

The **Annual Meeting** of the Board of Trustees of the Village of Port Washington North was held on Tuesday, **April 1, 2015** at 7:30pm at 3 Pleasant Avenue, Port Washington, New York.

Present:	Mayor	-	Robert S. Weitzner
	Trustees	-	Steven Cohen
		-	Matthew Kepke
		-	Michael Malatino
		-	Sherman Scheff
	Clerk	-	Palma Torrisi
	Attorney	-	Stuart Besen
	Stenographer	-	James Gill

A. Annual Meeting

1. Alan Nelson administered the Oath of Office to Mayor-Elect Robert Weitzner.

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

3. On motion of Trustee Malatino, seconded by Mayor Weitzner, it was **RESOLVED** that Mayor Weitzner's appointment of Steven Cohen as Deputy Mayor for one official year, said term to expire April 2016 be approved.

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

4. On motion of Trustee Cohen, seconded by Trustee Malatino, it was unanimously **RESOLVED** that the following appointments made by Mayor Weitzner for a term of two official years, terms to expire April 2017, 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 Cohen, seconded by Trustee Malatino, it was unanimously **RESOLVED** that the following appointments made by Mayor Weitzner for a term of one official year, term to expire April 2016, 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 Superintendent of Buildings
- e. Fred Lauria as Building Inspector
- f. Ronald Novinski as Superintendent of Public Works
- g. Stephen Kaplan as Emergency Manager
- h. Alex Moschos as Alternate Emergency Manager
- i. Howard Roth as Beautification Commissioner
- j. George Williams as Landmark Preservation Commissioner
- k. Steven Kaplan as Traffic Safety Commissioner
- l. Alex Moschos as Planning Board Chair
- m. Stephen Hazelkorn as Board of Appeals Chair
- n. Howard Krebs as Acting Village Justice
- o. Alan Nelson as Village Special Prosecutor
- p. Linda Kropacek as Clerk to the Village Justice.

6. On motion of Trustee Malatino, seconded by Trustee Cohen, it was unanimously **RESOLVED** that Mayor Weitzner's appointment of Irwin Kellner for a term of seven years, term to expire April 2022, as a member of the **Planning Board** is approved.

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

RESOLVED that Mayor Weitzner's appointment of Nick Miscioscia for a term of five years, term to expire April 2020, as a member of the **Board of Appeals** is approved.

8. On motion of Trustee Malatino, seconded by Trustee Kepke, 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 2016, and that Mayor Weitzner will serve as Chairman.

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

9. On motion of Trustee Malatino, seconded by Trustee Cohen, 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 March 30, 2015, for a term to expire April 2016.

10. On motion of Trustee Malatino, seconded by Trustee Cohen, 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 2016.

11. On motion of Trustee Cohen, seconded by Trustee Kepke, 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 9, 2015, for a term of one official year, term to expire April 2016, to perform an independent, external audit of the Village's finances for the fiscal year commencing June 1, 2014 and ending on May 31, 2015, 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 Kepke, seconded by Trustee Cohen, it was unanimously RESOLVED that Wayne Wink be appointed as **Registrar of Vital Statistics** and Eileen Kraneburg as Deputy Registrar of Vital Statistics for the Village of Port Washington North for terms to expire December 2016.

13. On motion of Trustee Kepke, seconded by Trustee Malatino, 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 2016.

14. On motion of Trustee Kepke, seconded by Trustee Malatino, 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 **2016** 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 **2016** 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 Kepke, 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 H S B C 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:

H S B C

Wells Fargo

16. On motion of Trustee Cohen, seconded by Trustee Malatino, it was unanimously

RESOLVED that 3 Pleasant Avenue, 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 6, 2015	September 2, 2015	January 6, 2016
June 3, 2015	October 7, 2015	February 3, 2016
July 1, 2015	November 4, 2015	March 2, 2016
August 5, 2015	December 2, 2015	March 16, 2016
		April 6, 2016

17. On motion of Trustee Kepke, seconded by Trustee Malatino, 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:

H S B C Bank

Wells Fargo

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 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 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. PERMITTED 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 Cohen, seconded by Trustee Kepke, 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 \$ 20,000.00 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 | 6. Insurance |
| 2. Legal | 7. Information Technology |
| 3. Financial | 8. Public relations |
| 4. Engineering | 9. Artistic |
| 5. Tax Certiorari | |

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. Inventory of Fixed Assets

A. On motion of Trustee Kepke, seconded by Trustee Cohen, 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 Cohen, seconded by Trustee Kepke, 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, 2015 to May 31, 2016, at a cost not to exceed \$850.00 and as more particularly set forth in a written proposal dated March 31, 2015.

20. On motion of Trustee Cohen, seconded by Trustee Kepke, 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, internet, 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.

21. Clerk Torrisi stated that no reports of **workplace violence** were received in the prior official year. On motion of Trustee Scheff, seconded by Trustee Malatino, it was unanimously
RESOLVED that the Board of Trustees hereby adopts the following Work Place Violence Policy for the Village of Port Washington North:

WORKPLACE VIOLENCE POLICY

I. SCOPE OF POLICY

The Village of Port Washington North ("Village") is committed to the safety and security of its employees. Workplace violence presents a serious occupational safety hazard to Village staff and to residents, vendors, contractors and the general public (hereinafter collectively referred to as "visitors"). Threats, threatening behavior or acts of violence against employees or visitors by anyone on Village property will be thoroughly investigated and appropriate action will be taken, including summoning criminal justice authorities when warranted. All employees are responsible for helping to create an environment of mutual respect for each other as well as visitors, following all policies, procedures and program requirements, and for assisting in maintaining a safe and secure work environment.

II. OBJECTIVE

This policy is designated to meet the requirements of New York State Labor Law 27b. The process involved in complying with this law includes a workplace evaluation that is designed to identify the workplace violence hazards Village employees could be exposed to. Other tools that are utilized during this process include establishing ongoing participation in the evaluation process, recommending methods to reduce or eliminate the hazards identified during the process, and investigating workplace violence incidents or allegations. All employees will participate in annual Workplace Prevention Training program.

III. DEFINITION

Workplace violence is any physical assault or acts of aggressive behavior occurring where a public employee performs any work-related duty in the course of his or her employment, including but not limited to:

- A. An attempt or threat to inflict physical injury upon an employee;
- B. Any intentional display of force which would give an employee reason to fear or expect bodily harm;

- C. Intentional and wrongful physical contact with a person without his or her consent that entails some injury;
- D. Stalking an employee with the intent of causing fear of material harm to the physical safety and health of such employee when such stalking has arisen through and in the course of employment.

IV. PROCEDURE

The goal of this policy is to promote the safety and well-being of all people in the Village workplace. All incidents of violence or threatening behavior will be responded to immediately upon notification. The Village has identified response personnel that include a member of management and an employee. All Village personnel are responsible for notifying one of the contact persons designated below of any violent incidents, threatening behavior, including threats they have witnessed or received. The Village personnel designated as contact persons are the Mayor and the Village Clerk.

Mayor Weitzner closed the Annual Meeting.

B. Public Hearing - Budget Fiscal Year June 1, 2015 to May 31, 2016

1. Mayor Weitzner opened the public hearing, duly advertised in the **March 18, 2015** *Port Washington News*, to consider the adoption of the proposed **BUDGET** for the fiscal year **June 1, 2015** through **May 31, 2016**. Budget Officer Bella presented the proposed **\$9,782,500** budget and recommended that the tax rate be **\$13.4845** 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 Cohen, seconded by Trustee Kepke, it was **RESOLVED** that the Budget for the fiscal year commencing **June 1, 2015** through **May 31, 2016**, as submitted by the Budget Officer, be and hereby is approved.

	Adopted 2015/16 Budget
Income	
1001 · Real Property Taxes	1,297,000
1090 · Interest & Penalties	4,500
1130 · Utilities Gross Receipts Tax	
.01 · Key Span/LIPA	60,000
.02 · Verizon	9,000
.03 · Vonage	50
.25 · Cable (telephone)	-
.35 · AT&T	50
.95 · Other	1,500
1170 · Cable Franchise	44,000
1255 · Clerk Fees	200
2110 · Zoning Board Fees	
General	-
2115 · Planning Board Fees	1,500
2401 · Interest and Earnings	
000 · Village	500
100 · T&A Interest	-
2555 · Building/Alteration Permits	45,000
2560 · Street Opening Permits	3,000
2590 · Permits -Other	
.200 · Alarm permits	200
.300 · Pool permits	2,000
.400 · Fence permits	1,500
2590 · Permits -Other - Other	5,000

2610 · Fines	15,000
2660 · Sale of Real Property	6,300,000
2665 · Insurance Recoveries	-
2701 · Refund of Expenditures	-
2705 · Gifts and Donations	2,000
3001 · St Aid, Revenue Sharing	20,000
3005 · St Aid, Mortgage Tax	50,000
3089 · St Aid, Other	
101 · Grant-Parks-Baywalk Ph. II	500,000
103 - Grant - D.O.S.	505,000
104 - Grant-Town NH - Baywalk	250,000
105 · Grant-Dept Trans, Pleasant Ave	150,000
110 - County Roads -Grant	20,000
113 · JCAP 2015 Court Grant	-
3089 · St Aid, Other - Other	-
3501 · St Aid, CHIPS	33,500
Total Income	<u>9,320,500</u>
Expense	
10101 · Bd of Trustees -Pers Service	6,000
11101 · Vill Court Clerk - Pers Service	10,000
11104 · Municipal Court - Cont Expense	
Prosecutor	12,000
Training/Dues	1,200
Village Justice Court	500
11104 · Municipal Court - Cont Expense - Other	
12101 · Mayor - Pers Service	2,500
13204 · Auditor - Cont Expense	
Auditor	9,000
Fixed Asset Appraisal	850
13251 · Treasurer - Pers Service	30,600
14101 · Clerk - Pers Service	
Dep Vill Clerk - Pers Service	56,340
Vlg Clerk/Assessor - Pers. Serv	74,457
14101 · Clerk - Pers Service - Other	-
14204 · Law, Contr Expense	
Attorney Fees/Expense	42,500
Legal publications	1,950
Tax Cert/Assess Consult	10,000
14501 · Elections - Pers Service	1,450
14504 · Village Election - Expense	1,000
16204 · Village Hall - Operations	
Bank Charges	1,050
Copy Machine	4,000
Electric /Gas/Water	-
Grant Writing	-
Legal Ads	150
Miscellaneous	500
Newsletter	4,000
Office Expense	11,000
Office Supplies	2,500
Postage/Delivery	4,500
Printing/Copying	2,100
Rent	65,000
Generator & Monthly Maint.	2,000
Seminars/Conferences	800
Steno Service	1,500
Lease Phone System	2,100
Telephone/Internet	7,700
Temp Help	5,000
16204 · Village Hall - Operations - Other	-
16802 · Computer Hardware/Software	5,000

16804 · Central Data Process, Contr Exp	
Computer, Online Service	-
Computer, Web Hosting	250
Computer,Repairs/Maintenance	6,000
Payroll Expense	2,000
16804 · Central Data Process, Contr Exp - Other	-
19104 · Insurance	22,600
19204 · Municipal Assoc Dues	4,000
19304 · Tax Cert, Judgements & Claims	50,000
19404 · Settlements & Claims	35,000
19504 · Taxes on Property - Sewer Tax	1,000
19809 · Other	-
19904 · Contingent Account	104,255
34104 · Fire - Contr Expense	
Fire Dept - Inc. Award Programs	382,416
Fire Dept - Workers' Comp	24,000
36201 · Safety Inspection - Per Service	
Superintendent of Buildings	71,047
Building Inspector	26,147
36201 · Safety Inspection - Per Service - Other	-
36204 · Safety Inspector - Contr Exp.	250
39894 · Other Public Safety	4,100
50200 · Engineers & Consultants	9,000
50204 · Engineering - Contr Expense	
· Grant-Parks-Baywalk Ph. II	1,505,000
· Grant-Dept Trans, Pleasant Ave	150,000
· County Roads -Grant	20,000
50204 - Eng. Other Exp.	
51101 · Maint of Strs, Supt Highways	23,029
51102 · St Maint-Vehicle/Equip Purchase	
51104 · Maint Sts - Cont Expense	
Regular Street Maint	101,500
Storm Drain Maintenance	21,000
Emergency Road Maintenance	20,000
Street Sign Maintenance	6,300
Street Sweeping	25,400
Thermoplastic & Other Markings	2,325
Traffic Sign Maintenance	3,500
Tree Wk Prev Maint Roads	25,000
Vehicle Maintenance	5,000
Vil Entrance Sign Maintenance	2,500
51104 · Maint Sts - Cont Expense - Other	-
51424 · Snow Removal	
Contingency	20,000
Plowing/Labor	90,000
Sand and Salt	20,000
51424 · Snow Removal - Other	-
51824 · Street Lightling	
Electric	15,000
Maintenance	25,000
Pole Rental	1,000
51824 · Street Lightling - Other	-
54104 · Sidewalks - Contr Expense	40,000
71402 · Playground/Rec Centers	
Park Land Drainage System	350,000
Land Acquisition	5,950,000
71500 Village Hall Moving/Equip	-
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	29,000
90308 · Payroll Tax Expense	25,000
90408 · Worker's Compensation	10,000
90608 · Health Insurance	78,000
91898 · Payroll Tax Expense-	1,000
Total Expense	<u>9,782,500</u>
Net Income	<u>-462,000</u>

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

3. On motion of Trustee Cohen, seconded by Trustee Kepke, it was RESOLVED that for the fiscal year **June 1, 2015** through **May 31, 2016** 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 **\$13.4845** 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 Kepke-aye, Trustee Malatino-aye, Trustee Scheff-aye, Mayor Weitzner-aye. Motion carried.

4. On motion of Trustee Malatino, seconded by Trustee Kepke, 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 **\$1,297,000** for the purposes set forth in a budget heretofore adopted for the fiscal year **June 1, 2015 to May 31, 2016**, 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, 2015**, 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, 2016**; 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 1, 2015**

Seal

Robert S. Weitzner, Mayor

In witness whereof, I have hereunto set my hand as Clerk of the above Village this **1st day of April 2015**.

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

e. On motion of Trustee Malatino, seconded by Trustee Scheff, it was unanimously
RESOLVED that the **annual salaries** effective **June 1, 2015** for the officials be and hereby are as follows:

Mayor	\$2,500	Treasurer	\$30,600	Supt. of Buildings	\$90.72/hr
Trustees	6,000	Clerk	74,457	Building Inspector	45.30/hr
Planning Board	3,335	Deputy Clerk	56,340	Clerk to Village Justice	50.00/hr
Board Appeals	3,000	Supt Public Wks	23,029	Spec'l Vill. Prosecutor	200.00/hr

C. Regular Meeting

1. Clerk

a. On motion of Trustee Cohen, seconded by Trustee Scheff, it was unanimously
RESOLVED that the reading of the minutes of the meeting of the Board of Trustees of February 4, 2015 be waived and that they be and hereby are approved as prepared by Clerk Torrisi.

b. On motion of Trustee Kepke, 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 **2014** 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 **2015** but not later than July 31, **2015** 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 **9th** day of **June 2015** at 12:00 noon at the Village Hall, 3 Pleasant Avenue, Port Washington, New York, parcels of real estate to discharge taxes as assessments for the fiscal year ending May 31, **2014**, fees, interest and charges which may be due thereon at the time of such sale.

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

2. Treasurer

a. On motion of Trustee Cohen, seconded by Trustee Scheff, it was unanimously
RESOLVED that the reading of the General Fund Abstract of Vouchers #160, totaling \$103,288.16, and the Trust & Agency Abstract of Vouchers #109, totalling \$245.00, be waived and that they be and hereby are approved as prepared by Treasurer Bella.

b. On motion of Trustee Kepke, seconded by Trustee Scheff, it was unanimously
RESOLVED that the Budget Report as of February 28, 2015, showing the General Fund Balance to be \$1,564,185.75 and the Trust & Agency Fund Balance to be \$1.03, and the budget modification contained therein, be and hereby are accepted as prepared by Treasurer Bella.

c. Trustee Scheff stated that he reviewed the bank statement reconciliations for February 2015.

3. Reports

a. Public Works

Upon complaint by Paula Quinn of 5 Morgan Place, the resident of 31 Mill Pond Road will be requested to top off and trim the bush at the corner of Mill Pond Road and Morgan Place so that there will be a clear sight line for vehicles making a left turn to exit Morgan Place onto Mill Pond Road. On motion of Trustee Cohen, seconded by Trustee Scheff, it was unanimously RESOLVED that the Public Works Department report for the month of March 2015 be and hereby is accepted as presented by Superintendent Novinski.

b. Building Department

On motion of Trustee Kepke, seconded by Trustee Scheff, it was unanimously RESOLVED that the Building Department reports for March 2015 be and hereby are accepted as submitted by Superintendent Barbach and Inspector Lauria.

c. Emergency Management & Traffic Safety

Mayor Weitzner announced that the Village will be jointly hosting a Safety Forum with the Port Washington Police on April 15th at the Village Hall. On motion of Trustee Kepke, seconded by Trustee Scheff, it was unanimously RESOLVED that the Emergency Management and Traffic Safety reports for the month of March 2015 be and hereby are accepted.

d. Beautification

On motion of Trustee Cohen, seconded by Trustee Scheff, it was unanimously RESOLVED that the Beautification report for the month of March 2015 be and hereby is accepted as presented by Commissioner Roth.

e. Justice Court

The Board accepted the Justice Court report for February 2015 submitted by Court Clerk Kropacek.

4. Business

a. Emergency Pot Hole Repairs

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

WHEREAS the Village of Port Washington North experienced unusually severe weather in the winter of 2014/2015, which caused the unexpected creation of excessive pot holes on Village roads; and

WHEREAS the Board of Trustees is desirous of maintaining all Village roads in good and safe condition and, therefore, considers the current pot hole condition to be an emergency situation; and

WHEREAS American Paving, the company with which the Village contracts for road repairs, does not have hot box equipment; NOW, THEREFORE, BE IT

RESOLVED that the Village engages the services of Stasi Brothers Asphalt to conduct emergency repairs of pot holes at various locations on Village roads to be directed by Superintendent of Public Works Ronald Novinski, at a cost not to exceed \$6,000.00.

b. Radcliff Avenue Street Light Relocation

On motion of Trustee Scheff, seconded by Trustee Cohen, it was unanimously RESOLVED that Ankers Electric be engaged to conduct underground drilling on lower Radcliff Avenue for the purpose of relocating street lights, at a cost not to exceed \$8,700.00.

c. Third Party Collateral Agreement

On motion of Trustee Cohen, seconded by Trustee Scheff, it was unanimously RESOLVED that the Village enter into a third party collateral agreement with JP Morgan Chase Bank, dated March 3, 2015.

d. Crime Insurance Policy Renewal

On motion of Trustee Kepke, seconded by Trustee Cohen, it was unanimously RESOLVED that Risk Strategies Company is authorized to secure government crime account insurance on behalf of the Village for the period May 25, 2015 to May 25, 2016, at a cost not to exceed \$595.00.

e. 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 , at a cost not to exceed \$9,000.00, for the provision of engineering services to file the New York State Stormwater Management MS4 Annual Report for 2014-2015 as more particularly set forth in a written proposal dated March 10, 2015, to wit:

Prepare MS4 Annual Report	\$3,500.00
Technical Assistance on MS4 Program	\$4,000.00 (hourly not to exceed)
Due Diligence Phase	\$1,500.00 (lump sum)

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

f. Attorney for Tax Certioraris, SCARs & Commercial Assessments

On motion of Trustee Kepke, seconded by Trustee Cohen, 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 non-residential 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; market analysis \$100.00 per case; negotiations \$150.00 per hour (no charge to the Village for building department/permit research). This contract is for one year ending April 2016, except that either party may terminate the contract at any time.

g. ESRI Arc GIS Maintenance Agreement

On motion of Trustee Scheff, seconded by Trustee Kepke, it was unanimously RESOLVED that the Village of Port Washington North enter into an agreement with ESRI for ArcView GIS maintenance services for a one-year period commencing June 15, 2015 at a cost not to exceed \$395.00, as more particularly set forth in a written proposal dated March 16, 2015.

h. Snow Emergency Parking Regulations

Mayor Weitzner read aloud a letter from Port Washington Fire Department Chief Brian Waterson regarding parking regulations on Village roads during a snow emergency.

5. Executive Session

On motion of Trustee Cohen, seconded by Trustee Kepke, it was unanimously RESOLVED that the Board enter into executive session to discuss litigation with counsel.

On motion of Trustee Scheff, seconded by Trustee Cohen, it was unanimously RESOLVED that the executive session be adjourned and the regular meeting be reconvened.

Mayor Weitzner stated that no business was conducted in executive session.

On motion of Trustee Cohen, seconded by Trustee Scheff, it was unanimously RESOLVED that the meeting be and hereby is adjourned at 11:00 p.m.

Palma Torrisi, Village Clerk