

Garden City Board of Trustees Action: June 16, 2016

The Garden City Board of Trustees convened at a regularly scheduled meeting on Thursday, June 16, 2016 at 8:00 p.m. and took the following action:

Firefighter Approval

Trustees approved the following volunteer firefighters: Michael Dempsey and Joseph Cestare.

Approval of Minutes

Trustees approved minutes of the following meeting: June 2, 2016.

Formal Agenda

Final Site Plan Approval:

The Board granted final site plan approval for Fairchild Sons Funeral Home, located at 1201 Franklin Avenue, to install two new three foot by six foot eight inch awnings along Twelfth Street. A license agreement is required between Fairchild Sons Funeral Home and the Village for the two proposed awnings.

Consent Calendar

Public Works

SEQR:

The Board approved a bond resolution authorizing the acquisition of various equipment needed within the Department of Public Works.

Additional Contract Work:

The Board approved \$2,150,000 in additional contract work for Pratt Brothers, Inc. to perform on roads, curbs and sidewalks. This will increase the previously approved contract. Funds are available in various capital budget accounts.

Engagement of Vendor:

The Board engaged the Tierney and Courtney Overhead Door Company at an updated hourly rate of \$88.47 for the emergency repair of the Village's garage doors. This is the prevailing wage.

Engagement of Cleaning Service:

The Board engaged Above N Beyond Office Cleaning, LLC to clean Village Hall at the rate of \$1,250 per month for three days a week to start not to exceed \$25,000 a year. The terms are June 20, 2016 - May 31, 2017. This can be extended by the Village for an additional three months if necessary and can be terminated at any time by the Village.

Professional Service Renewal of Hourly Rates:

The Board approved updated hourly rates for Bowne Management Systems, Inc. with regard to GIS work. These rates are on file in the Public Works office.

Professional Service Renewal of Hourly Rates:

The Board approved updated hourly rates for H2M, the Village's water consultant. These rates are on file in the Public Works Office.

Professional Service Renewal of Hourly Rates:

The Board approved updated hourly rates for Pace Analytical Services, Inc. with regard to laboratory analytical services. Water testing is required by Nassau County and New York State Health Departments. Rates are on file in the Public Works Office.

Engagement of Cleaning Service:

The Board engaged RAD Cleaning Service to clean Village Hall for \$1,400 per month. The service contract was extended from June 1-17, 2016. This is prorated.

Finance

Bond Resolution:

The Board adopted a bond resolution for the purchase of Department of Public Works equipment in the amount of \$1,125,000.

Appropriation of Termination Reserve:

The Board appropriated \$102,503.10 from Reserve for Compensated Absences to Termination Payout to fund the contractual payment for retiring employees from the Reserve maintained for that purpose.

Invoice Payment:

The Board approved the following invoice payment:

- \$2,000 to Bee Ready Fishbein Hatter & Donovan, LLP for reimbursement of invoices for The Center for Municipal Solutions (Crown Castle - Right of Way) for the month of May 2016.

Appropriation of Police Reserve:

The Board appropriated \$38,692.98 to CPLR program expenses in the 2016-17 Fiscal Year. Under New York State Civil Practice Law, certain funds received from forfeiture of assets are restricted to fund "unbudgeted" police expenditures. At the close of Fiscal Year 2015-2016, the Village had \$38,692.98 held in Reserve. These funds are restricted under this statute and the Board authorized the appropriation.

Fund Transfers (2015-2016 Fiscal Year Budget):

The Board approved the following fund transfers for the 2015-16 Fiscal Year budget:

- \$900 from Building Maintenance of Plant to Central Garage-Maintenance of Equipment to fund additional maintenance required on the Central Garage.

- \$700 from Building-Maintenance of Plant to Central Garage-Materials and Supplies to cover charges for Grainger, Aboffs, General Welding and Drug Testing.
- \$9,000 from Street Lighting-Contractual Services to Street Maintenance-Materials and Supplies for additional road repairs due to winter damage.
- \$4,255 total amount requested: \$3,255 from Street Lighting - Maintenance of Plant, and \$1,000 from Street Lighting - Contractual Services, to Street Maintenance – Maintenance of Equipment to fund additional maintenance on Street Department trucks.
- \$4,778.90 from Storm Sewers-Regular Salary to Engineer-Regular Salary due to salary shortfall.
- \$5,232.20 from Recycling-Regular Salary to Central Garage-Regular Salary due to salary shortfall.
- \$6,737.86 from Recycling-Regular Salary to Street Administration-Regular Salary due to salary shortfall.
- \$2,650.18 from Sanitary Sewers-Regular Salary to Street Maintenance-Regular Salary due to salary shortfall.
- \$380.02 from Storm Sewers-Regular Salary to Street Maintenance-Overtime due to salary shortfall.
- \$9.68 from Storm Sewers-Regular Salary to Snow Removal-Regular Salary due to salary shortfall.
- \$176.36 from Sanitary Sewers-Regular Salary to Street Lighting-Regular Salary due to salary shortfall.
- \$171.50 from Sanitary Sewers-Regular Salary to Street Cleaning-Regular Salary due to salary shortfall.
- \$6,990.47 from Recycling-Regular Salary to Street Cleaning-Regular Salary due to salary shortfall.
- \$3,000 from Building-Maintenance of Plant to Central Garage-Maintenance of Plant to fund repair bills for overhead doors at the Village Yard.
- \$1,190.66 from Sanitary Sewers-Electricity to Central Garage-Electricity to fund higher electric bills than budgeted.

- \$11,900 from Street Lighting-Contractual Services to Storm Sewers-Materials and Supplies to fund additional work orders for the Spring storm sewer installations.
- \$1,000 from Sanitary Sewers-Electricity to Storm Sewers-Materials and Supplies to fund additional work orders for the spring storm sewer installations.
- \$8,500 from Refuse and Garbage-Gas and Oil to Street Maintenance-Materials and Supplies to fund additional materials and supplies.
- \$48,450 total amount requested: \$30,000 from Purification-Regular Salary and \$18,450 from Transmission and Distribution-Regular Salary to Water Administration Regular Salary to fund employees from Water Distribution and Purification paid out of Water Administration.
- \$66,187.59 from Fire-Regular Salary to Refuse and Garbage-Regular Salary to fund part-time staff replacement due to Personnel out on sick leave.
- \$6,473.93 from Fire-Regular Salary to Street Cleaning-Regular Salary to fund current payroll that has exceeded budget amount.
- \$7,190.28 from Fire-Regular Salary to Refuse and Garbage-Overtime to fund overtime required due to employee absences.
- \$1,892.61 from Building-Maintenance of Plant to Central Garage-Natural Gas to fund higher than budgeted gas bills.
- \$8,141 from Safety Inspection-Contractual Services to Safety Inspection-Regular Salary to fund an overlap in salary between previous Building Superintendent and current Superintendent prior to retirement.
- \$9,658.88 from Contingent to Safety-Inspection-Regular Salary to fund an overlap in salary between previous Building Superintendent and current Superintendent prior to retirement.
- \$20,000 total amount requested: \$10,000 from Recreation-Electricity and \$10,000 from Recreation-Natural Gas to Recreation-Operations Staff to fund extra staffing needed for programs.
- \$2,213 total amount requested: \$500 from Pool-DPW Labor, \$1,000 from Pool-Treasurer and DPW-Clerk, \$435 from Pool-Fuel and \$278 from Pool-Ice Cream Products to Pool Operations Staff to fund extra staffing required for the Pool opening.

- \$57,101.01 total amount requested: \$39,159 from Payment to State for Retirement and \$17,942.01 from Payment to State for Social Security to Fire and Police Retirement Benefits to cover underfunded budget.

Transfer of Funds (2016-2017 Fiscal Year Budget):

- \$165,150 from Police-Holiday Pay to Contingent to repay year three of the Retirement Benefit Loan.
- \$130,000 from Serial Bond Debt Service to Contingent to repay year one of the LED Project Loan.
- \$30,000 from Clerk-Treasurer-Regular Salary to Clerk-Treasurer-Consultant Fees to fund a temporary accountant from the open Accountant position.
- \$30,000 from Contingent to Law-Consultant Fees to fund the firm of Beveridge & Diamond for legal services in connection with the LIRR Third Track Project, as approved at the Board of Trustees Meeting of June 2, 2016.
- \$22,500 from Contingent to Clerk Treasurer-Regular Salary to fund a salary adjustment. *(See related item under Finance on the Consent Calendar)*
- \$20,000 from Contingent to Safety Inspection-Regular Salary to fund a salary adjustment. *(See related item under Building Department on the Consent Calendar)*

Sick Leave

The Board approved sick leave for nine employees in the Police (5) and Public Works (4) Departments.

Personnel

Salary and Wage Increment - Managerial Employee:

The Board approved a salary adjustment for one member (Court Clerk) of the non-union workforce based upon the terms and conditions of the CSEA Supervisory Contract.

Executive Staff Compensation:

The Board approved salary adjustments for the Village Treasurer and Superintendent of Building, effective June 1, 2016.

Village Counsel

Resolution:

The Board approved a resolution authorizing the Village Administrator to provide to other appropriate governmental agencies a Notice of Intent to designate Garden City as "lead agency" under the SEQRA process for OTO Development's request for preliminary site plan approval, special use

permit approval and zoning amendment to permit the construction of a 163-room hotel located off of Roosevelt Field Ring Road in the C-R zoning district.

Recreation

Additional Contract Work:

The Board approved additional contract work regarding the Community Park field renovation project. Anker's Electric Service, Inc. will perform the work. During the excavation phase, it was discovered that the old electrical system powering the athletic field lights was in a greatly degraded condition and lacked proper grounding. The cost to replace the existing electrical system, including the addition of electrical outlets at each backstop, is not to exceed \$128,000. This additional work increased the previously authorized project budget from \$1,859,139 to \$1,987,139.99.

Additional Contract Work:

The Board approved \$4,800 in additional spring tree and shrub planting. The Northport Tree Company will perform the work. Since early March when the tree-planting list was finalized for bid preparation, seven other trees throughout the Village were removed due to declining condition and another eight trees are in need of replacement in the pool parking area. Fifteen trees will be purchased. This will complete the spring 2016 planting and will reflect a savings of \$5,575 from original \$50,000 estimate.

Fire

Agreement:

The Board approved an agreement with M. J. Barney Corporation, d/b/a, Long Island Fire Technology to provide commercial building inspection services and fire pre-planning services for the Garden City Fire Department through May 31, 2017 for a total cost of \$36,000.

Discussion: Elevated Water Storage Tank:

Trustees discussed costs for the rehabilitation and/or replacement of the elevated water storage tank on Old Country Road. Though no formal vote was taken, the Board unanimously agreed it made more economical sense to replace the tank. The next steps include formally engaging the consulting firm of H2M.

Executive Session

The Board entered into an executive session to discuss a matter of real estate and to also seek an opinion of counsel.

The next Board of Trustees meeting is scheduled for Thursday, July 21, 2016 at 8 p.m. at Village Hall.