

**MINUTES OF THE WORK SESSION HELD BY THE
BOARD OF TRUSTEES OF THE INCORPORATED VILLAGE OF MASTIC BEACH
ON WEDNESDAY, MARCH 5, 2014 AT
MASTIC BEACH FIRE DEPARTMENT,
265 NEIGHBORHOOD RD, MASTIC BEACH, NEW YORK AT 5:00PM**

The Work Session was called to order at 5:08 PM by Mayor Biondi with 8 residents in attendance.

Mayor Biondi led the audience with the Pledge of Allegiance and Moment of Silence

Roll Call was taken by the Village Clerk.

In attendance: Mayor Biondi
Trustee Morrow
Trustee Cappiello
Trustee Busa

Absent: Deputy Mayor Stiriz

Also Present: Attorney Chris Bianco
Village Clerk Susan Draghi

Guest Speaker: Frank Russo and Nick Bono – H2M

Frank Russo and Nick Bono presented to the Board the updates on the costs of the sewer system.

Upon motion made by Mayor Biondi, seconded by Trustee Cappiello, it was RESOLVED to Accept the Minutes of the Monthly Meeting held on February 11, 2014.

Upon motion made by Mayor Biondi, seconded by Trustee Morrow, it was RESOLVED to authorize the payment of presented bills as per Abstract 10-2013 in the amount of \$10,693.93.

Upon motion made by Mayor Biondi, seconded by Trustee Busa, it was RESOLVED to authorize the payment of presented bills as per Abstract H3-2014 in the amount of \$68,950.48.

Upon motion made by Mayor Biondi, seconded by Trustee Morrow, it was RESOLVED to adopt the Equipment and Computer Use Policy.

Upon motion made by Mayor Biondi, seconded by Trustee Busa, it was RESOLVED to adopt the Freedom of Information of Request Policy and Procedure.

Upon motion made by Mayor Biondi, seconded by Trustee Cappiello, it was RESOLVED to adopt an Employee Exit Policy.

Upon motion made by Mayor Biondi, seconded by Trustee Cappiello, it was RESOLVED to adopt the issuing fuel PINS to certain Village Officials and employees.

Upon motion made by Mayor Biondi, seconded by Trustee Morrow, it was RESOLVED to adopt a Whistleblower Policy.

Upon motion made by Mayor Biondi, seconded by Trustee Busa, it was RESOLVED to adopt the Sexual Harassment Policy.

Upon motion made by Mayor Biondi, seconded by Trustee Cappiello, it was RESOLVED to adopt the policy on Misconduct, Fraud and Dishonesty.

Upon motion made by Mayor Biondi, seconded by Trustee Cappiello, it was RESOLVED to adopt the Records Management Policy.

Upon motion made by Mayor Biondi, seconded by Trustee Busa, it was RESOLVED to adopt the Compensation and Work Schedules Policy.

Upon motion made by Mayor Biondi, seconded by Trustee Morrow, it was RESOLVED to adopt the Credit Card Use Policy.

Upon motion made by Mayor Biondi, seconded by Trustee Busa, it was RESOLVED to adopt the Cell Phone Use Policy.

Upon motion made by Mayor Biondi, seconded by Trustee Morrow, it was RESOLVED to adopt the Anti-Discrimination and Anti-Harassment Policy.

Upon motion made by Mayor Biondi, seconded by Trustee Cappiello, it was RESOLVED to adopt the Fuel Policy.

Upon motion made by Mayor Biondi, seconded by Trustee Busa, it was RESOLVED to adopt the Workplace Violence Prevention Policy.

Upon motion made by Mayor Biondi, seconded by Trustee Busa, it was RESOLVED to adopt the Workplace Safety Policy,

Upon motion made by Mayor Biondi, seconded by Trustee Busa, it was RESOLVED to adopt the Breach of Security.

Upon motion made by Mayor Biondi, seconded by Trustee Busa, it was RESOLVED to authorize the transfer of development right of property (0209-16-2-35.1) located at Cypress Dr.

Upon motion made by Mayor Biondi, seconded by Trustee Cappiello, it was RESOLVED to authorize the Village Administrator Timothy Brojer and Fire Marshal Carlo Grover to attend Arson Investigation Training.

Upon motion made by Mayor Biondi, seconded by Trustee Busa, it was RESOLVED to adopt a Drug Free Workplace Policy.

Mayor Biondi would like to discuss, at the March 11th meeting, 2 hour parking on Neighborhood Road at the request of the business owners.

Mayor Biondi will give an update on the bus schedule at the March 11th meeting.

Upon motion made by Mayor Biondi, seconded by Trustee Cappiello and unanimously carried, it was RESOLVED to End the Work Session at 6:12 pm

Respectfully submitted,

Susan Draghi
Village Clerk

March 5, 2014