

AGENDA

AUGUST 13, 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 Restricting Parking and Charging Permit Fees
in Parking Field 7N to persons who are resident in Premises Adjacent Thereto".
- VII. Approval of Minutes - July 16, 2020.
- VIII. New Business
 - A. Formal Agenda
 1. Appoint Courtney L. Rutt Rosenblatt, as Secretary to the Board of Trustees,
effective August 14, 2020 (or upon Civil Service Approval) for the balance of the official
year, ending on April 5, 2021. (This is in addition to her current title of Village Auditor).

B. Consent Calendar

New Business

Finance

1. Appropriation of Termination Reserve.
 - *Board authorization is requested to appropriate \$18,940.83 from Reserve for Compensated Absences, to Termination Payout for payment to an employee who left Village service (Street Department).*
2. Appropriation of Revenue - Police.
 - *Board authorization is requested to appropriate \$5,163.34 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 Police RMP #382.*

3. Transfer Funds - Fiscal Year 2019-2020.
 - a. \$4,649.80 to Street Lighting - Contractual Services, from Snow Removal - Maintenance of Equipment, for additional funds needed to cover shortage of Anker's Electric Service, Inc.
 - b. \$84,000 to DPW - Equipment, from DPW - Sewer Repairs, to fund purchase of Sewer Camera Vision Van. This equipment was originally budgeted and paid for in the Water Fund, however, it is used in the Sewer Department.
4. Transfer Funds - Fiscal Year 2020-2021.
 - a. \$400 to Election - Legal Advertising and Printing, from Contingent, to fund the cost of legal ads for the 2020 Village Election. Original election date of March 18, 2020 rescheduled to September 15, 2020 due to COVID19.
5. Engagement of Cerini & Associates, LLP - Professional Claims and Payroll Audit Services.
 - *Board authorization is requested to engage Cerini & Associates, LLP, 3340 Veterans Memorial Highway, Bohemia, New York, to provide professional Claims and Payroll Audit Services to the Village pursuant to a fee schedule on file with the Village Clerk, not to exceed \$50,000 annually for fiscal year ending May 31, 2021. (Operating Budget).*

Sick Leave

6. Eight employees - Police (3), Recreation (2) and Public Works (3) Departments.

Board of Trustees

7. License Agreement Extension - Garden City Casino.
 - *Board authorization is requested to authorize the Mayor or Village Administrator to execute an Amendment to the License Agreement with the Garden City Casino, extending the term of the License for an additional year, to expire January 2022. The current License Agreement with the Casino is scheduled to expire in January 2021. Although the Village is exploring the issuance of a "Request for Proposals" seeking alternative uses of the building and grounds, it is not expected that any such process will be completed prior to the current expiration date of the existing License. Accordingly, this Resolution will authorize the Mayor or Village Administrator to execute a one-year extension of the existing License for one additional year, ending January 5, 2022.*

Clerk's Office

8. General Village Election - Setting of Village Election Date (September 15, 2020).

Human Resources

9. Adopt Part-Time and Seasonal Salary Schedule - Effective August 1, 2020.
 - *Board authorization is requested to approve an amended Part-Time Schedule which includes the part-time titles of Sanitation Worker and Safety Coordinator.*

Fire

10. Change Order - Fire Station #2 - Plans and Specifications - PKAD Architecture & Design.
- *Board authorization is requested to ratify a Change Order from PKAD (Phillipp Kampf Architecture & Design, 107 Center Street, Bay Shore, New York, in the amount of \$42,000 for the full re-design of Station #2 to include adding an additional 2,500 sq. ft. of useable space due to the increased size of apparatus. This increases the amount of the Fire Station #2 Plans and Specifications Project awarded at the March 19, 2020 Board Meeting from \$300,000 to \$342,000. (Capital Budget)*

Recreation

11. Repair - St. Paul's Sprinkler System - Declare Emergency.
- *Board authorization is requested to formally declare a competitive bidding emergency for the repairs of the St. Paul's Sprinkler System, thus ratifying the selection of the vendor for repairs and exempting the selection process from competitive bidding. In order to preserve the asset of the St Paul's fields from weather-related destruction (in the absence of a working Sprinkler System), it was imperative that this work begin forthwith. While the work was authorized at the July 16, 2020 Board Meeting, and Byrne & Son Irrigation, 4 Belford Avenue, Bay Shore, New York, was engaged to repair the Sprinkler System at a cost of \$56,400, the Resolution inadvertently failed to formally designate the matter as an "emergency" repair exempted from competitive bidding, and this Resolution corrects that oversight.*
12. Cutting and Removing of Fallen Trees throughout the Village - Tropical Storm Isaias.
- (a) Declare an Emergency.
- *Board authorization is requested to declare an "emergency" suspension of competitive bidding so as to the cutting and removing of fallen trees throughout the Village resulting from Tropical Storm Isaias, by reason of the necessity to preserve the safety of pedestrians and vehicular traffic.*
- (b) Transfer of Funds.
- *Board authorization is requested to transfer \$250,000 from Contingent to Parks - Contractual Services, to fund emergency tree and stump removal from Tropical Storm Isaias.*
- (c) Engage Contractor - Dom's Tree Service.
- *Board authorization is requested to engage Dom's Tree Service, 101 Harbor Road, Port Washington New York, for hazardous tree removal, for nine (9) days at \$10,120 per day (total cost \$91,080).*
- (d) Engage Contractor - Harder Services, Inc.
- *Board Authorization is requested to engage Harder Services, Inc., 63 Jerusalem Avenue, Hempstead New York, for removal and disposal of large trees, for eight (8) days at \$7,800 per day (total cost \$62,400).*
- (e) Engage Contractor - Con-Kel Landscaping.
- *Board authorization is requested to engage Con-Kel Landscaping, 165 Plainfield Avenue, Floral Park New York, for storm damage removal in green spaces serviced weekly by Con-Kel Landscaping, for six (6) days at \$6,300 per day (total cost \$37,800).*

(f) Engage Contractor - Pratt Brothers, Inc.

- *Board authorization is requested to engage Pratt Brothers, Inc., 45 S. 4th Street, Bay Shore New York, for tree stump removal, for eleven (11) days at \$14,495 per day (total cost \$159,445).*

The total cost of these items is estimated to be approximately \$350,725. After a transfer from Contingent, funds are available in Parks - Contractual Services Account.

Police

13. Conference Attendance - New York State Bureau of Weights and Measures – Annual Truck Scale Calibration.

- *Board authorization is requested to approve the attendance of Police Officer Peter Hudak at the New York State Bureau of Weights and Measures for truck scale calibration, to be held in Syracuse, New York, August 30 through September 1, 2020, at an approximate cost of \$600. The Police Department Truck Scales are now due for calibration, which is necessary for Court presentation and prosecution. This training is with the Department of Criminal Justice Services. (Operating Budget)*

Public Works

14. Change Order - Installation of LED Street Lighting Fixtures on Franklin and Stewart Avenues Anker's Electric Service, Inc.

- *Board authorization is requested to ratify a Change Order in the amount of \$216 with Anker's Electric Service, Inc., 10 South Fifth Street, Locust Valley, New York, for the addition of materials to complete the Installation of LED Street Lighting Fixtures. The original bid was approved on June 4, 2020 in the amount of \$27,216. This increases the amount of this project to \$27,432. (Capital Budget.)*

15. Accept Maintenance Bond - St. Paul's School Window Protection - Talty Construction.

- *Board authorization is requested to accept the Maintenance Bond from Talty Construction, Inc, 108 Powell Avenue, Rockville Centre, New York, who was the contractor for the St. Paul's School Window Protection Project. This Maintenance Bond guarantees for eighteen (18) months the completed work from the date of acceptance of the Bond. The Bond is in the amount of \$57,400. Village Counsel has reviewed the Maintenance Bond and approves it as to form.*

16. Water Penalties - Resolution to Waive Late Fees/Penalties - Water Bills.

- *Board authorization is requested to adopt a resolution authorizing the Village Treasurer to waive the application of penalties on certain water bills for the months of March and April that might have incurred a late fee/penalty under normal circumstances. Due to the COVID-19 Pandemic the internal administrative procedures for tracking timely payment of water bills was disrupted and "penalty" charges for late payments were not applied.*

17. Department of Public Works Service Counter.

- (a) *Board authorization is requested declaring an emergency and requiring the exemption from competitive bidding for the purchase and installation of a service counter in the Department of Public Works. The original construction designs were pre-pandemic and did not include personal protection. Due to the COVID-19 Pandemic, the*

construction design has changed to compensate resulting in an increase in pricing above the bid threshold. These design changes need to be implemented so that the office can open to the public.

- (b) *Board authorization is requested to award the work to S & L Storefronts, 2083 Jericho Turnpike, East Northport, New York, lowest responsible vendor for a total cost of \$38,881.23. (Capital Budget)*

18. Mulch Removal - Municipal Yard - Allocation of Funds.

- *Board authorization is requested to allocate funds from Contingent in the amount of \$750,000, for the removal of debris collected from the August 4, 2020 storm and to clear enough space to accommodate this fall's anticipated leaf collection.*

Award of Bids

19. Village Building and Vehicle Cleaning Services.

- (a) Award Bid to A-1 Professional Cleaning and Maintenance Services, Inc., 61 Carolyn Boulevard, Farmingdale, New York, low bidder, in the amount of \$141,700. **(Operating Budget)**

20. Curb, Sidewalk and Road Improvements Contract - 2020/21.

- (a) Reject the low bid of Stasi Industries, Inc., as they did not comply with bid specifications.
(b) Award bid to Roadwork Ahead, Inc., 2186 Kirby Lane, Syosset, New York, second low bidder, for a total of \$2,246,000. Awarding of the bid and subsequent funding is pending the expiration of the Estoppel Period for the Bonding of Road Improvements. **(Capital Budget)**

Permits

21. Cherry Valley Club, 28 Rockaway Avenue requesting to hold its annual Fireworks Display on Monday, September 7, 2020.

On-Street Parking

22. James and Elizabeth Burns, 7 First Place. (2)

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

X. Board discussion of the following topics for potential formal action - no public comments

- **Junk Cars.** No cars/vehicles can be kept outdoor anywhere in a yard that has not been registered with Department of Motor Vehicles or have a valid inspection sticker in the prior 9 (nine) months.
- **Storage of Building Materials.** No storage of building materials outdoors in a residential or commercial (yard), including stone, brick, scaffolding, wood (excluding wood for fireplace or firepit usage) and upon completion of any construction project all such material must be removed within 90 days; provided, however, excess material maintained in an orderly fashion of not more than 3 feet high and 3 feet wide may be maintained for future repairs or usage.

XI. 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 Advanced Control Industries for Fire Department Security for Fire Stations #2, #3 and Headquarters for the period June 1, 2020 through May 31, 2021, for \$2,580.84. (Fire Department)
- Engage Duke's Root Control, Inc., 1020 Hiawatha Boulevard West, Syracuse, New York, for the chemical treatment of Sanitary Sewers at a cost of \$21,880.43. (Public Works)

XII. Adjournment.