

MINUTES
BOARD OF TRUSTEES
November 19, 2013

PRESENT: Mayor Barbara Donno, Deputy Mayor Matthew Clinton, Trustees Tony DeSousa, Irwin Klein, and Patricia O'Neill, Building Inspector Edward Butt, Treasurer Valerie Giacinto, Village Clerk Joanna Palumbo, Code Enforcement Officer Robert Rockelein, and Village Counsel Rachel Scelfo.

Mayor Donno opened the meeting at approximately 8:05 PM with the Pledge of Allegiance & verification of a quorum.

Mayor Donno made a motion to accept the minutes from the October 15, 2013 Board of Trustees meeting. The motion was seconded by Trustee O'Neill.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee Klein: Aye
Trustee O'Neill: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Village Clerk Joanna Palumbo advised the Board that Mineola Signs had not yet completed the sign installation and that a punch list of remaining work was prepared by Robert Rockelein and sent to the sign company. Mineola Signs is waiting for the Village to approve the revised estimate which that included the increased number of posts and signs that were not in the original quote.

Building Inspector Edward Butt gave an update on the progress of the intersection reconstruction and traffic signal installation project at Plandome Road & Stonytown Road. He also stated that the scope of work has been increased to include a new retaining wall on the south-side of the roadway. He also presented the Board with proposals for Engineering Services for the Luquer Road repaving project. Mr. Butt also discussed with the Board his proposal for revising the Design Review Board application process for smaller projects. He suggested the Board consider an expedited review process for smaller projects in rear yards, out of public view.

Deputy Road Commissioner Robert Rockelein reported to the Board that there was one street light being reported to Anker Electric this month for repair. He also presented the Board with three code change recommendations that address 1.) The location requirements for port-a-potty's on a construction site, 2.) Securing of active construction sites for safety measures and 3.) The allowable time frame and placement duration for storage containers on a property.

Village Treasurer Valerie Giacinto then gave an overview of the Abstract Report of Audited Vouchers and the Profit and Loss Statement. She also advised the Board that the auditors are scheduled to do the examination of court books and records on November 25, 2013.

Mayor Donno made a motion that the Board of Trustees approve the proposal from Sidney Bown & Son for Engineering Design & Bid Services related to the Luquer Road repaving in the amount not to exceed \$7,000.00. The motion was seconded by Trustee DeSousa.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee Klein: Aye
Trustee O'Neill: Aye Mayor Donno: Aye
Approved. VOTE: 5/0 - Motion passes

Mayor Donno made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated November 19, 2013 and the Profit & Loss Statement ending October 2013. The motion was seconded by Trustee DeSousa.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee Klein: Aye
Trustee O'Neill: Aye Mayor Donno: Aye
Approved. VOTE: 5/0 - Motion passes

Trustee DeSousa made a motion that the Board of Trustees approve the proposal from Skinnon and Faber Certified Public Accountants, P.C. for the annual examination of court records and documents (for the time period of December 2011-October 2013) as required by Section 2019-a of the Uniform Justice Court Act. The fee for the service is \$750.00. The motion was seconded by Trustee O'Neill.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee Klein: Aye
Trustee O'Neill: Aye Mayor Donno: Aye
Approved. VOTE: 5/0 - Motion passes

Mayor Donno made a motion to appoint Dr. Kenneth McCulloch as BZA alternate member through April 2014. The motion was seconded by Trustee O'Neill.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee Klein: Aye
Trustee O'Neill: Aye Mayor Donno: Aye
Approved. VOTE: 5/0 - Motion passes

Trustee DeSousa made a motion to convene into Executive Session to discuss a contract matter. The motion was seconded by Trustee Clinton.

Mayor Donno made a motion to come out of executive session.

Trustee DeSousa made a motion to close the meeting. The motion was seconded by Trustee Clinton.

Respectfully submitted by:

Joanna Palumbo
Village Clerk