

AGENDA

SEPTEMBER 20, 2018

8:00 P.M.

- I. Welcome by Mayor to attendees.
- II. Call to Order.
- III. Oaths of Office - One Police Lieutenant - Promotion - Trustee Hyer  
One Police Sergeant - Promotion - Trustee Hyer  
One Police Officer - New Hire - Trustee Hyer
- IV. Comments by Department Heads, Village Administrator and Counsel on Agenda Items  
(including Treasurer on Treasurer's Report)
- V. Trustees/Mayor Questions/Comments.
- VI. Citizens Comments on Agenda Items.
- VII. Approval of Minutes - July 25, 2018 - Regular Meeting.  
September 4, 2018 - Special Meeting.
- VIII. New Business

A. Consent Calendar

Departmental Communications:

Finance

1. Appropriation of Termination Reserve - \$917,770.11.
  - *It is requested to appropriate \$917,770.11 from the Reserve for Compensated Absences to Termination Payout Account for payments to employees who have left Village service. The payments include \$601,261.74 for firefighters.*
2. Appropriation of Revenue - Police Vehicles and Equipment.
  - *The Police Department is seeking Board of Trustees approval to appropriate \$1,625 from Insurance Recoveries, to Police - Maintenance of Equipment, for repairs to Police RMP #371 damaged in an accident. The amount requested reflects insurance reimbursements already received.*

3. Appropriations and transfers are requested to fund retroactive salary and settlement payments as follows:

(a) Retroactive Payments \$1,754,815.29

From:

Surplus (Fund Balance)	\$1,590,155.25
Termination Reserve	\$83,003.06
Contingent Account	\$81,656.98
	<u>\$1,754,815.29</u>

To:

Fire Department Salary	\$61,744.41
Fire Department Retroactive Salary	\$1,202,385.82
Fire and Police Retirement	\$310,976.04
Payment to State for Social Security	\$78,376.07
MTA Payroll Tax	\$18,329.89
Termination Payout	\$83,003.06
	<u>\$1,754,815.29</u>

(b) Settlement Payouts \$1,372,143.50

From:

Fire Department Salary	\$650,000.00
Surplus (Fund Balance)	\$722,143.50
	<u>\$1,372,143.50</u>

To:

Fire Department Other Payouts	\$1,274,634.00
Payment to State for Social Security	\$79,027.31
MTA Payroll Tax	\$18,482.19
	<u>\$1,372,143.50</u>

4. Transfers and Appropriations are requested to fund the approved raises for the 2018-19 fiscal year, per the CSEA Supervisor's Agreement as follows:

(a) General Fund Transfers:

From:

Contingent	<u>\$28,536</u>
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To:

Purchasing	\$2,731
Engineering	\$4,464
Central Garage	\$1,963
Central Data Processing	\$1,975
Building Department	\$5,435
DPW Administration	\$2,401
Recreation	\$7,033
Sanitation	\$2,034
Sewer	\$500
	<u>\$28,536</u>

From:  
Contingent \$9,973

To:  
Transfer Out \$9,973

b) Appropriations to the Enterprise Funds for Salary Allocations:

Transfer from Other Funds \$7,795  
Water Administration Salary \$7,795

Transfer from Other Funds \$1,273  
Pool Fund - Salary \$1,273

Transfer from Other Funds \$905  
Tennis Fund - Salary \$905

5. Transfer of Funds.

(a) \$4,000 to Personnel - Salary - Overtime from Administration - Regular - Salary, due to the reorganizing of the Human Resources new office work space as well as for the ADP Workforce NOW Implementation.

(b) \$30,000 to Finance - Consultant Fees, from Finance - Regular Salary, to fund Accountant Temps until positions are filled.

(c) \$30,000 to Fire Department - Materials and Supplies, from Fire Department - Equipment for the purchases of small equipment no longer classified as assets.

6. NASU 2018 Conference sponsored by Keystone Information Systems, scheduled for October 3 through October 5, 2018, in Philadelphia, Pennsylvania at an approximate cost of \$1,800.

(Mrs. Woo, Village Treasurer, Ms. Palmer, Deputy Treasurer and Mrs. Brennan, Typist Clerk) **Operating Budget**

Sick Leave

7. Three Employees Police (1) and Public Works (2) Departments.

Clerk's Office

8. Set regular Board Meeting dates for the months of October and November:  
October 4, October 18, November 1, November 15.

9. Amend Part-Time Salary Schedule.

- *This is to include a Maintenance Helper Part-Time Position.*

## Village Administrator

10. Engagement of Consultant - Corporate Plans, Inc. (CPI-HR), P.O. Box 293, Syracuse, New York - \$15,500. **Operating Budget**
- *This is to renew the engagement of Corporate Plans, Inc., (CPI-HR), to assist the Village in complying with its ACA obligations. Same fee as last year. Counsel has approved as to form.*

## Fire

11. Vehicle Stabilization Training University - given by the manufacturer of Res-Q-Jack Stabilization Equipment, scheduled for September 15, 2018 in Cortland, New York, at a cost of \$4,500. This is a full day of “hands on training” for equipment housed on the Department’s rescue truck. Information learned will be shared with other members of the Department. **Operating Budget**  
*(One Assistant Chief, Two Lieutenants and Five Firefighters)*
- ***Request ratification of Mayor’s prior approval.***

## Justice Court

12. New York State Association of Magistrates Court Clerks Conference, scheduled for September 16, through September 19, 2018 in Lake Placid, New York, at an approximate cost of \$1,100. (Mr. Cutrone, Clerk to the Village Justice)
- Operating Budget**
- ***Request ratification of Mayor’s prior approval.***

## Police

13. New York State Bureau of Weights and Measures - Annual Truck Scale Calibration, scheduled for September 9 through September 11, 2018, Syracuse, New York, approximate cost of \$600. (Police Officer Hudak) **Operating Budget**
- *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.*
  - ***Request ratification of Mayor’s prior approval.***
14. Social Networking Investigations Conference, scheduled for November 11 through November 16, 2018, Hoover, Alabama. There is no cost to the Village. (Detective Madden)
- *The United States Secret Service selected Detective Madden, after a comprehensive review, for this training.*

15. Asset Forfeiture and Financial Investigation, scheduled for September 26 through September 28, 2018, in Chautauqua, New York, approximate cost of \$600.  
(Detective Sergeant Grimes) **Operating Budget**

### Recreation

16. Accept Grant Agreement - Town of Hempstead - New York State Office of Children and Family Services.
- *Request authorization to accept the grant from the NYS Office of Children and Family Services in the amount of \$3,162 for year ending December 31, 2017. This grant is given to municipalities to assist in running programs and activities for children of Nassau County.*
17. Tennis Center Heating System Replacement.
- a) Increase the budget for the Project.
- *Board authorization is requested to increase the project amount for the Tennis Center Heating System Replacement from \$105,000 to \$215,000. (This amount includes a 10% contingency).*
- b) Bond Resolution - **(2018/19 Capital Budget)**
- *Board authorization is requested to adopt a Bond Resolution, as provided by Counsel, for the Tennis Center Heating System Replacement in the amount of \$215,000.*
  - *This is recommended to be a Type II and would then be exempt from further SEQRA Review.*
- c) Award Bid to Dominion Construction Corp., 108 Allen Boulevard, Farmingdale, New York, low bidder, for a cost of \$194,622.
- *This is subject to the 20 day estoppel period for the bond.*

### Building

18. Capital Project - Office Construction - Building Department.
- a) Request authorization to approve moving part of the funding that was allocated in the 2019/20 Capital Project Plan for office construction to fiscal year 2018/19 and seeking advancement of \$75,000 for fiscal year 2018/19.
- b) Transfer of Funds  
\$75,000 to Capital Projects (for the funding of Office Construction Project) from Contingent for construction needed in the Building Department prior to implementation of new software system. This project was initially proposed in the 2019-20 fiscal year.

## Public Works

19. NYCOM 2018 Public Works School, scheduled for October 15 through October 17, 2018 in Lake Placid, New York, approximate cost of \$3,200. **Operating Budget** (Messrs. DiFrancisco, Stanco and Bandini)
20. Acceptance of Maintenance Bond - Remove and Replace Roof on Municipal Yard Mechanics Garage.
  - *Tailored Roofing, Inc., 18 Cleveland Avenue, Bay Shore, New York, was the contractor for the “ Remove and Replace Roof on Municipal Yard Mechanics Garage Project”. It is requested that the Board accept the Maintenance Bond which guarantees for one year the work that they completed for the Village. The bond is in the amount of \$124,000. This Maintenance Bond has been reviewed by Counsel and approved as to form.*
21. New York State Energy Research and Development Authority (NYSERDA) Agreement. Request authorization to approve the change in the terms of the Agreement with NYSERDA from one year to three years in order for the Village to still qualify for the \$50,000 grant.

## Award of Bids

22. Furnish and Deliver Energy Efficient LED Street Lights.
  - a) Reject the bids of Magni Flood, Inc., Sentry Electric, Inc., and Best LED Group due to incomplete bids.
  - b) Award bid to Spring City Electrical Manufacturing Co., One South Main Street, Spring City, Pennsylvania, lowest and most responsible bidder, in the amount of \$257,072. **Capital Project**
  - *This is recommended to be a Type II and would then be exempt from further SEQRA Review.*
23. General Requirements Contract for Various Civil/Site Reconstruction, Highways, Drainage, Parking Lots and Parks. Award bid to Stasi Industries, Inc., 303 Winding Road, Old Bethpage, New York, overall low bidder, for an award based on unit cost for each item. **Capital Project**
  - *This is recommended to be a Type II and would then be exempt from further SEQRA Review.*
24. Sewer Main Repairs - Award bid to A.I.I. Allen Industries, Inc., 510 Broadway, Amityville, New York, low bidder at a cost of \$167,950. **Capital Project**
  - *This is recommended to be a Type II and would then be exempt from further SEQRA Review.*

25. Scoreboard Installation - Community Park - Award Bid to Palace Electrical Contractors, Inc., 3558 Park Avenue, Wantagh, New York, low bidder, at a cost of \$127,000. **Capital Project**
- *This is recommended to be a Type II and would then be exempt from further SEQRA Review.*

### External Communications

#### Permits

26. Garden City Country Club, 206 Stewart Avenue requesting to hold its annual Fireworks Display on Sunday, September 2, 2018 with a rain date of Monday, September 3, 2018.
- *All of the requirements for this event were submitted prior to the event.*
  - ***Request ratification of Mayor's prior approval.***
27. Ms. Joanna Templeton, Associate Vice-President for Brand Strategy and University Communications, Adelphi University, requesting authorization to install temporary pole banners on the fourteen (14) light poles adjacent to the University on South Avenue.
- *These banners will promote Adelphi University. Adelphi will be responsible for the installation, removal and maintenance of the banners which will be on display from the approval date to May 20, 2019.*
28. The Turkey Trot Race Committee, Inc., requesting to hold its annual Turkey Trot Race on Thanksgiving Day, Thursday, November 22, 2018. They request the use of St. Paul's Field House facilities on Wednesday, November 21, 2018 from 4:00 p.m. to 8:00 p.m. as well as on Race Day from 6:00 a.m. to 12:30 p.m.

### Board of Trustee Items

29. Board Consideration of Matters Related to Central Business District Parking Lots
- a) Modifying the Village Code and Policies to move oversight and regulation of Parking Lots to the Village Board of Trustees from the Traffic Commission.
  - b) Consideration of Proposal to Create a Reserved Parking Zone on a Trial basis in Parking Field 7N for separating residential from commercial parking, including imposition of a fee of \$150 per year for permitted segregated residential parking on the basis of 1 (one) permit per apartment for apartment buildings directly contiguous to Parking Field 7N which apartment buildings do not otherwise have parking facilities.
  - c) Modifying the existing Village Code to prohibit commercial vehicles from overnight parking in Village owned parking lots

30. Ambulance Service

a) Board of Trustee Consideration of Entering into a Contract with Winthrop Hospital for Winthrop Hospital to Provide Ambulance Service within the Village of Garden City.

IX. Citizen Comment on any Topic (limited to four minutes each)

X. Work Session - Presentation by Dev Pathik, Founder and CEO, Sports Facilities Advisory, LLC and Sports Facilities Management, LLC with regard to an overview of sports facilities at St. Paul's.

XI. Adjournment.