

AGENDA

JANUARY 17, 2019

8:00 P.M.

- I. Welcome by Mayor to attendees.
- II. Call to Order.
- III. Oath of Office and Ratification - Line/Corporate Officer - Trustee Delany
- IV. Board Approval - Volunteer Firefighters - Tyler R. Friedman
Jonathan M. Hadden
- V. Comments by Department Heads, Village Administrator and Counsel on Agenda Items
(including Treasurer on Treasurer's Report)
- VI. Trustees/Mayor Questions/Comments on any item or issue.
- VII. Citizens Comments on Agenda Items.
- VIII. Approval of Minutes - December 6, 2018.

New Business

A. Formal Agenda

1. Set date for Public Hearing - "A Proposed Local Law to Authorize the Village to adopt a Property Tax Levy In Excess of the Limit Established in General Municipal Law Section 3-c, so as to permit the Village to override the State imposed property tax levy cap for the fiscal year commencing June 1, 2019".
 - Introduction of Law
 - Classification of Action (Staff Recommendation: Type II)
 - Set Date for Public Hearing for February 13, 2019
2. Set date for Public Hearing - "A Proposed Local Law to Amend the Village Code in Relation to Street Openings, Clarifying the Application of Same and Adding Provisions to Limit Re-Openings and Re-Pavings in Less than Three Years".
 - Introduction of Law
 - Classification of Action (Staff Recommendation: Type II)
 - Set Date for Public Hearing for February 13, 2019

3. Set Date for Annual Tax Sale - March 29, 2019.
 - *Board authorization is requested to adopt a resolution regarding unpaid Village taxes. The resolution sets the date of March 29, 2019 for the sale of Village Tax Liens, and orders the tax collection to be conducted by the Treasurer.*
4. Set date for Public Hearing - "Tentative Budget for Fiscal Year 2019-2020".
 - Set Date for Public Hearing for April 8, 2019

B. Consent Calendar

Departmental Communications:

Finance

1. Appropriation of Termination Reserve.
 - *Board authorization is requested to appropriate \$734.09 from Reserve for Compensated Absences, to Termination Payout for a payment to an employee in the Public Works Department who left the Village.*
2. Professional Service Proposals:

Engage the services of Sound Actuarial Consulting, 403 Main Street, Port Jefferson Village, New York to perform actuarial analysis of the following:

 - a) The Village's Workers Compensation, General Liability Self-Insured and Other Insurance Coverages at a cost of \$15,500 (same fee charged for the last four years).
 - *This study is required for fiscal year end statements where a Municipality is self-insured and to assist with budgeting for fiscal year 2019-2020.*
 - b) The Village's Other Post-Employment Benefits (OPEB), in accordance with GASB Statement No. 75, at a cost of \$12,000 (last year's fee was \$11,000)
 - *The results of this analysis will be used to draft notes and disclosures on the Village's May 31, 2019 financial statements.*
3. Transfer of Funds
 - (a) \$20,000 to Finance Consultant Fees, from Finance Regular Salary, to fund Accountant Temps until positions are filled.
 - (b) \$25,000 to Recreation - Maintenance of Plant, from Contingent, for electrical and security improvements to establish the Winthrop Ambulance Station at St. Paul's.
4. Tax Certiorari Settlements
 - *Board authorization is requested to approve the Tax Certiorari Settlement outlined by Counsel.*
 - a) Fortuna, L.I., LLC (Garden City Hotel), which will result in a refund of \$52,500 and no change in the ongoing forward assessment of \$717,250. This is for tax years 2013/2014 through current year, 2018/2019.

5. Conference Attendance - New York State GFOA (Government Finance Officers Association), 40th Annual Conference.
- *Board authorization is requested to approve the attendance of Darcia Palmer, Deputy Village Treasurer at the New York State GFOA 40th Annual Conference, to be held in Albany, New York, March 25-29, 2019, at an approximate cost of \$1,300.*
- (Operating Budget)**

Sick Leave

6. Five Employees - Recreation (1) Public Works (2) and Police (2) Departments.

Village Administrator

7. MHANY Management, Inc. - Fund Balance Appropriation and Letter Agreement.

(a) Fund Balance Appropriation.

- *Fund Balance appropriation in the amount of \$4,000,000 is requested to fund the 2018-19 payments from the Judgements and Claims Account due to the MHANY Management, Inc. judgement as per the Letter Agreement.*

(b) Letter Agreement

- *Board authorization is requested with regard to a Resolution ratifying the action of the Mayor in executing a certain Letter Agreement dated December 28, 2018, between the Village and the attorneys for the plaintiffs in MHANY Management, Inc. et al. v. County of Nassau, et al. (CV-05-2301) with respect to the installment payment and full satisfaction thereby of a judgment in the amount of \$5,255,108.94 for Attorneys' Fees and Costs entered on December 20, 2018 in the aforesaid action, a copy of which Letter Agreement is on file with the Village Clerk.*

8. Acceptance of Donation - NYU/Winthrop - Electronic Scoreboard - Community Park.

- *Board authorization is requested authorizing the acceptance and donor recognition of a conditional gift from NYU/Winthrop of \$140,000 in three installments (\$100,000 forthwith, and \$20,000 in each of the next two years, to be used for the purchase, installation and maintenance of an electronic scoreboard at Community Park (the specifications for which are to be in the discretion of the Village).*

9. Conference Attendance - New York State GFOA (Government Finance Officers Association), 40th Annual Conference.

- *Board authorization is requested to approve the attendance of Courtney Rosenblatt, Village Auditor at the New York State GFOA 40th Annual Conference, to be held in Albany, New York, March 25-29, 2019, at an approximate cost of \$1,300.*

(Operating Budget)

Clerk's Office

10. Memorandum of Agreement - Nassau County Board of Elections.
 - *Board authorization is requested for the Village to enter into a Memorandum of Agreement with the Nassau County Board of Elections with regard to the Village's March 19, 2019 Village Election. This is for the use of their voting machines. Approximate cost of \$1,200. (Operating Budget)*
11. General Village Election - Election Inspectors.
 - *It is necessary to appoint the Election Inspectors for the Village Election being held on March 19, 2019.*
12. Official Village Newspaper - Garden City Life.
 - *Board authorization approval is requested to change the designation of the Village "Official Newspaper" from the Garden City News to the Garden City Life and directing the Village Clerk to hereafter publish Village Legal Notices in the Garden City Life as of January 17, 2019.*

Human Resources

13. Exempt Staff Compensation.
 - (a) Transfer of Funds - \$6,879.28 to Salary Regular - Justice Court from Contingent in order to fund an annual salary increase for the Clerk to the Village Justice as of October 6, 2018.
 - (b) Salary adjustment for Gregory Cutrone, Clerk to the Village Justice, effective October 6, 2018, at a salary of \$80,500. (Same Title - Previous Salary - \$70,000).
14. Adoption of an updated "Smoking Policy".
 - *Board authorization is requested to update the Village's "Smoking Policy" which was adopted on June 23, 1994 to include "vaping". A copy of the Policy is on file with the Village Clerk.*
15. Adopt Amended Part-Time and Seasonal Salary Schedule
 - *To reflect the change in the Minimum Wage - effective December 31, 2018.*

Fire

16. Fire Station 2 Repairs - Transfer of Funds and Engage PKAD Architecture & Design
 - (a) Transfer of Funds - \$18,000 to Fire - Consultant Fees from Fire - Equipment, in order to engage PKAD Architecture & Design to do an evaluation of Fire Station 2 for replacement and/or construction of a new Fire Station 2.
 - (b) Board authorization is requested to engage the Services of PKAD Architecture & Design, 107 Center Street, Bay Shore, New York, to provide an evaluation and cost to repair and/or replace Fire Station 2 as this station is not able to support the size of new fire apparatus and the amount of manpower that now occupies the station at a cost of \$18,000.

17. Hesse Estate Funds - Appropriation of Funds and Purchase Equipment - Sole Source Hendrickson Fire Rescue Equipment.
- (a) Appropriation of Funds - \$5,000 from the Hesse Estate Bank Account into the Hesse Village Account Line, in order to purchase additional equipment and upgrade older obsolete equipment.
- (b) Purchase various new Holmatro equipment in the amount of \$5,000 from Hendrickson Fire Rescue Equipment (Sole Source), 140 Hoffman Lane, Islandia, New York. In addition, the remaining \$10,346.62 that was previously approved by the Board of Trustees will be used to add additional equipment and upgrade older obsolete equipment.

Recreation

18. Renewal of Grounds Maintenance Contract - Con-Kel Landscaping, Inc., 220 Crocus Avenue, Floral Park, New York. Unit Prices to be awarded. Costs associated with this contract span the current fiscal year and fiscal year 2019/20. **(Operating Budget)**
- *This renewal is for two months of base bid (Item #1) at \$30,087.50 per month for Fiscal Year 2018/19. (\$60,175).*
 - *Pending approval of the 2019/20 budget, six months of base bid (Item #1) at \$30,087.50 per month. (\$180,525).*
 - *Pending approval of the 2019/20 budget, alternate/optional (Item #1a) one unit (pruning) at \$14,150.10.*
 - The SEQRA regarding this was approved at the January 11, 2018 Board Meeting.

Public Works

19. American Water Works New York Section Spring Meeting, scheduled for April 15 through April 18, 2019 in Saratoga Springs, New York, not to exceed \$2,500. (Messrs. DiFrancisco Stanco and Jermain) **(Operating Budget)**
- *Attendance is required in order to maintain the Water Plant Operators Licenses of the two attendees.*
20. Engineering Proposal - Garden City Senior Center Mechanical Systems - Emtec Consultants.
- *Board authorization is requested to engage Emtec Consultants, Professional Engineers, PLLC, 3555 Veterans Memorial Highway, Ronkonkoma, New York, for the evaluation and peer review of the mechanical design, drawings and calculations of the Garden City Senior Center to determine their adequacy and code compliance. An initial retainer payment, in the amount of \$1,000 is required and will be credited against the time expended for their services. **(Operating Budget)***
21. Intermunicipal Agreement - MTA/Long Island Railroad.
- *Board authorization is requested to approve entering into an Intermunicipal Agreement for the repaving of the Country Life Press Long Island Railroad Station Parking Lot. Upon execution of this Agreement, the MTA/Long Island Railroad will release \$13,437, for the completion of the walkway, rehabilitation at this Station.*

22. Professional Rate Services Renewal - Mechanical Well Contractor - Atlantic Wells, Inc.
- *Board authorization is requested to engage Atlantic Wells, Inc., 58 Fairfields Lane, Huntington Station, New York, mechanical well contractor for the renewal of well pump and booster pump service calls for 2019. The renewal rates are on file in the Village Clerk's Office and are the same rates as last year.*
(Operating Budget)
23. Engagement of Professional Services - Tyler Technologies, Inc. - IT System
- *Board authorization is requested to engage Tyler Technologies, Inc., One Tyler Drive, Yarmouth, Maine for the installation of a comprehensive IT system for the Public Works Department in the amount of \$350,000. (Capital Budget)*
24. Snow Plowing Rates - Pratt Brothers, Inc., 45 South Fourth Street, Bay Shore, New York.
- *Board authorization is requested to approve the snow plowing rates from Pratt Brothers, Inc. which are in accordance with Nassau Community College requirements. The rates are on file in the Village Clerk's Office. (Operating Budget)*
25. License Agreement - Non-Exclusive Access to 555 Stewart Avenue Parking Field.
- *Board authorization is requested to approve this agreement which allows the Village to stockpile snow and store snow during the winter months at the above Parking Field in exchange for the Village's performance of certain property maintenance work on the licensed premises through April 30, 2019. Village Counsel has approved this agreement as to form. A SEQRA Type II was previously completed on March 8, 2018.*

Building

26. Engagement of Professional Services - Tyler Technologies, Inc. - IT System.
- *Board authorization is requested to engage Tyler Technologies, Inc., One Tyler Drive, Yarmouth, Maine for the implementation of their software system for the Building Department in the amount of \$239,894. (Capital Budget)*

Award of Bids

27. Tennis Center Structure Repairs - Approve Capital Project and Award bid.
- (a) Board authorization is requested to approve the above Capital Project for the Tennis Center Structure Repairs in the amount of \$69,492. This was not originally in the Capital Budget, but can be covered due to the positive cash balance in the Tennis Center Enterprise Fund.
- (b) Award Bid to Wastar Construction Group, Inc., 6800 Jericho Turnpike, Syosset, New York, low bidder for a total cost of \$69,492. **(Capital Budget)**
28. Sewer Camera Vision Van - Award bid to Gabrielli Truck Sales, Ltd., 880 South Oyster Bay Road, Hicksville, New York, only bidder for a total cost of \$196,303. **(Capital Budget)**
- *The bid for the equipment came in over budget (\$185,000), however, there are available funds in the Capital Budget due to savings from other equipment purchases.*

29. Aluminum and Wood Street Light Poles, Luminaires and Accessories. In order for the Village to secure the best prices for these products, each item is bid out separately, which results in a variety of vendors being awarded.

(a) Award bid to Kelly and Hayes Electrical Supply of LI, Inc., 66 Southern Boulevard, Nesconset, New York, low bidder, for Item Nos. 1, 2, 3 and 13, at unit prices, for an approximate cost of \$10,985.

(b) Award bid to Champion Wire and Cable, LLC, 695 Summa Avenue, Westbury, New York, only bidder for Item No. 12, at unit prices, for a total cost of \$6,949.80.

Total Award - \$17,934.80. **(Operating Budget)**

- *These bids are all recommended to be a Type II and would then be exempt from further SEQRA Review.*

External Communications

Permits:

30. Dr. Michael Spinelli, St. Joseph's School, requesting to hold a 5K and Fun Run, on Saturday, March 30, 2019 beginning at 8:30 a.m. The route will be Fourth Street to Rockaway Avenue, to First Street, to Cambridge Avenue.

- *The route has been reviewed by the Fire and Police Departments.*

On-Street Parking

31. John and Paula Hogan, 17 Franklin Court (2)

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

X. A Resolution seeking a viable use of the St Paul's buildings, noting past efforts of the Village to achieve a consensus on this topic, and identifying the goals and current status of this Board in achieving same. This Resolution proposes to alert the public to the intention of this Board to seek uses for St Paul's that will generate some income, attract Village residents, and preserve significant portions of the exterior and interior structures.

XI. Work Session - Discussion of Parking Lot 7N and proposals to create segregated parking zones for adjacent residential apartments, buildings, commercial areas and imposition of fees for adjacent residential apartment dwellers.

XII. Adjournment.