

AGENDA

MAY 21, 2020

8:00 P.M.

- I. Welcome by Mayor to attendees.
- II. Call to Order.
- III. Comments by Department Heads, Village Administrator and Counsel on Agenda Items (including Treasurer on Treasurer's Report)
- IV. Trustees/Mayor Questions/Comments.
- V. Citizens Comments on Agenda Items.
- VI. Public Hearing - "A Proposed Local Law to Amend Chapter 12 of the Village Code in Relation to the Code of Ethics".
- VII. Approval of Minutes - May 7, 2020.
- VIII. New Business
 - A. Consent Calendar

New Business

Finance

1. Sundry Write Off.
 - *Board authorization is requested to write off the balance of \$6.17 for damage to Village property. Payment in the amount of \$687.58 was received and the balance of \$6.17 is deemed uncollectible. A write off is recommended by Village Counsel.*
2. Appropriation of Revenue.
 - a. *Board authorization is requested to appropriate \$36,262.77 from Insurance Recoveries, to Capital Projects (to transfer funds to Police Vehicles and Equipment). Insurance recoveries are being used to fund the purchase of a police vehicle to replace one that was destroyed in an accident (PD RMP #373).*
 - b. *Board authorization is requested to appropriate \$21,445 from Insurance Recoveries, to Capital Projects (to transfer funds to DPW Equipment). Insurance recoveries are being used to fund the purchase of replacement equipment that was destroyed in an accident.*
3. Appropriation of Termination Reserve.
 - *Board authorization is requested to appropriate \$90,376.75 from Reserve for Compensated Absences, to Termination Payout, for a retirement in the Police Department.*

4. Request to Close Capital Project and Transfer Funds.

- *A resolution is requested to close certain completed Capital Projects and transfer the remaining balances to the Reserve for the Bond Debt and applied toward the debt service for their respective Capital Improvement Projects:*

Field Rehabilitation	\$11,980.41
Community Park Multi-Use Field	\$ 2,407.42
Field #2 Renovation	\$38,703.45

- *A resolution is requested to close certain completed Capital Projects for which there is no debt service, shall be closed and the remaining funds transferred to the General Fund:*

Emergency Generator Station #3	\$ 9,355.95
Generator Replacement - Yard	\$49,304.29
DPW Yard Windows	\$ 4,505.00
DPW Yard LED Lights	\$ 3,034.50

5. Tax Lien Sale.

- *Board authorization is requested to reschedule the Tax Lien Sale that was previously deferred due to the Governor's Executive Order to Friday, May 29th. The Village of Garden City intends to purchase all parcels to be sold at this year's sale.*

6. Transfer of Funds.

- a. \$2,500 to Refuse and Garbage - Gas and Oil, from Snow Removal - Contractual Services, additional funds needed to cover shortage.
- b. \$400 to Street Cleaning - Part Time Help, from Snow Removal - Contractual Services, additional funds needed to cover shortage.
- c. \$200 to Sanitary Sewers - Night Differential, from Sanitary Sewers - Contractual Services, additional funds needed to cover shortage.
- d. \$5,000 to Sanitary Sewers - Overtime, from Sanitary Sewers - Contractual Services, additional funds needed to cover shortage.
- e. \$800 to Street Lighting - Overtime, from Snow Removal - Overtime, additional funds needed to cover shortage.

7. Professional Services.

- *Firms are retained in order to provide the Village with specialized legal and financial services in the following fiscal year. The following firms have provided these services in the past and the renewal agreements for the legal firms have been reviewed by the Legal Committee. Board authorization is requested to renew each firm for the 2020-2021 fiscal year. All renewal agreements are on file in the Village Clerk's Office.*

- a. Bond Counsel
As per their renewal agreement, Hawkins, Delafield & Wood LLP, 28 Liberty Street, New York, New York, in regard to preparing bond resolutions and legal opinions for financing of Capital Projects. The fee structure as stated in Exhibit A of their proposal has not changed from prior year.
- b. Labor Counsel
As per their renewal agreement, Bond Schoeneck & King, 1010 Franklin Avenue, Garden City, New York, to provide professional services in regard to labor litigation (retainer and litigated labor matters.). Retainer proposal has not changed from prior year. A slight increase from prior year for litigated matters for some of their hourly rates.
- c. General Counsel
As per their renewal agreement, Bee Ready Fishbein Hatter & Donovan, LLP, 170 Old Country Road, Mineola, New York, in regard to professional services for legal matters. The retainer amount and the hourly rates in the renewal agreement remain unchanged from prior year, except for the addition of an hourly rate for Library Work.
- d. Tax Litigation and Transitional Legal Services
As per their renewal agreement, Cullen & Dykman, LLP, 100 Quentin Roosevelt Boulevard, Garden City, New York, in regard to existing tax litigation cases and other transitional services. Same rates as last year for Tax Litigation Services. A slight increase from prior year for Transitional Services for some of their hourly rates.
- e. Fiscal Advisor
As per their renewal agreement, Capital Markets Advisors, LLC, One Great Neck Road, Great Neck, New York, to provide financial advisory services related to Debt Issuance and Continuing Disclosure. Slight increase from last year on some of their rates.
- f. Assessor
As per their renewal agreement, engagement of Thomas Donato, of Michael Haberman Associates, Inc., 125 Front Street, Mineola, New York, in regard to assessment services. Same rates as last year.
- g. Environmental Legal Matters
As per their engagement letter, engagement of Sive, Paget & Riesel P.C., 560 Lexington Avenue, New York, New York, in regard to environmental legal matters. A slight increase in rates from last year.
- h. Financial Audit
As per their renewal agreement, appointment of PKF O'Connor Davies, LLP, 500 Mamaroneck Avenue, Harrison, New York, in regard to the year-end audit for the Village Justice Court, and the Deferred Comp Audit. A slight increase from last year for the year-end audit.

Sick Leave

8. Ten employees - Police (4), Recreation (1) and Public Works (5) Departments.

Village Administrator

9. Re-engagement of Professional Services - Total Technology Solutions - \$126,708.

- *Board authorization is requested to re-engage Total Technology Solutions, 1895 Walt Whitman Road, Melville, New York to provide the Village with 24x7 Network Monitoring and Alerting Support, network management tools to manage all network devices, infrastructure, alerts and troubleshooting. A Help Desk Ticketing System for employee issues, IT notes and creation of a knowledge base. Technical advisors for emerging technologies, virtualization of servers, budgeting, quarterly onsite technology review. Antivirus, malware, spyware protection and cybersecurity vulnerability and penetration testing. Remote application deployment for security patches and software changes, network management reports for better decisioning regarding changes to the network and reallocation of system resources to provide smoother recovery/iCloud Backup which includes monitoring, support and applicable software licensing with offsite data retained for 1 year. These combined services are a monthly cost of \$10,559 for an annualized cost of \$126,708. In addition, the Village will purchase time blocks, as needed, in 20-hour increments @\$185/hour for onsite remediation and for assistance with special projects that are outside the scope of the monthly services. This agreement is on file in the Village Clerk's Office. This Agreement has been reviewed by Counsel to form. (2020/21 Operating Budget)*

Human Resources

10. Annual Contractual Salary Step Increments CSEA Rank and File Unit
CSEA Supervisory Unit
PBA Unit

- *The above CBA's provide for an employee to be granted a salary increase annually to the next higher step within the salary range of the position classification upon the recommendation of the Department Head and the approval of the Board of Trustees. The date of the step increase is tied to the employees' date of hire (payroll which is closer to June or December). All are effective June 1, 2020.*

Public Works

11. Change Order - Water Main Improvements on Pine Street.

- *Board authorization is requested for ratification of Change Order No. 1 submitted by Merrick Utility Associates, Inc., 91 Marine Street, Farmingdale, New York, for a total of \$109,056.56, for additional labor and materials needed to complete this project. This Change Order brings the final cost of this project to \$1,489,721.12. This project was awarded on November 15, 2018, for the bid amount of \$1,646,478 with a budget of \$1,900,000. (Capital Budget)*

12. Water Rate Increase.
 - *Board authorization is requested for the adoption of water rate increase effective June 1, 2020, which increases the prior rate established on June 1, 2019. The rate of increase approved during the March 2020 Budget Session is 10%.*
13. Continuation of Solid Waste Disposal Services - Extend Agreement Covanta Hempstead Company.
 - *Board authorization is requested authorizing an extension of the existing Agreement with Covanta Hempstead Company on a month-to-month basis pending the negotiation of a successor agreement with a vendor for comparable services. The Village currently has an Agreement with Covanta Hempstead Company through May 31, 2020. In order to contract for a successor agreement for the disposal of waste, there is an extensive RFP and public hearing process which must be followed. The Board has already engaged D & B Architects, P.C. to assist the Village in the procurement of a successor vendor agreement for the disposal of solid waste. Pending the completion of that process, it is recommended that the existing agreement with Covanta be extended on a month-to-month basis.*

Award of Bids

14. Leaf Picker Parts. First Renewal of Contract (Partial) Award for an additional year at the same prices and conditions with Suffolk County Brake Service, Inc., 862 Lincoln Avenue, Bohemia, New York, on an “as needed basis”, based upon a unit cost, for an *estimated* cost of \$72,000, for Tarco Model for Items 11-51. **(Operating Budget)**
15. Nassau Boulevard Railroad Parking Lot.
 - (a) Board authorization is requested to accept the letter submitted by low bidder Gorilla Waste and Contracting, LLC, to rescind their bid.
 - (b) Board authorization is requested to increase the budget for the Nassau Boulevard Railroad Parking Lot Brick Work from \$765,000 to \$899,000.
 - (c) Board authorization is requested to Transfer Funds of \$134,000 to Capital Projects (to fund Brick Work), from Contingent, for the Nassau Boulevard Railroad Parking Lot Project
 - (d) Award bid to Pioneer Landscaping and Asphalt Paving, Inc., 168 Townline Road, Kings Park, New York, second low bidder for Alternate 1, for a total cost of \$899,000. **(Capital Budget)**
16. Rehabilitation of Paving Stones on Franklin Avenue, Seventh Street and New Hyde Park Road.
 - (a) Board authorization is requested to reject the low bid of Sasco Construction, Service, LLC, as they did not meet all the requirements of the bid documents.

- (b) Award bid to Graci Paving Associates, Inc., 267 North Cedar Street, Massapequa, New York, second low bidder, for an award based upon unit cost for each item, for an approximate cost of \$3,024,000.

External Communications

Permit:

17. Garden City High School requesting authorization to hold its annual Homecoming Day Parade on Saturday, October 17, 2020 at 12 noon.
18. Garden City Chamber of Commerce requesting authorization to close Seventh Street to vehicular traffic for the summer, at least until October. Also that Franklin Avenue and New Hyde Park Road restaurants participating in outdoor dining be permitted to expand their Outdoor Dining to include additional seating and be permitted to display limited merchandise in front of their establishments, so that browsing is possible without entering the store.

Board of Trustees

19. Police Operations Analysis - Center for Public Safety Management, LLC.
 - *Board authorization is requested for the Board of Trustees to acknowledge receipt of the Police Operations Analysis Report which was presented to the Board from Center for Public Safety Management, LLC, 475 K Street NW, Washington, DC.*

IX. Board of Trustees

- a. Discussion regarding the process of the Village returning to normal operations.
- b. Discussion regarding the opening up of businesses on Seventh Street.

X. Citizen Comment on non-agenda items. (limited to four minutes each)

XI. Adjournment.

XII. Information Only - Contracts/Agreements.

Pursuant to the authority granted by Resolution No. 64-2020, the Mayor has Authorized the following Agreements/Contracts to be executed without further Resolution of the Board:

- Agreement with Long Island Fire Technology for Commercial Building Inspection Services for the Fire Department for the period June 1, 2020 through May 31, 2021 for \$45,000. (Fire Department)
- Alpine Software for software system support from June 1, 2020 through May 31, 2021 for \$14,600. (Fire Department)
- Tri-State Transportation for drug testing services in compliance with the Village/CSEA Collective Bargaining Agreement for \$18,000. (Public Works)
- Independent Equipment Corp., 391 West Sunrise Highway, Freeport, New York, for the purchase of Allmand Tier 4 Final Emissions Standard Trailer Mounted Air Compressor - \$19,750. (Public Works)

- All Island Equipment Corp., 39 Jersey Street, West Babylon, New York, for the purchase of Husqvarna LF100 Plate Compactor - \$2,195. (Public Works)
- Carisa Giardino, Public Relations Consultant - \$3,500 per month. This is to assist the Public Information Committee, Village Executive Staff and Village Departments with Press Releases, Website and other Information Dissemination.