

Garden City Board of Trustees Action: July 21, 2016

The Garden City Board of Trustees convened at a regularly scheduled meeting on Thursday, July 21, 2016 at 8:00 p.m. and took the following action:

Oath of Office: Police Officer Matthew Baard

Trustee Stephen Makrinos administered the oath of office to new Police Officer Matthew Baard, who has been a member of the Garden City Police Department since August 2013, serving as Police Communications Operator. Mr. Baard attended Hofstra University, graduating with a Bachelor's degree in psychology and a Master's degree in counseling. He previously worked for the Nassau County Department of Parks and Recreation.

Firefighter Approval: Christopher Manzano

Trustees approved the following volunteer firefighter: Christopher Manzano.

Public Hearing: Affordable Housing Density Bonus

Trustees held a public hearing on a proposed local law to establish and regulate an affordable housing density bonus. After hearing no comments from the audience, trustees unanimously adopted the law, which takes effect immediately. The purpose of the Affordable Housing Density Bonus is to comply with and codify applicable requirements of federal and State law, and the judgement of the United States District Court, Eastern District of New York, with regards to the MHANY case.

Approval of Minutes

- Trustees approved the minutes of the June 16, 2016 meeting.
- Trustees, with the exception of John DeMaro and Stephen Makrinos, who did not attend the special meeting, approved the minutes of the June 28, 2016.

Treasurer's Report

Village Treasurer Irene Woo provided the Treasurer's Report, which the Board approved. Report highlights include:

As of May 31, 2016, the Village's cash balance totaled \$21,033,000. Money market accounts have a balance of \$10,626,000.

Preliminary General Fund operating expenses are 4 percent favorable to the modified budget and General Fund operating revenues are 3 percent favorable to the modified budget.

Formal Agenda

Appointment, Environmental Advisory Board:

Trustees approved the appointment of Evelyn Fasano to serve on the Environmental Advisory Board. Ms. Fasano will replace the expired term of Benjamin H. Mahler for a term to expire on April 6, 2020.

Appointment, Village Auditor:

Trustees approved the appointment of Courtney L. Rutt Rosenblatt as Village Auditor, effective July 29, 2016 (or upon Civil Service approval) for the balance of the official year, ending on April 3, 2017.

Final Site Plan Approval:

Trustees granted final site plan approval to Treeline 100-400 LLC for a minor subdivision of land within the Garden City Plaza complex to effectuate a conveyance of the Maggiano's Restaurant property, which is located at 600 Garden City Plaza.

Proposed Local Law Regarding Generators:

Trustees set the date for a public hearing on a proposed local law to amend Chapter 200 of the Village Code regarding zoning (generators).

Proposed Local Law Regarding Bamboo:

Trustees set the date for a public hearing on a proposed local law to amend Chapter 61 of the Village Code regarding bamboo.

Consent Calendar

Public Works:

SEQR:

Trustees declared a negative declaration for a bond resolution authorizing the relining of various sanitary sewers and the repair of manholes based on TV inspection of the sewers. This project also includes the replacement of sewer pumping station pumps and grinder pump replacement costs. The Board intends to act as lead agency in the review of this unlisted action.

Bond Resolution:

Trustees approved a \$200,000 bond resolution authorizing various sewer repairs and the relining of manholes throughout the Village. This project also includes the replacement of sewer pumping station pumps and grinder pump replacement costs. The project life is 20 years.

SEQR:

Trustees declared a negative declaration for a bond resolution authorizing the replacement of the remaining old meters in the system. New meters will include a radio which would allow the meters to be read via a fixed system that would directly download to the water billing software. The Board intends to act as lead agency in the review of this unlisted action.

Bond Resolution:

Trustees approved a bond resolution authorizing the continuation of the water meter replacement program, including a radio read system, in the amount of \$150,000. Nearly 4,000 meters must be replaced throughout the Village; approximately 1,300 have already been replaced.

SEQR:

Trustees declared a negative declaration for a bond resolution authorizing the preparation of plans and specifications in connection with proposed improvements to the Community Park Multi-Use Field plans and specifications. The Board intends to act as lead agency in the review of this unlisted action. *See related item under Recreation*

Bond Resolution:

Trustees approved a bond resolution authorizing the preparation of plans and specifications, to be provided by Cameron Engineering, for the Community Park Multi-Use Field in the amount of \$70,400. This is for the design phase of the Multi-Use Field at Community Park. *See related item under Recreation*

Additional Service Work:

Trustees approved \$10,000 in additional service work for the removal of broken asphalt. Stasi Brothers Asphalt Corp. of Westbury will perform the work. The original approved contract amount totaled \$14,000. This additional funding will pay their current invoice for the disposal of additional broken asphalt and will be funded by the Refuse and Garbage Account.

Water Main Installation:

- Amend the Water Main Installation Contract:

Trustees amended the contract amount with Bancker Construction from the approved \$1,668,225 amount to \$1,823,716 due to additional work needed by the Village. The difference between the authorized bond resolution of \$1,471,355 and the total water main project cost of \$1,823,716 (\$352,361) will be funded by the Water Fund. This is required since the bonds have already been issued and cannot be amended per Bond Counsel.

- Additional Contract Work - Water Main Installation:

Trustees approved \$155,490.60 in additional contract work to be performed by Banker Construction. During the construction of the water mains on Fourth Street, Magnolia Avenue and Carteret Place, additional temporary asphalt and base asphalt was required due to utility conflicts with the installation of the water mains. Lead and galvanized services were replaced during the installation of the water mains with copper services to avoid having to open the road in the future. In addition, the tie in work was more extensive than estimated.

Engagement of Professional Services:

Trustees engaged the professional services of H2M Water for a total cost of \$162,500 to prepare plans and specifications for the design of a new elevated water storage tank at the existing location at Maria Lane and Old Country Road. A total of \$150,000 was budgeted in the Capital Plan; the remainder will be funded by the Water Fund.

Additional Architectural Fees:

Trustees approved \$9,273.33 in additional architectural fees for WSJS Architects with regards to the Garden City Fire Department Renovation Project. The approved amount for the architect fees was \$79,500; this increase brings the total cost to \$88,773.33. This is an increase

from the authorized project budget.

Engagement of Professional Services:

Trustees engaged the professional services of H2M Water for a total cost of \$39,800 to prepare plans and specifications and construction management for the updating of the Water System, SCADA (Supervisory Control and Data Acquisition), for the operation of Village wells.

Water Equipment Maintenance Contract:

Trustees approved a \$6,152 water equipment maintenance contract with Hach, Inc. to perform chlorine analyzer, ph probe and nitrate analyzer semi-annual maintenance. The chlorine analyzers monitor chlorine levels at the Village wells. The ph probes maintain the ph levels at the Village wells. The nitrate analyzers monitor the nitrate levels at the Clinton Road Well. Hach, Inc. will calibrate the analyzers and monitor two times a year and respond to equipment need adjustments.

Finance

Payment of Invoices:

- \$9,214.30 to Sive, Paget & Riesel, P.C. for work done May 1-31, 2016 on the Remedial Cost Recovery for Groundwater Containment at Village Water Wells 13 and 14 in conjunction with litigation against Genesco.
- \$57,658.63 to Cullen and Dykman. This billing reflects their quarterly invoice ending May 31, 2016, which includes items such as general transition legal services, general tax certiorari proceedings, small claims tax assessment procedures.
- \$4,050 to Meyer, Suozzi, English & Klein, P.C. for legal services rendered through May 31, 2016 to provide legal expertise for zoning change applications.
- \$3,115 to Reynolds, Caronia, Gianelli & LaPinta, P.C. (Anthony LaPinta, Fair Housing Compliance Officer) for professional services rendered May 1-31, 2016 with respect to the legal issues as the Fair Housing Compliance Officer with regard to MHANY Management Inc. and the ACORN Litigation.
- \$11,440.50 to Bee Ready Fishbein Hatter & Donovan, LLP for reimbursement of invoices from May 1-31, 2016 of invoices for Epoch 5.
- \$1,300.84 for Bee Ready Fishbein Hatter & Donovan, LLP for reimbursement of invoices from May 1-31, 2016 for Crown Castle (Right of Way).
- \$24,774 to Bond, Schoeneck & King, PLLC for work and disbursements for May 1-31, 2016 with respect to legal services for general labor matters.

Bond Resolution:

Trustees approved the refunding of 2006 and 2008 Serial Bonds in the amount of \$3,300,000, which results in approximately \$128,000 in debt service savings per the Refunding Financial Plan provided by the Village's fiscal advisor.

Appropriation of Termination Reserve:

Trustees authorized the appropriation of \$78,934.37 from Reserve for Compensated Absences to Termination Payout for payments to four employees from the Reserve maintained for that purpose.

Transfer of Funds (2015-2016 Budget)

- \$10,000 from Street Lighting-Contractual Services to Refuse and Garbage-Contractual Services to cover invoice for broken asphalt removal from Village Yard.
- \$4,230 total amount requested: \$2,230 from Street Lighting-Maintenance of Plant and \$2,000 from Street Lighting-Contractual Services to Street Maintenance-Maintenance of Equipment to fund additional maintenance on Street Department trucks.
- \$1,892.61 total amount requested: \$1,255.85 from Central Garage-Maintenance of Plant and \$636.76 from Engineer-Printing, Postage and Stationery to Central Garage-Natural Gas due to cold winter for heating the garage.
- \$1,316.65 from Parks-Materials and Supplies to Parks-Equipment to fund the purchase of three benches for the Parks Department.

The following transfers are needed to cover Salary related expenses:

- \$2,086.28 from Street Administration-Telephone to Engineer - Regular.
- \$999.37 from Building-Electricity to Building-Regular.
- \$201.45 from Building-Materials and Supplies to Building-Overtime.
- \$10,786.52 from Storm Sewers-Material and Supplies to Central Garage-Regular.
- \$388.23 from Central Garage-Maintenance of Equipment to Central Garage-Overtime.
- \$458.32 from Central Data Processing-Purchase of Software to Central Data Processing-Regular.
- \$27.43 from Central Data Processing-Maintenance of Software to Central Data Processing-Overtime.
- \$4,515.70 from MTA Payroll Tax to Safety Inspection-Regular.
- \$2,038.57 from Street Administration-Telephone to Street Administration-Regular.
- \$8,527.86 from Street Lighting-Electricity to Street Maintenance-Regular.
- \$216.01 from Refuse and Garbage-Travel and Training to Street Maintenance Overtime.
- \$21.60 from Street Maintenance-Gas and Oil to Street Maintenance-Night Differential.
- \$2,073.30 from Building-Water to Snow Removal-Regular.
- \$2,030.57 from Street Lighting-Maintenance of Plant to Street Lighting-Regular.
- \$2,178.07 from Sanitary Sewers-Contractual Services to Sanitary Sewers-Regular.
- \$119.67 from Sanitary Sewers-Water to Sanitary Sewers-Overtime.
- \$3.24 from Sanitary Sewers-Water to Sanitary Sewers-Night Differential.
- \$1,518.80 from Account No. 0A8140.4010-Storm Sewers-Materials and Supplies to Storm Sewers-Regular.
- \$22,678.34 total amount requested: \$5,042.45 from Sanitary Sewers-Electricity and \$17,635.89 from Street Lighting-Contractual Services to Refuse and Garbage Regular.
- \$5,415.55 total amount requested: \$404.66 from Recycling-Uniforms, \$963.47 from Refuse and Garbage-Uniforms, \$675.76 from Refuse and Garbage-County and Town Services, \$364.06 from Refuse and Garbage-Gas and Oil, \$352.26 from Refuse and Garbage-Printing, Postage and Stationery and \$2,655.34 from Sanitary Sewers-Electricity to Refuse and Garbage-Overtime.
- \$5,853.29 total amount requested: \$4,544.61 from Recycling-Gas and Oil and \$1,308.68 from Recycling-Maintenance of Equipment to Street Cleaning-Regular.
- \$3,448.27 from Recycling-Gas and Oil to Recycling-Regular.
- \$4,904.61 from Source of Supply, Power and Pump-Regular to Water Administration-Regular.
- \$4.82 from Purification-Overtime to Water Administration-Overtime.
- \$0.14 from Water Administration-Water to Water Administration-Retroactive Payment.
- \$3,158.75 from Source of Supply, Power and Pump-Regular to Transmission and Distribution-Regular.
- \$3,439.23 from Purification-Overtime to Transmission and Distribution-Overtime.
- \$7.56 from Transmission and Distribution-Gas and Oil to Transmission and

Distribution-Night Differential.

- \$2,241.02 from Recreation-Maintenance of Plant to Recreation-Overtime.
- \$6,321.88 from Recreation-Electricity to Recreation-Administrative Services.
- \$2,250.51 from Recreation-Maintenance of Plant to Recreation-Maintenance Services.
- \$969.51 from Recreation-Maintenance of Plant to Recreation-Special Program Service-Part Time.
- \$1,735.47 from Swimming Pool-Water to Swimming Pool-Overtime.
- \$2,138.73 from Swimming Pool-Water to Swimming Pool-Operational Staff.
- \$1,346.90 from Swimming Pool-Telephone to Swimming Pool-Treasurer and DPW-Clerk.
- \$522.07 from Health and Dental Insurance to Social Security.
- \$475.19 from Health and Dental Insurance to Bond Interest.

Sick Leave

Trustees approved sick leave for eight employees in the Police (5), Recreation (1) and Public Works (2) Departments.

Personnel

Executive Staff Compensation:

Trustees approved a salary adjustment for Police Commissioner Kenneth Jackson, effective June 1, 2016. This is in conformity with past practice to match the Police Union contract of a 2.5 percent increase for the 2016/17 year.

Fire

Engagement of Cleaning Service:

Trustees engaged the cleaning services of Above N Beyond Office Cleaning, LLC for a total cost of \$5,400 to clean Fire Headquarters at the rate of \$480 a month (for the remainder of the 2016/17 fiscal budget year).

Engagement of Cleaning Service:

Trustees engaged the cleaning services of Above N Beyond Office Cleaning, LLC to strip/wax and maintain the newly installed vinyl tile flooring four times a year at a cost of \$3,400.

Additional Contract Work:

Trustees approved \$1,935 in additional contract work at Garden City Fire Headquarters for an additional item - a Manitowas Ice Maker with bin. A work counter was unable to fit through the door openings at Fire Headquarters. This substitution resulted in a decrease of \$1,940 which in turn will now be used to purchase the ice machine.

Recreation

Professional Service Agreement:

Trustees approved a professional service agreement with Steve Dassa Entertainment, a talent consultant, for a total cost of \$9,000. Under the terms of the agreement, the consultant will receive 10 percent of the overall cost of each entertainment group the Village retains through the consultant. This year musical acts and/or performers will be retained for events at the Pool (1), Gazebo (1) and the Senior Center (7). All other performances are booked directly with the entertainers.

Professional Contract Renewal:

Trustees approved a professional contract renewal with Facility Dude, a facility management program, for \$4,900. This program allows the Maintenance Services Division to continue to track resources required to complete daily tasks. This program has improved the work order and planned maintenance system with a centralized control point and this system also supports the Strategic Plan goal to improve playing conditions on all natural turf athletic fields

with the establishment of planned cultural practices, an improved fertility program and more timely maintenance on all fields.

Cooperative Purchasing Membership:

Trustees approved membership with the Keystone Purchasing Network, a cooperative organization, in order to procure, with favorable pricing, two portable pitchers mounds for the Community Park Field Improvement Project.

Procurement of Pitchers Mounds:

Trustees approved the purchase of an 18" pitcher's mound for \$17,295 and a 10" pitcher's mound for \$9,830 for a total cost of \$27,125 from Sportsfield Specialties.

Additional Contract Work:

Trustees approved \$957.60 in additional contract work for the Community Park Field Renovation Project. Landtek Group, Inc. will install a 6' chain link, single main gate on the right field line of Field #4. The original plans called for a double gate that is not necessary at this location. This has been reviewed by Cameron Engineering and is consistent with the line item pricing contained in the requirements contract. This is also within the approved contingency budget.

Additional Contract Work:

Trustees approved \$15,037.08 in additional contract work for the Community Park Field Renovation Project. Work was completed by Landtek Group, Inc. while the work areas were open and exposed. This has been reviewed by Cameron Engineering and is consistent with the line item pricing contained in the requirements contract. This is also within the approved contingency budget.

Pool Liner Replacement:

Trustees approved an amendment to the original contract with RenoSys for the replacement of the pool liner from the original contract amount of \$68,097 to \$74,718.19.

Additional Contract Work:

Trustees approved \$6,621.19 in additional contract work at the Garden City Pool. The contract with RenoSys for the replacement of the vinyl liner in the adult pool was approved by the Board just prior to the opening of the Pool in 2015. The change order that was approved for the overtime hours to complete this project was never paid. Additional manpower hours were required to complete this project.

St. Paul's Recreation Complex Cinder Track Removal:

- The Board amended the amount of a project originally budgeted at \$134,000 to \$137,275 for the cinder track removal project at the St. Paul's Recreation Complex. Landtek Group, Inc. will perform the work, which is part of the Strategic Plan for Parks and Recreation.

- The Board approved use the Nassau County Requirements Contract, currently held by Landtek Group, Inc., for the cinder track removal project at the St. Paul's Recreation Complex for \$137,275.

Community Park Multi-Use Field:

Trustees engaged Cameron Engineering for \$70,400 for concept and engineering design services regarding the multi-use field at Community Park. The scope of work includes concept design, leading focus group meetings with representatives from all local field sport organizations, preparation of a construction cost budget estimate and a presentation of the project scope and budget to the Board of Trustees. In addition, Cameron Engineering will prepare contract documents, an engineer's estimate and will attend design coordination meetings with Village staff. Work is to commence after August 11, 2016 to allow for the 20-day estoppel period.

Award of Bids

Trustees rejected and approved the following bid awards:

Fuel Pump System Replacement:

The Board awarded the bid to Island Pump & Tank Corp., low bidder, to replace the fuel pump system at the Garden City Municipal Yard for \$347,900. The total project budget is \$375,000.

Indirect LED Tennis Court Lighting:

The Board rejected the bid from Eldor Contracting Corp. for indirect LED Tennis Court Lighting as they do not meet the required specifications.

The Board awarded the bid to Palace Electrical Contractors, Inc., second low bidder, for a total of \$83,000. Total Project Budget - \$150,000.

Furnish and Install Irrigation at Various Locations:

The Board awarded the bid to L&M Speciality Co. Inc., low bidder, to furnish and install irrigation at various locations for a total cost of \$222,238. Total Project Budget - \$380,000.

Trustee Communications

Removed From The Agenda:

It was requested that the September 15, 2016 Board Meeting date be changed to September 22, 2016. This item, however, was removed from the agenda.

Permits

Spirit Day:

- Trustees granted the Church of St. Anne's request to close a section of Dartmouth Street, east of the municipal parking field of Middleton Road, on Saturday, September 17, 2016, from 1:00 p.m. to 10:00 p.m. in conjunction with its Thirteenth Annual "Spirit Day."

Block Parties:

The Board approved the following block parties:

- Garden Street between Boylston and Grove Streets, on Saturday, August 13, 2016 from 1:00 p.m. to 10:00 p.m. (Rain date August 14)
- Suffolk Lane, between Fourteenth and Fifteenth Streets, on Saturday, August 20, 2016 from 11:00 a.m. to 11:00 p.m. (Rain date August 21)
- Jackson Street, between Manor Road and Stewart Avenue, on Saturday, September 10, 2016 from 12 Noon to 11:00 p.m. (Rain date September 11)
- Kensington Road, between Merillon and Somerset Avenues, on Saturday, September 17, 2016 from 12 Noon to 10:00 p.m. (Rain date September 18)

Executive Session

The Board entered into an executive session to discuss a matter of personnel and to also seek the advice of counsel.

The next Board of Trustees meeting is scheduled for Thursday, August 18, 2016 at 8 p.m. at Village Hall.