

BOARD OF TRUSTEES

APRIL 15, 2020

A meeting of the Board of Trustees of the Village of Garden City in the County of Nassau, New York, was held via Zoom video/audio (due to the Coronavirus Pandemic) on April 15, 2020 at 8:00 p.m.

Present: Mayor Theresa A. Trouvé, Trustees Robert A. Bolebruch, Stephen S. Makrinos, John M. Delany, Louis M. Minuto, Mark A. Hyer, Colleen E. Foley and Brian C. Daughney.

Also Present: Ralph V. Suozzi, Village Administrator
Karen M. Altman, Village Clerk
Kenneth O. Jackson, Chairman, Board of Police Commissioners
Irene Woo, Village Treasurer
Joseph DiFrancisco, Superintendent of Public Works
Thomas Stryko, Chief Fire Department
Paul Blake, Chairman, Board of Commissioners of Cultural and Recreational Affairs
Peter A. Bee, Bee Ready Fishbein Hatter & Donovan, LLP

Attendance: Approximately 10

The Clerk reported that due notice of this meeting had been served on each member of the Board.

Mayor Trouvé called upon Ralph Suozzi along with the Department Heads who spoke about their agenda items.

Mayor Trouvé stated that the first item on the agenda was approval of the minutes of the last meetings of the Board of Trustees.

The minutes of the special meeting (budget) held on March 19, 2020 were reviewed, and on motion of Trustee Makrinos were approved as presented.

The minutes of the regular meeting held on March 19, 2020 were reviewed, and on motion of Trustee Makrinos were approved as presented.

The minutes of the special meeting (budget) held on April 2, 2020 were reviewed, and on motion of Trustee Makrinos were approved as presented.

NEW BUSINESS

FORMAL AGENDA

Set Date for Public Hearing - Proposed Budget for Fiscal Year 2020/2021. Mayor Trouvé introduced the following resolution and moved its adoption:

RESOLUTION NO. 42-2020

RESOLVED, that the Board of Trustees hold a public hearing on the proposed budget for Fiscal Year 2020-2021.

FURTHER RESOLVED, that the Clerk be and she hereby is authorized and directed to publish and post a notice of a public hearing and posting such notice on the Village website with regard to the proposed budget for Fiscal Year 2020-2021 to be held via Zoom video/audio (due to the Coronavirus Pandemic) at 7:00 p.m. on the 28th day of April, 2020.

The adoption of the foregoing resolution was duly put to a vote which resulted as follows:

AYES: 8
NOES: 0

The resolution was declared adopted.

CONSENT CALENDAR

Mayor Trouvé requested that item #8 (Public Works - St. Paul's School Window Protection - Change Orders - Talty Construction, Inc.) be removed from the Consent Calendar until these charges can be further documented and explained to the Mayor and Board of Trustees by Mr. Walter Beal of CNY Group.

FINANCE

1. Assessment of Unpaid Sidewalk Repairs. The Superintendent of Public Works has submitted a listing of unpaid sidewalk repair charges which has been referred to the Village Treasurer. He stated that it would be necessary to adopt a resolution assessing these charges and, if not paid within fifteen (15) days after notice is served, to include said amounts in the 2020 tax levy.

On motion of Trustee Hyer the following resolution was offered:

RESOLUTION NO. 43-2020

WHEREAS, that pursuant to Chapter 178 of the Code of the Village of Garden City, the Superintendent of Public Works of this Village duly ordered and directed the owners or occupants of the properties set forth below to correct a sidewalk condition, and

WHEREAS, pursuant to said Chapter, upon the failure of said owners to comply with said order and direction, the Superintendent of Public Works caused the required work to be duly performed and notified the owners or occupants of the cost assessed thereto; and

WHEREAS, said sums have remained unpaid.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to Section 4-414, 5-516 and 5-518 of the Village Law, there is hereby assessed against the following properties the respective amounts set forth below; and

BE IT FURTHER RESOLVED, that if the amounts so assessed are not paid within fifteen (15) days after notice is served, in person or mail, upon the owners or occupants of the properties so assessed, as the names and addresses appear on the 2020 Assessment Roll, the amounts thereof shall be included in the next annual tax levy.

<u>Map/Block/Lots</u>	<u>Name and Address</u>	<u>Amount Due</u>
Garden City Lawns Block 33 Lots 44-47	Mrs. Sally Goetz 147 Pine Street	\$3,211.80
Garden City Lawns Block 38 Lots 6-8	Matthew Kall 84 Pine Street	\$1,008.99
Garden City Lawns Block 38 Lots 8-11	Paul and Christina Plastaras 86 Pine Street	\$2,672.46
Garden City Lawns Block 40 Lots 1-3	Candace Gordon 9 Tremont Street	\$1,363.50
Garden City Lawns Block 40 Lots 7-9	Casey Cizikas 132 Pine Street	\$304.52

<u>Map/Block/Lots</u>	<u>Name and Address</u>	<u>Amount Due</u>
Garden City Lawns Block 41 Lots 16-18	Barbara and Joseph McCartney 162 Pine Street	\$990.81
Garden City Lawns Block 41 Lots 39-42	George and Manuelita Cody 32 Grove Street	\$3,174.43
Mineola Plaza Block 22 Lots 49-51	Walter M. Jaworski, III 32 Maxell Road	\$2,266.44
Garden City East Block 106 Lots 3-4	Jacynth and Lloyd Bucknor 14 Clinton Road	\$5,307.55
Garden City East Block 119 Lot 7	Alice and Wolfgang Zieher 60 Pine Street	\$454.50
Garden City Estates Block 25 Lots 1-4	Mary Riffle 122 Somerset Avenue	\$2,937.08
Garden City Estates Block 51 Lots 15-18	Marilyn F. Jensen 81 Wellington Road	\$136.35
Richlands Block 5 Lots 71-74	Bradley and Maria Hildreth 73 Harrison Street	\$1,472.58

The vote on the foregoing resolution was as follows:

AYES: 8
NOES: 0

The resolution was declared adopted.

2. Assessment of Unpaid Property Maintenance Bills. The Village Treasurer submitted a listing of unpaid property maintenance bills. She stated that it would be necessary to adopt a resolution assessing these charges and, if not paid within fifteen (15) days after notice is served, to include said amounts in the 2020 tax levy.

On motion of Trustee Hyer the following resolution was offered:

RESOLUTION NO. 44-2020

WHEREAS, pursuant to Chapter 63 of the Village Code, the Chairman of the Board of Commissioners of Cultural and Recreational Affairs of this Village duly ordered and directed the owners or occupants of the properties set forth below to correct a noxious growth or dangerous conditions; and

WHEREAS, pursuant to said chapter, upon the failure of said owners to comply with said order and direction, the Chairman of the Board of Commissioners of Cultural and Recreational Affairs caused the required work to be duly performed and notified the owners or occupants of the cost assessed thereto; and

WHEREAS, said sums have remained unpaid;

NOW THEREFORE, BE IT RESOLVED, that pursuant to Sections 4-414, 5-516 and 5-518 of the Village Law, there is hereby assessed against the following properties the respective amounts set forth below; and

BE IT FURTHER RESOLVED, that if the amounts assessed are not paid within fifteen (15) days after notice is served in person or mail, upon the owners or occupants of the properties so assessed, as the names and addresses appear on the 2020 Assessment Roll, the amounts thereof shall be included in the next annual tax levy of the Village.

<u>Map/Block/Lots</u>	<u>Name and Address</u>	<u>Amount Due</u>
Garden City Lawns Block 15 Lots 61-64	Mrs. and Mrs. John Matthews 167 Garden Street	\$1,217.05
Garden City Central Block 550 Lots 58	Peter deBruin 163 Rockaway Avenue	\$515.10

The vote on the foregoing resolution was as follows:

AYES: 8
NOES: 0

The resolution was declared adopted.

3. Correction of Errors. Board authorization is requested to reduce the 2020 Assessed Value of a property located at 34 Avalon Road from \$12,000 to \$9,000 as per the Village Assessor's recommendation. This reduced assessment is due to a fire that rendered the property uninhabitable. Once repairs are complete (assuming completion before January 1, 2021) the dwelling will be reassessed accordingly for the 2021/22 tax year. Details of the recommendation are outlined in the Assessor's Report which is on file in the Clerk's Office.

On motion of Trustee Hyer and unanimously carried, the aforesaid authorization was approved.

4. Transfer of Funds. Requested authorization to transfer funds as follows:

(a) \$1,500 to Account 0A.1640.4010 Central Garage - Materials and Supplies, from Account 0A.5142.1020 Snow Removal - Overtime, to cover purchases of paper products, cleaners and tools for the Village Yard through the end of the fiscal year.

On motion of Trustee Hyer and unanimously carried, the aforesaid recommendation was approved and the Treasurer was authorized to make the necessary transfer of funds.

(b) \$30,000 to Account 0A.5110.4010 Street Maintenance - Materials and Supplies, from Account 0A.5142.1020 Snow Removal - Overtime, for additional funds for the remainder of the fiscal year 2019-2020.

On motion of Trustee Hyer and unanimously carried, the aforesaid recommendation was approved and the Treasurer was authorized to make the necessary transfer of funds.

(c) \$15,000 to Account 0A.8160.4020 Refuse and Garbage (Sanitation) - Maintenance of Equipment, from Account 0A.5142.1020 Snow Removal - Overtime, to cover all scheduled services and unforeseen repairs during the remainder of this fiscal year.

On motion of Trustee Hyer and unanimously carried, the aforesaid recommendation was approved and the Treasurer was authorized to make the necessary transfer of funds.

(d) \$7,500 to Account 0A.8189.4020 Recycling - Maintenance of Equipment, from Account 0A.5142.1020 Snow Removal - Overtime, additional funds needed to cover service scheduled for two trucks in May 2020.

On motion of Trustee Hyer and unanimously carried, the aforesaid recommendation was approved and the Treasurer was authorized to make the necessary transfer of funds.

(e) \$2,000 to Account 0F.8320.4020 Source of Supply, Power and Pumping - Maintenance of Equipment, from Account 0F.8310.4000 Water Administration - Contingent, to cover upcoming repairs needed to be made by the Village Shop to the Water Department's back-up generators for the remainder of this fiscal year.

On motion of Trustee Hyer and unanimously carried, the aforesaid recommendation was approved and the Treasurer was authorized to make the necessary transfer of funds.

(f) \$18,500 to Account 0A.8170.4020 Street Cleaning - Maintenance of Equipment, from Account 0A.5142.1020 Snow Removal - Overtime, to cover additional services/repairs needed for vehicles and equipment through the end of the fiscal year.

On motion of Trustee Hyer and unanimously carried, the aforesaid recommendation was approved and the Treasurer was authorized to make the necessary transfer of funds.

(g) \$650 to Account 0A.1620.4030 Building - Maintenance of Plant, from Account 0A.1640.4030 Central Garage - Maintenance of Plant, for revision to proposal for emergency repair to pin hole leak in domestic water piping at Village Hall.

On motion of Trustee Hyer and unanimously carried, the aforesaid recommendation was approved and the Treasurer was authorized to make the necessary transfer of funds.

(h) \$2,400 to Account 0A.8140.4460 Storm Sewers - Contractual Services, from Account 0A.5142.4460 Snow Removal - Contractual Services, for additional funds needed to process purchase order for D & B Engineers and Architects, P.C. for the preparation of the 2019 Storm Water Management Program Annual Report and MS4 Permit Compliance Activities.

On motion of Trustee Hyer and unanimously carried, the aforesaid recommendation was approved and the Treasurer was authorized to make the necessary transfer of funds.

(i) \$85,000 to Account 0A.1620.4030 Building - Maintenance of Plant, from Account 0A.1990.4000 Contingent, ratification of transfer due to emergency cleaning of facilities services due to COVID-19.

On motion of Trustee Hyer and unanimously carried, the aforesaid recommendation was approved and the Treasurer was authorized to make the necessary transfer of funds.

SICK LEAVE

POLICE

1. Sick Leave - Six Employees. Board authorization is requested to pay Police Officers Anthony Baker, Carlo Fracassa, Louis Matos, Eduardo Rodriguez, Thomas Schade and Jana Wiggins through the next scheduled Board of Trustees meeting in approximately thirty (30) days, or such earlier date as they may be able to return to work as determined by the Village medical advisor and pursuant to the provisions of the contract between the Incorporated Village of Garden City and the Police Benevolent Association, which became effective June 1, 2014.

On motion of Trustee Hyer and unanimously carried, the aforesaid authorization was approved.

PUBLIC WORKS

2. Sick Leave – Six Employees. Board authorization is requested to pay Patrick Dillon, Water and Sewer Servicer, Water Department, Paul Marinello, Sanitation Worker, Sanitation Department, Robert Moffitt, Laborer, Street Department, Igmarr Ortiz, Motor Equipment Operator, Sanitation Department, Barry Parkhill, Motor Equipment Operator, Street Department and Vincent Zaccaro, Motor Equipment Operator, Street Department through the next scheduled Board of Trustees meeting in approximately thirty (30) days, or such earlier date as they may be able to return to duty as determined by the Village medical advisor and pursuant to the provisions of the contract between the Incorporated

Village of Garden City and the Civil Service Employees' Association, which became effective June 1, 2010.

On motion of Trustee Hyer and unanimously carried, the aforesaid authorization was approved.

RECREATION

3. Sick Leave - Vaughn. Board authorization is requested to pay Robert Vaughn, Laborer, Recreation Department through the next scheduled Board of Trustees meeting in approximately thirty (30) days, or such earlier date as he may be able to return to duty as determined by the Village medical advisor and pursuant to the provisions of the contract between the Incorporated Village of Garden City and the Civil Service Employees' Association, which became effective June 1, 2010.

On motion of Trustee Hyer and unanimously carried, the aforesaid authorization was approved.

CLERK'S OFFICE

1. Set date for Regular Board of Trustees Meetings. Board authorization is requested to set the dates for the Regular Board of Trustees Meetings for remainder of the year 2020 and the Regular Board of Trustees Meetings from January through April 2021.

On motion of Trustee Hyer the following resolution was offered:

RESOLUTION NO. 45-2020

RESOLVED, that regular meetings of the Board of Trustees of the Incorporated Village of Garden City, New York, during the ensuing year, be held in the Village Hall, 351 Stewart Avenue in said Village at 8:00 p.m., or via Zoom video/audio, are set as follows: May 7, May 21, June 4, June 18, July 16, August 13, September 17, October 1, October 15, November 5, November 19, December 10, January 14, February 4, February 23 (Tuesday), March 11, March 25, April 5 (Monday). Special meetings can be called at any time upon proper notice.

The vote on the foregoing resolution was as follows:

AYES: 8

NOES: 0

Carried.

HUMAN RESOURCES

1. Retirement System Reporting - Standard Workday. Board authorization is requested to adopt a resolution as required by the New York State Retirement System which adopts the standard workday.

On motion of Trustee Hyer the following resolution was offered:

RESOLUTION NO. 46-2020

BE IT RESOLVED, that the Village of Garden City hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the time keeping system records or the record of activities maintained and submitted by these officials to the clerk of this body.

BE IT FURTHER RESOLVED that the Village Administrator, Village Clerk, Village Auditor, Police Commissioner, Superintendent of Department of Public Works, Superintendent of Buildings, Village Treasurer, Chairman of Board of Commissioners of

Cultural and Recreational Affairs, Clerk to Village Justice, Village Deputy Treasurer and Library Director work a seven hour work day.

The vote on the foregoing resolution was as follows:

AYES: 8
NOES: 0

The resolution was declared adopted.

2. Adopt Part-Time and Seasonal Salary Schedule. Board authorization is requested to approve an amended Part-Time Schedule which includes increases in some titles with alignment to the budget review presented by departments and market review of rates for seasonal employees. The term for “seasonal employees” is from May 1, 2020 through September 30, 2020.

On motion of Trustee Hyer the following resolution was offered:

RESOLUTION NO. 47-2020

RESOLVED, that the Part-Time and Seasonal Salary Schedule as appended to the minutes be adopted.

The vote on the foregoing resolution was as follows:

AYES: 8
NOES: 0

The resolution was declared adopted.

PUBLIC WORKS

1. Engineering Proposal - 2020 Stormwater Management Program Services and MS4 Permit Compliance Activities - Dvirka & Bartilucci Architects, P.C. Requested authorization to engage Dvirka & Bartilucci Architects, P.C., 330 Crossways Park Drive, Woodbury, New York, for the preparation of the 2019 Stormwater Management Program Services and MS4 Permit Compliance Activities, at a cost of \$3,800. This proposal will assist in maintaining its mandated compliance with the Department of Environmental Conservation (DEC) General Permit for Stormwater Discharges from MS4s. Dvirka & Bartilucci Architects, P.C., will continue to review DEC’s latest proposed revisions to the MS4 General Permit and submit technical comments to the DEC on behalf of the Village. Funds are available in Account 0A.8140.4460.

On motion of Trustee Hyer and unanimously carried, the aforesaid authorization was approved.

2. Water-Shed UV Reactor and Control Stations - EFI-Solutions. Requested authorization for an increase in the funding, awarded October 3, 2019, to purchase additional options required for the Water-Shed UV Reactor and Control Stations as listed below. These stations, purchased from EFI-Solutions, 1221 North Elm Street, Centralia, Illinois, are needed to house the Trojanuvflex Advanced Oxidation Process (AOP) System for Well Nos. 7, 8, 12, 10, 11, 13 and 14 for the removal of 1,4 dioxane.

Well No. 7	\$38,362	(increase from \$293,830 to \$332,192)
Well Nos. 8 and 12	\$76,724	(increase from \$587,660 to \$664,384)
Well Nos. 10 and 11	\$76,724	(increase from \$587,660 to \$664,384)
Well Nos. 13 and 14	\$76,724	(increase from \$587,660 to \$664,384)

On motion of Trustee Hyer and unanimously carried, the aforesaid authorization was approved.

AWARD OF BIDS

1. Renewal of Contract Award for New (Unused) Tires and Related Services - Hempstead Tire Service. Renew contract award for an additional year at the same prices and conditions with Hempstead Tire Service, Inc., 265 Hempstead Turnpike, West Hempstead, New York, for Items #1-12, 14-30, 32 and 34-35, or Village approved equal, on an “as needed basis”, based upon unit cost. Funds are available in the Operating Budget.

On motion of Trustee Hyer and unanimously carried, the aforesaid recommendation was approved.

2. Renewal of Contract Award for New (Unused) Tires and Related Services - Barnwell House of Tires. Renew contract award for an additional year at the same prices and conditions with Barnwell House of Tires, Inc., 65 Jetson Lane, Central Islip, New York, for Items #13, 31 and 33, or Village approved equal, on an “as needed basis”, based upon unit cost. Funds are available in the Operating Budget. Approximate cost for both tire renewals is \$55,000.

On motion of Trustee Hyer and unanimously carried, the aforesaid recommendation was approved.

3. Requisition No. 19-7, Dated April 15, 2020, Purchase of Materials for the Public Works and Recreation Departments.

Recycling Containers - 25 Gallon Containers. Award bid to T.M. Fitzgerald and Associates, 850 West Chester Pike, Havertown, Pennsylvania, sole bidder, for a quantity of 6,650 containers, for a total cost of \$59,717. Funds are available in Account 0A.8189.4010. A total of four invitations to bid were sent and one bid was received. A Notice to Bidders was sent to Bid Reporter and the bid specs were advertised on New York State Contract Reporter.

On motion of Trustee Hyer and unanimously carried, the aforesaid authorization was approved.

Perennials, Bulbs and Annuals. (a) Award bid for Perennials to Bisset, Nursery, a SiteOne Company, 323 Long Island Avenue, Holtsville, New York, overall low bidder, for Items 1-15 (assorted perennials), per unit cost, per item and for Items 32-54 (assorted bulbs), per unit cost, per item, on an “as needed basis”.

On motion of Trustee Hyer and unanimously carried, the aforesaid recommendation was approved.

(b) Award Bid for Annuals to Emma’s Garden Growers, 30 East Gate Drive, Huntington, New York, overall low bidder, for items 16-31 (assorted annuals), per unit cost, per item, on an “as needed basis”.

On motion of Trustee Hyer and unanimously carried, the aforesaid recommendation was approved.

A total of eighteen invitations to bid were sent and five bids were received. A Notice to Bidders was sent to Bid Reporter and the bid specs were advertised on New York State Contract Reporter. Total Award for Perennials, Bulbs and Annuals for 2019/20 is \$21,000 and the total Award for Perennials, Bulbs and Annuals for 2020/21 (pending approval of the 2020/21 budget) is \$21,000. Funds are available in various accounts.

On motion of Trustee Hyer the following resolution was offered:

RESOLUTION NO. 48-2020

RESOLVED, that Requisition No. 19-7, dated April 15, 2020, filed under separate cover, be made a part of these minutes and that materials and equipment be purchased for the Public Works and Recreation and Parks Departments in accordance with the

recommendations hereinabove set forth, as per specifications and requirements in said requisition, at prices not exceeding those indicated.

FURTHER RESOLVED, that all other bids be rejected.

The vote on the foregoing resolution was as follows:

AYES: 8
NOES: 0

The resolution was declared adopted.

4. Edgemere Park Safety Surface. Reported that a tabulation of bids had been circulated to each Member of the Board for the Edgemere Park Safety Surface and recommended that the bid be awarded to The Landtek Group, 235 County Line Road, Amityville, New York, low bidder for a total cost of \$105,900. Funds are available in Account 0H.7140.2070.

A total of five invitations to bid were sent and three bids were received. A Notice of Bidders was sent to Dodge Data & Analytics and CMD Group and Bid specifications were advertised on New York State Contract Reporter.

On motion of Trustee Hyer the following resolution was offered:

RESOLUTION NO. 49-2020

RESOLVED, that the proposal of The Landtek Group, 235 County Line road, Amityville, New York, at a cost of \$105,900, be and the same hereby is accepted, this being the lowest and best bid received.

FURTHER RESOLVED, that the Village Administrator and Clerk be and they hereby are authorized on behalf of the Village to execute a contract with The Landtek Group, for this work, pursuant to the terms and conditions set forth in the request for bid and in the proposal submitted by said Company, the form of contract to be approved by Village Counsel; and

The vote on the foregoing resolution was as follows:

AYES: 8
NOES: 0

The resolution was declared adopted.

5. Sign Replacement. Reported that a tabulation of bids had been circulated to each Member of the Board for the Sign Replacement Project and recommended that the bid be awarded to Berkshire Sign Studio, 528 Main Street, Bennington, Vermont, low bidder, for a total cost of \$30,936.50.

Specification pickups reached a total of four companies and four bids were received. A Notice to Bidders was sent to Dodge Data & Analytics and CMD Group. Bid specifications were advertised on New York State Contract Reporter.

On motion of Trustee Hyer the following resolution was offered:

RESOLUTION NO. 50-2020

RESOLVED, that the proposal of Berkshire Sign Studio, 528 Main Street, Bennington, Vermont, at a cost of \$30,936.50, be and the same hereby is accepted, this being the lowest and best bid received.

FURTHER RESOLVED, that the Village Administrator and Clerk be and they hereby are authorized on behalf of the Village to execute a contract with Berkshire Sign Studio, for this work, pursuant to the terms and conditions set forth in the request for bid

and in the proposal submitted by said Company, the form of contract to be approved by Village Counsel; and

The vote on the foregoing resolution was as follows:

AYES: 8
NOES: 0

The resolution was declared adopted.

6. Renewal of Contract Award for Trees, Shrubs and Mulch - SiteOne Landscape Supply Company. Recommended to renew the bid with SiteOne Landscape Supply Company, 1385 East 36th Street, Cleveland, Ohio, on an “as needed” basis, based on unit costs on file with the Village Clerk. Funds are available in Accounts 0A.7110.4040 and 0A.7140.4010.

On motion of Trustee Hyer and unanimously carried, the aforesaid authorization was approved.

7. Renewal of Contract Award for Trees, Shrubs and Mulch - The Garden Department, Corp. Recommended to renew the bid with The Garden Department Corp., 3672 Route 112, Coram, New York, on an “as needed” basis, based on unit costs on file with the Village Clerk. Funds are available in Accounts 0A.7110.4040 and 0A.7140.4010. Approximate cost for both renewals is approximately \$30,000.

On motion of Trustee Hyer and unanimously carried, the aforesaid authorization was approved

EXTERNAL COMMUNICATIONS

PERMITS:

Solicit:

1. Mr. Anthony Sampogna, 102 Rosalind Road, Yaphank, New York, requesting a permit for the year 2020 to operate a mobile knife and tool sharpening business in Garden City.

On motion of Trustee Hyer and unanimously carried, the aforesaid authorization was approved.

There being no further business, on motion duly made, the meeting adjourned at 8:46 p.m.