 which can be anticipated to be purchased on a regular basis more than two times per year shall be subject to a or b above.

Be It Further Resolved, that in all instances the Village employee purchasing goods and services shall keep accurate records detailing the procurement procedures as outlined above.

Be it Further Resolved that, in the event any contract is awarded to other than the lowest bidder, there shall be documentation and justification of the reason why the purchase or public works is in the best interest of the Village.

Be It Further Resolved, that except when otherwise directed, the Trustees hereby exempt the following services from the provisions of this resolution due to the fact said services require confidential, continuous, and professional, talented or otherwise unique relationships to the Village all in accordance with the General Municipal Law of the State of New York section 103:

1. Architectural
2. Legal
3. Financial
4. Engineering
5. Tax Certiorari
6. Insurance
7. Information Technology
8. Public relations
9. Artistic

Emergency services, State or County bid contract, standardized equipment, road restoration performed by other municipalities, services performed via Intermunicipal Agreement and sole source situations are exempt from the provisions of this resolution.

Failure to comply with the above procurement procedures shall not invalidate the award of any contract nor shall any Village employee incur monetary liability as a result of such failure.

Be It Further Resolved that this resolution shall be reviewed from time to time but in no event less than one year from the date hereof. This resolution shall take effect immediately.

19. <u>Inventory of Fixed Assets</u>

A. On motion of Trustee Scheff, seconded by Trustee Schenkler, it was unanimously
RESOLVED that the Inventory of Fixed Assets for this Village, as recommended by the New York State Department of Audit & Control, be accepted as set forth in the annual **GASBE 34** report, which is on file with the Village Clerk.

B. On motion of Trustee Scheff, seconded by Trustee Schenkler, it was unanimously
RESOLVED that the Village enter into an agreement with **Appraisal Affiliates Inc.** to provide annual maintenance service on the appraisal of Village-owned personal property, pursuant to GASBE-34, for the period of June 1, 2013 to May 31, 2014, at a cost not to exceed $800.00 and as more particularly set forth in a written proposal dated April 2, 2013.

20. On motion of Trustee Schenkler, seconded by Trustee Malatino, the following resolution was unanimously adopted:
WHEREAS, pursuant to Village Law Section 5-524(6), this Board, by resolution, may authorize certain payments in advance of its audit of claims, in order to provide for the smooth, continuous, and proper operation of the Village's affairs,
NOW, THEREFORE, BE IT RESOLVED that the Village Treasurer is hereby authorized to make **payment in advance** of audit of claims for **electric, gas, water, sewer, telephone services, cable, postage, freight and express charges**. All such claims shall be presented at the next regular meeting for audit, and the claimant and the officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by this Board.

Mayor Weitzner closed the Annual Meeting.

B. Public Hearing - Budget Fiscal Year June 1, 2013 to May 31, 2014

1. Mayor Weitzner opened the public hearing, duly advertised in the **March 14, 2013** *Port Washington News*, to consider the adoption of the proposed **BUDGET** for the fiscal year June 1, **2013** through May 31, **2014**. Budget Officer Bella presented the proposed **$8,846,400** budget and recommended that the tax rate be **$12.9466** per $100 of assessed valuation. A stenographic transcript of the hearing is on file with the Village Clerk. All those present wishing to speak having been heard, Mayor Weitzner closed the public hearing.

2. On motion of Trustee Schenkler, seconded by Trustee Scheff, it was RESOLVED that the Budget for the fiscal year commencing June 1, **2013** through May 31, **2014**, as submitted by the Budget Officer, be and hereby is approved.

Vote was recorded as follows: Trustee Cohen-aye, Trustee Malatino-aye, Trustee Scheff-aye, Trustee Schenkler-aye, Mayor Weitzner-aye. Motion carried.

3. On motion of Trustee Schenkler, seconded by Trustee Cohen, it was RESOLVED that for the fiscal year June 1, **2013** through May 31, **2014** the tax be and hereby is levied against each and every parcel of real property within the Village of Port Washington North as shown on the last completed Assessment Roll at the rate of **$12.9466** per $100 of assessed valuation, and the Clerk is directed to extend and carry upon the Assessment Roll the amount to be levied against each parcel of real property shown thereon.

Vote was recorded as follows: Trustee Cohen-aye, Trustee Malatino-aye, Trustee Scheff-aye, Trustee Schenkler-aye, Mayor Weitzner-aye. Motion carried.

4. On motion of Trustee Schenkler, seconded by Trustee Malatino, it was RESOLVED that a **Warrant for the Collection of Taxes** be issued to the Clerk in the following form:

YOU ARE COMMANDED to receive and collect from the several persons named in the assessment roll, the several sums named in the last column thereof opposite their respective names, altogether a total of **$1,247,350** for the purposes set forth in a budget heretofore adopted for the fiscal year June 1, **2013** to May 31, **2014**, a copy of which is annexed to the minutes; and
You are hereby COMMANDED to receive as much taxes as may voluntarily be paid to you from June first to and including July first of this year, without additional charge; and all taxes for which payment has not been received and remain unpaid after July 1, **2013**, shall have added an additional five percent (5%) interest for the

month of July, and for each month and fraction thereafter, an additional interest payment, which shall be computed at the maximum percentage rate permitted, pursuant to the Real Property Tax Law, until said taxes and accrued interest are paid in full; and you are to make a return of this warrant by **February 1, 2014**; and if any tax on real estate or any interest herein placed upon the tax roll shall be unpaid at the time when you are required to return this warrant and roll, you are to deliver to the Board of Trustees an account of the taxes remaining due containing a description of the lands upon which such taxes were unpaid as the same were placed upon the tax list, together with the amount of the tax so assessed and interest thereon.

Dated: **April 3, 2013**

Seal

Robert S. Weitzner, Mayor

In witness whereof, I have hereunto set my hand as Clerk of the above Village this **3rd day of April 2013**.

Vote was recorded as follows: Trustee Cohen-aye, Trustee Malatino-aye, Trustee Scheff-aye, Trustee Schenkler-aye, Mayor Weitzner-aye. Motion carried.

e. On motion of Trustee Scheff, seconded by Trustee Schenkler, it was unanimously
RESOLVED that the **annual salaries** effective June 1, **2013** for the officials be and hereby are as follows:

Mayor	$2,500	Treasurer	$27,000	Board Appeals	$3,000
Trustees	6,000	Clerk	71,566	Building Inspector	$87.20/hr.
Planning Board	3,335	Deputy Clerk	54,152	Supt. Public Works	22,134

and established that the salary for the Deputy Building Inspector be $43.55 per hour; that the salary for the Clerk to the Village Justice be $34.72 per hour; and that the fee rate for the Special Village Prosecutor be $165.00 per hour.

C. Regular Meeting

1. Clerk

a. On motion of Trustee Schenkler, seconded by Trustee Cohen, it was unanimously
RESOLVED that the reading of the minutes of the meeting of the Board of Trustees of February 5, 2013 be waived and that they be and hereby are approved as prepared by Clerk Torrisi.

b. On motion of Trustee Scheff, seconded by Trustee Cohen, it was unanimously
RESOLVED that this Board, pursuant to Article 14 of the Real Property Tax Law of the State of New York, determines to collect the amount of such unpaid taxes levied or assessed for the year **2012** by a **Tax Sale** in the manner and after the form and requirements as provided and prescribed by said Article and completed subsequent to the 20th day of March **2013** but not later than July 31, **2013** in accordance with Section 1452 subdivision 4 of the Real Property Tax Law; and
BE IT FURTHER RESOLVED that pursuant to Section 1452 of the Real Property Tax Law, the Treasurer of the Village of Port Washington North will sell at Public Auction in the manner provided by law on the **28th** day of May **2013** at 12:00 noon at the Village Hall, 71 Old Shore Road, Port Washington, New York, parcels of real estate to discharge taxes as assessments for the fiscal year ending May 31, **2012**, fees, interest and charges which may be due thereon at the time of such sale.

Vote was recorded as follows: Trustee Cohen-aye, Trustee Malatino-aye, Trustee Scheff-aye, Trustee Schenkler-aye, Mayor Weitzner-aye. Motion carried.

2. Treasurer

A. On motion of Trustee Schenkler, seconded by Trustee Malatino, it was unanimously
RESOLVED that the reading of the General Fund Abstract of Vouchers #136, totaling $171,301.10, and the Trust & Agency Abstract of Vouchers #90, totalling $1,460.75, be waived and that they be and hereby are approved as prepared by Treasurer Bella.

B. On motion of Trustee Schenkler, seconded by Trustee Scheff, it was unanimously
RESOLVED that the Budget Report as of February 28, 2013, showing the General Fund Balance to be $1,391,407.19 and the Trust & Agency Fund Balance to be $5.73, and the budget modification contained therein, be and hereby are accepted as prepared by Treasurer Bella.

3. Reports

a. Public Works

On motion of Trustee Scheff, seconded by Trustee Schenkler, it was unanimously
RESOLVED that the Public Works Department report for the month of March 2013 be and hereby is accepted as presented by Superintendent Novinski.

b. Building Department

i. On motion of Trustee Cohen, seconded by Trustee Schenkler, it was unanimously
RESOLVED that the Building Department reports for March 2013 be and hereby are accepted as submitted by Inspector Barbach and Deputy Inspector Lauria.

ii. Soundview Cinema Signs

On motion of Trustee Malatino, seconded by Trustee Scheff, it was unanimously
RESOLVED that the application of Soundview Cinema for temporary grand opening banner signs at Soundview Marketplace, Shore Road, Port Washington, New York (premises designated as Section 4, Block 129, Lots 1, 10, 12 & 14C on the Nassau County Land & Tax Map) is approved for 45 days from the date of this resolution.

iii. Publishers Clearing House

On motion of Trustee Schenkler, seconded by Trustee Cohen, it was unanimously
RESOLVED that, pursuant to Section 176-107 of the Village Code, the Board of Trustees hereby refers the application of Publishers Clearing House for a guard house on Winners Circle to the Village Planning Board for a final decision.

c. Justice Court

The Board accepted the Justice Court report for February 2013 submitted by Court Clerk Kropacek.

4. Business

a. Liability Insurance

Trustee Schenkler disclosed that his brother-in-law is an officer with Wright Risk Management, which oversees NYMIR. On motion of Trustee Cohen, seconded by Trustee Scheff, it was unanimously
RESOLVED that the Village of Port Washington North hereby authorizes Risk Strategies Company to place the following insurance:

NYMIR Municipal Property & Liability	$11,877.80

NYMIR Public Officials Liability	4,730.00
NYMIR Excess Catastrophe Liability	3,193.30
NYMIR Municipal Automobile	1,056.00
NYMIR Municipal Inland Marine	996.60

plus $10.90 in policy fees, for a total cost of $21,864.60.

b. Stormwater Management Engineering Services – H2M Group

On motion of Trustee Cohen, seconded by Trustee Scheff, it was unanimously RESOLVED that the Village of Port Washington North hereby engages H2M Group for the provision of engineering services to file the New York State Stormwater Management MS4 Annual Report for 2012-2013 as more particularly set forth in a written proposal dated March 11, 2013, to wit:

Prepare MS4 Annual Report	$3,500.00
Technical Assistance on MS4 Program	$4,000.00 (hourly not to exceed)

and that Mayor Weitzner is hereby authorized to sign the agreement.

c. Attorney for Tax Certioraris, SCARs & Commercial Assessments

On motion of Trustee Schenkler, seconded by Trustee Scheff, it was unanimously RESOLVED that the Village hereby engages the legal services of Gerard Terry, Esq. to provide commercial tax certiorari, residential small claims assessment review and commercial assessment services, effective immediately. The rate for commercial, retail and industrial tax certioraris shall be the hourly rate of $195.00. On residential small claims assessment review cases the fee shall be $35.00 per court appearance per case; $100.00 per case for out of court negotiation (no charge to the Village for building department or Village file review). This contract is for one year ending April 2014, except that either party upon 30 days notice to the other party may terminate the contract without cause.

d. Village Arbor Day Proclamation

On motion of Trustee Cohen, seconded by Trustee Malatino, the following resolution was unanimously adopted:

WHEREAS Arbor Day is a nationally celebrated holiday encouraging tree planting and care across America; and
WHEREAS the Board of Trustees of the Village of Port Washington North is desirous of inspiring people to plant, nurture and celebrate trees; and
WHEREAS the Village of Port Washington North wishes families, schools and the community to make the most of improving the Port Washington community by planting trees;
NOW, THEREFORE, BE IT RESOLVED that April 26th is hereby proclaimed to be **Arbor Day** in the Village of Port Washington North and that said Arbor Day shall be officially recognized and observed through the development of a tree work plan, a program of community activities, and planned Village expenditures of $60,000 on trees, parks and beautification in the 2013-2014 fiscal year.

On motion of Trustee Malatino, seconded by Trustee Cohen, it was unanimously RESOLVED that the meeting be and hereby is adjourned at 9:45 p.m.

Palma Torrisi, Village Clerk

VILLAGE OF PORT WASHINGTON NORTH
GENERAL FUND

ADOPTED BUDGET: For the period June 1, 2013 to May 31, 2014

SUMMARY OF BUDGET/TAX LEVY CALCULATIONS

DESCRIPTION	MODIFIED 2013 BUDGET	2014 ADOPTED	Increase (Decrease)
Total Use of Funds	10,128,437	8,846,400	(1,282,037)
Revenue Other Than Taxes	8,104,337	6,939,050	(1,165,287)
Appropriated Fund Balance	800,000	660,000	(140,000)
Encumberance Appropriated			
Property Tax Levy	1,224,100	1,247,350	23,250
Total Source of Funds	10,128,437	8,846,400	(1,282,037)

ASSESSMENT ROLL RECAPITULATION

Total Assessment	10,188,627	10,224,624	35,997
Wholly Exempt Property	369,115	369,115	
Veterans Exemptions	200,967	197,963	
Senior Citizen Exemptions	19,363	22,990	
Sub-Total Reductions	589,445	590,068	623
Taxable Assessment (Net)	9,599,182	9,634,556	35,374
Tax Rate / $100 (Tax Levy / Net Value*100)	$ 12.7521	$ 12.9466	

Inc. in Tax Levy per $100 1.525% $ 0.19

Adopted 4/3/13

Acct. No.	Account Description	Adopted 2013-2014 Budget
Income		
1001	Real Property Taxes	1,247,350
1090	Interest & Penalties	500
1130	Utilities Gross Receipts Tax	
0.01	-Keyspan/LIPA	60,000
0.02	-Verizon	9,000
0.03	-Vonage	100
0.25	-Cable (telephone)	-
0.35	-AT&T	50
0.95	-Other	5,000
Total 1130	- Utilities Gross Receipts	74,150
1170	Cable Franchise	44,000
1255	Clerk Feess	200
2110	Zoning Board Fees	
	-General	500
	Zoning Board Fees - Other	
Total 2110	- Zoning Board Fees	500
2115	Planning Board Fees	1,500
2401	Interest & Earnings	
000	-Village	1,000
2401	-Interest & Earnings - Other	-
Total 2401	- Interest & Earnings	1,000
2555	Building /Alteration Permits	39,000
2560	Street Opening Permits	3,500
2590	Permits - Other	
0.200	Alarm Permits	200
0.300	Pool Permits	2,000
0.400	Fence Permits	1,500
2590	Permits - Other-Other	4,000
Total 2590	- Permits Other	7,700
2610	Fines	15,000
2660	Sale of Real Property	6,300,000
2701	Refunds of Prior Year Exp.	-
2705	Gifts & Donations	5,000
2770	Village Energy Group	-
3001	State Aid, Revenue Sharing	19,000
3005	State Aid, Mortgage Tax	45,000
3089	State Aid, Other	
101	-Grant Baywk2 Cameron	200,000
102	-Grant Baywk2 PSL 768K	-
104	-Grant Town NH Baywk	-
105	-Grant-Dept. Trans.Pleasant Ave	150,000
106	-Grant -Baywk 2 Chesterfield 524K	-

Adopted 4/3/13

Acct. No.	Account Description	Adopted 2013-2014 Budget
109	-Grant-LSSTC	-
110	-County Shore Road	-
111	-Grant Traffic Calming 57K	-
3089	State Aid Other-Other	
Total 3089	-St. Aid Other	350,000
3501	State Aid -CHIPS	33,000
Total Income		8,186,400
Expense		
10101	Bd. Of Trustees - Pers. Service	6,000
11101	Vill. Court Clerk - Pers. Service	6,993
11104	Municipal Court - Cont.Expense	
	Auditor	-
	Equipment	-
	Prosecutor	7,500
	Training/Dues	1,200
	Village Justice Court	500
Total 11104	- Municipal Court - Contr. Expense	9,200
12101	Mayor - Pers. Service	2,500
13204	Auditor - Contr. Expense	
	Auditor	9,000
	Fixed Asset Appraisal	800
	Auditor Contr. Exp - Other	-
Total 13204	Auditor - Contr. Expense	9,800
13251	Treasurer	27,000
14101	Clerk - Pers. Service	
	Dep. Vill. Clerk - Pers. Service	54,152
	Village Clrk./Assessor-Pers. Service	71,566
		125,718
14204	Law - Contr. Expense	
	Attorney Fees /Expense	65,000
	Attorney for Litigation	-
	Legal Publications	2,000
	Tax Cert. Assessment Consult.	10,000
	14204 - Law-Contr. Exp.-Other	-
Total 14204	Law - Contr. Expense	77,000
14501	Elections - Pers. Service	1,250
14504	Village Election Expense	1,000
16204	Village Hall Operations	
	Bank Charges	550
	Copy Machine	4,000
	Electric/Gas/Water	6,000
	Legal Ads	150

Adopted 4/3/13

Acct. No.	Account Description	Adopted 2013-2014 Budget
	Miscellaneous	500
	Newsletter	4,000
	Office Expense	5,000
	Office Supplies	2,500
	Postage/Delivery	4,500
	Printing/Copying	2,100
	Rent	23,700
	Seminars/Conferences	800
	Steno Service	1,500
	Telephone	6,500
	Temp Help	2,000
	16204-Vill. Hall Ops- Other	-
Total 16204 - Village Hall Operations		63,800
16802	Computer Hardware/Software	7,500
16804	Central Data Process, Contr. Exp.	
	Computer, Online Service	1,200
	Computer, Web Hosting	250
	Computer, Repairs/Maintenance	5,000
	Payroll Expense	2,000
Total 16804 - Central Data Process, Contr. Exp.		8,450
19104	Insurance	22,500
19204	Municipal Assoc. Dues	4,000
19304	Tax Cert., Judgements & Claims	50,000
19504	Taxes on Property - Sewer Tax	1,000
19904	Contingent Account	165,080
34104	Fire - Contr. Expense	
	Fire Dept. - Inc. Award Programs	371,870
	Fire Dept. - Workers' Comp.	22,000
	24104-Fire Contr. Expense - Other	-
Total 34104 - Fire - Contr. Expense		393,870
36201	Safety Inspection - Pers. Service	
	Bldg. Inspector	68,289
	Deputy Bldg. Inspector	25,131
Total 36201 - Safety Inspection - Contr. Expense		93,420
36204	Safety Inspection - Contr. Exp.	250
39984	Other Public Safety	3,000
50200	Engineers & Consultants	7,500
50204	Engineering - Contr. Exp.	
	-Baywalk2-Misc. Exp.	-
	- Baywalk2 Cameron	200,000
	-Baywalk2-PSL 768K	-
	- Pleasant Avenue Project	600,000
	-Grant Taffic Calming 57K	-
	- Shore Road Project	-
	50204 - Eng'g. Contr. Exp. Other	-

Adopted 4/3/13

Acct. No.	Account Description	Adopted 2013-2014 Budget
Total 50204 - Engineering - Contr. Expense		800,000
51101	Maint. Of Streets, Supt. Of Highways	22,134
51104	Maint. Of Streets, Contr. Exp.	
	New Projects (Improvements)	-
	Regular Street Maint.	80,000
	Storm Drain Maintenance	26,000
	Storm Emergency	25,000
	Street Sign Maintenance	4,800
	Street Sweeping	25,000
	Thermoplastic & Other Markings	5,000
	Traffic Sign Maintenance	10,700
	Tree Wk. Prev. Maint. Roads	30,000
	Vehicle Maintenance	3,000
	VII Entrance Sign Maintenance	500
	51104-Maint. Sts. Contr. Exp. Other	-
Total 51104 - Maint. Sts. - Contr. Expense		210,000
5112.2	CHIPS Expense	-
51424	Snow Removal	
	Contingency	20,000
	Plowing/Labor	90,000
	Sand/Salt	20,000
	51424-Snow Removal Other	0
Total 51424 - Snow Removal		130,000
51824	Street Lighting	
	Electric	17,000
	Maintenance	25,000
	Pole Rental	1,000
	51824 - Street Lighting - Other	-
Total 51824 - Street Lighting		43,000
54104	Sidewalks - Contr. Exp.	40,000
66900	Reconcil. Discrepancies	-
71402	Playgrounds/Rec Centers	-
	Park Land Drainage System	350,000
	Village Hall Park	5,450,000
Total 71402 - Playgrounds/Rec. Centers		5,800,000
71404	Village Hall - Contingency	500,000
80101	Zoning Board - Pers. Service	3,000
80104	Zoning Board - Expense	150
80201	Planning Board - Pers. Service	3,335
80204	Planning Board - Expense	150
81704	St. Cleaning, DPW Leaf Removal	30,000
85604	Trees, Parks & Beautification	60,000
90108	State Retirement System	32,500
90308	Payroll Tax Expense	25,000
90408	Workers' Compensation	5,000

Adopted 4/3/13

Acct. No.	Account Description	Adopted 2013-2014 Budget
90608	Health Insurance	54,000
91898	Payroll Tax Expense	1,300
97107	Serial Bond, Principal	-
97108	Serial Bond, Interest	-
		-
Total Expense		8,846,400
Net Income		(660,000)

Village of Port Washington North

71 Old Shore Road
Port Washington, New York 11050
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portnorth@optonline.net
www.portwashingtonnorth.org

MAYOR
Robert S. Weitzner

TRUSTEES
Steven Cohen
Michael Malatino
Sherman Scheff
Michael Schenkler

CLERK
Palma Torrisi

2013 Assessment Roll Recapitulation

TOTAL ASSESSMENT		**$ 10,224,624.**
Public Utilities	**65,061.**	
Special Franchise	**30,650.**	
Including:		
Wholly Exempt Property	**369,115.**	
Veterans Exemptions	**197,963.**	
Senior Citizen Exemptions	**22,990.**	
Total Exemptions	**590,068.**	
TAXABLE ASSESSMENT (Net Taxable Value)		**$ 9,634,556.**

Palma Torrisi

Palma Torrisi, Assessor
Village of Port Washington North

Dated: Port Washington, New York
March 5, 2013