

THE INCORPORATED VILLAGE OF MASTIC BEACH
369 NEIGHBORHOOD ROAD
MASTIC BEACH, NY 11951

BOARD MEETING MINUTES
OCTOBER 1, 2014

PRESIDING OFFICER: William Biondi, *Mayor*

MEMBERS OF THE BOARD OF TRUSTEES PRESENT AND VOTING: Nick Busa, *Deputy Mayor*, Maura Sperry, Gary Stiriz, Bruce Summa

MEMBERS OF THE BOARD OF TRUSTEES ABSENT: None

OFFICIALS OF THE BOARD OF TRUSTEES PRESENT: Christopher Ricciardi, *Deputy Village Clerk*; Christopher Bianco, Esq., *Village Attorney*

ADMINISTRATIVE STAFF PRESENT AND REPORTING: None

INVITED GUESTS: None

1. CALL TO ORDER AND WELCOME

Mayor **William Biondi** called the meeting to order at 5:06 p.m. and welcomed those in attendance.

2. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Mayor **Biondi** led the salute to the flag and asked for a moment of silence for U.S. service members past and present.

3. ROLL CALL

The roll call of those members of the Board of Trustees present and voting was taken by Deputy Village Clerk **Christopher Ricciardi**.

4. ELECTRIC VEHICLE CHARGING STATIONS – SET PUBLIC HEARING

Motion offered by **William Biondi**, seconded by **Gary Stiriz** to wit:

WHEREAS, the establishment of a process for the installation of electric vehicle charging stations will aid the Village of Mastic Beach in moving forward with a green initiative; now, therefore, be it

RESOLVED, that a public hearing to create Section 531-15 of the Village Code shall be held at 7:00 p.m. on Tuesday, October 14, 2014, for the purpose of creating a process for the installation of electric vehicle charging stations; and be it further

RESOLVED, this Resolution shall take effect immediately.

Motion carried: 5-Yes; 0-No

5. RATIFICATION OF REQUEST TO TRANSFER PROPERTY

Motion offered by **William Biondi**, seconded by **Nick Busa** to wit:

WHEREAS, the Deputy Mayor polled the Board of Trustees on the request for the County of Suffolk to transfer to the Village of Mastic Beach the properties located at 80 Lynbrook Drive; 159 Lynbrook Drive and 120 Monroe Drive, all located in the Village of Mastic Beach; and

WHEREAS, a majority of the Board of Trustees agreed to the transfer of the afore-mentioned properties; now, therefore, be it

RESOLVED, that the request for the County of Suffolk to transfer to the Village of Mastic Beach the properties located at:

80 Lynbrook Drive; Mastic Beach, NY (Suffolk County Tax Map Number 0209-032.00-05-024.000);

159 Lynbrook Drive, Mastic Beach, NY (Suffolk County Tax Map Number 0209-024.00-

120 Monroe Drive, Mastic Beach, NY (Suffolk County Tax Map Number 0209-026.00-05.00-037.000)

Is hereby ratified; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Motion carried: 5-Yes; 0-No

6. AUTHORIZATION FOR THE PAYMENT OF BILLS

A. Abstract No. A5-2014

Motion offered by **William Biondi**, seconded by **Nick Busa** to wit:

WHEREAS, upon the recommendation of the Village Treasurer; now, therefore, be it

RESOLVED, that the Board of Trustees authorizes the payment of claims as presented in Abstract No. A5-2014, in the total amount of \$12,617.48, a copy of which is annexed to these minutes as **Attachment #1**, and made a part hereof.

Motion carried: 5-Yes; 0-No

B. Abstract No. H3-2014

Motion offered by **William Biondi**, seconded by **Nick Busa** to wit:

WHEREAS, upon the recommendation of the Village Treasurer; now, therefore, be it

RESOLVED, that the Board of Trustees authorizes the payment of claims as presented in Abstract No. H3-2014, in the total amount of \$25,210.00, a copy of which is annexed to these minutes as **Attachment #2**, and made a part hereof.

Motion carried: 3-Yes; 0-No; 2-Abstain (M. Sperry; B. Summa)

7. **APPROVAL OF INTERFUND BUDGET TRANSFERS**

Motion offered by **William Biondi**, seconded by **Gary Stiriz** to wit:

WHEREAS, during the conduct of operations by Village departments various expenses occur that are necessary to efficiently and effectively provide services to the public that were not anticipated when the budget was prepared or the costs exceed the amounts anticipated when the budget was prepared; and

WHEREAS, some of the amounts budgeted by a Village department are not required in the conduct of operations; and

WHEREAS, it is necessary for the amounts in a department's budget to be transferred between lines within a department's budget or for amounts to be transferred from one department or budget line to another department or budget line; now, therefore, be it

RESOLVED, that the Board of Trustees authorizes the budgetary transfers, a copy of which is annexed to these minutes as **Attachment #3** and made a part hereof; and be it further

RESOLVED, that the Mayor, the Treasurer and the Deputy Treasurer of the Village of Mastic Beach are hereby authorized to take appropriate steps and to prepare and file all appropriate forms and statements in order to carry out the purposes of this Resolution; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Motion carried: 3-Yes; 0-No; 2-Abstain (M. Spery; B. Summa)

8. APPROVAL OF MEETING MINUTES

A. September 3, 2014, Work Session Meeting

Motion offered by **William Biondi**, seconded by **Maura Spery** to wit:

RESOLVED, that the Minutes of the September 3, 2014, Work Session are hereby accepted and approved; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Motion carried: 4-Yes; 0-No; 1-Abstain (N. Busa)

B. September 9, 2014, Monthly Meeting

A discussion was held among the board members about items contained in the September 9, 2014, meeting minutes with the Village Attorney responding to questions posed by members of the Board. At the conclusion of the discussion, the following motion was made, seconded and voted upon.

Motion offered by **William Biondi**, seconded by **Gary Stiriz** to wit:

RESOLVED, that the Minutes of the September 9, 2014, Monthly Meeting are hereby accepted and approved; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Motion carried: 3-Yes; 1-No (B. Summa); 1-Abstain (M. Spery)

9. MOTION TO ENTER INTO EXECUTIVE SESSION

A motion was made by **William Biondi** to appoint a Village Clerk. At the request of Trustee **Spery**, the Mayor withdrew his motion,

which had not yet been seconded, and called for a motion to enter into executive session for the purpose of discussing particular personnel matters.

Motion offered by **Maura Spery**, and seconded by **William Biondi** to wit:

RESOLVED, that the Board of Trustees authorize the entering of executive session for the purpose of discussing particular personnel matters.

Motion carried: 5-Yes; 0-No

Mayor Biondi then adjourned the public session at 5:18 p.m.

10. EXECUTIVE SESSION

Present in executive session were Mayor **Biondi**, Deputy Mayor **Busa**, Trustees **Spery**, **Stiriz** and **Summa** and Village Attorney **Bianco**

The Mayor led a discussion among the board members about particular personnel matters.

11. MOTION TO ADJOURN EXECUTIVE SESSION

Motion offered by **William Biondi**, seconded by **Nick Busa** to wit:

RESOLVED, that the Board of Trustees adjourn its executive session.

Motion carried: 5-Yes; 0-No

12. RECONVENE IN PUBLIC SESSION

Mayor **Biondi** reconvened the meeting in public session at 6:01 p.m.

13. ACTIONS ARISING OUT OF EXECUTIVE SESSION

Pursuant to discussions held in executive session, Mayor **Biondi** called for resolutions pertaining to particular personnel matters.

A. VILLAGE CLERK

Motion offered by **William Biondi**, seconded by **Nick Busa** to wit:

WEHREAS, the Village is in need of a Village Clerk; and

WHEREAS, the Mayor has undertaken a search for a suitable and well-qualified candidate; and

WHEREAS, the Mayor, in accordance with *New York State Village Law Section 3-30(3)* presents **Susan Alevas** to the Board of Trustees for appointment as Village Clerk of the Incorporated Village of Mastic Beach; now, therefore, be it

RESOLVED, that **Susan Alevas** is hereby appointed the Village Clerk of the Incorporated Village of Mastic Beach in accordance with *New York State Village Law Section 3-301(3)*; and be it further

RESOLVED, that **Susan Alevas** shall serve the remaining term of the previous Village Clerk, which shall expire on April 6, 2015; and be it further

RESOLVED, that in accordance with *New York State Village Law Section 3-300(2)(a)*, **Susan Alevas** may reside within the County of Suffolk and outside the Village; and be it further

RESOLVED, that as Village Clerk, **Susan Alevas** shall receive an annual salary of \$70,000.00; and be it further

RESOLVED, that the Mayor of the Village of Mastic Beach and the Deputy Treasurer of the Village of Mastic Beach are hereby authorized to take appropriate steps and to prepare and file all appropriate forms, contracts and statements in order to carry out the purposes of this Resolution; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Motion carried: 5-Yes; 0-No

B. FULL-TIME ASSISTANT TO THE MAYOR

Motion offered by **William Biondi**, seconded by **Maura Spery** to wit:

WHEREAS, the Board of Trustees finds that the Village is in need of an employee to assist the Mayor in general office-related duties; and

WHEREAS, **Wendy Scharf** meets the requirements for the position of full-time Assistant to the Mayor; and

WHEREAS, **Wendy Scharf** may be appointed as a full-time Assistant to the Mayor in accordance with all applicable Suffolk County Civil Service rules and regulations; now, therefore, be it

RESOLVED, that **Wendy Scharf** is appointed to the position of full-time Assistant to the Mayor at a rate of \$18.00 per hour; and be it further

RESOLVED, that the Mayor and Deputy Treasurer are hereby authorized to sign and complete any documents necessary to effectuate this appointment; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Motion carried: 5-Yes; 0-No

C. APPROVAL TO ATTEND TRAINING SEMINAR AND PAYMENT OF RELATED TRAVEL EXPENSES AND FEES

Motion offered by **William Biondi**, seconded by **Bruce Summa** to wit:

WHEREAS, fire marshals and building inspectors are required to periodically take classes and attend seminars so that they may properly enforce New York State Building, Fire and related Codes; and

WHEREAS, the Board of Trustees finds that the attendance of Village Fire Marshall **Carlo Grover** and Senior Code Enforcement Officer **Timothy Brojer** at the fire and building code seminars to be held in Montour Falls, New York, from November 4-7, 2014, is necessary to ensure that they remain qualified to enforce all applicable state and local codes; and

WHEREAS, since their attendance at the seminar is necessary and work-related, the Village authorizes the use of the Village credit card for the seminar fees and travel-related expenses; now, therefore, be it

RESOLVED, that **Carlo Grover** and **Timothy Brojer** are authorized to attend the seminar to be held in Montour Falls, New York, from November 4-7, 2014; and be it further

RESOLVED, that all seminar fees and travel-related expenses, including hotel and vehicle-related expenses (IRS standard-mileage rate) shall be paid by the Village in accordance with its travel policy; and be it further

RESOLVED, that the Deputy Treasurer is hereby authorized to sign and complete any documents necessary to effectuate this appointment; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Motion carried: 4-Yes; 1-No (M. Spery)

D. FULL-TIME BUILDING INSPECTOR

Motion offered by **William Biondi**, seconded by **Nick Busa** to wit:

WHEREAS, the Board of Trustees finds that the Village is in need of a Building Inspector to ensure that property owners and occupants are in compliance with all applicable State and local building, zoning and related codes; and

WHEREAS, **Teresa A. Madarasz** meets the requirements for the position of full-time Building Inspector; and

WHEREAS, **Teresa A. Madarasz** may be appointed as a full-time Building Inspector in accordance with all applicable Suffolk County Civil Service rules and regulations; now, therefore, be it

RESOLVED, that **Teresa A. Madarasz** is appointed to the position of full-time Building Inspector at a rate of \$18.00 per hour; and be it further

RESOLVED, that the Mayor and Deputy Treasurer are hereby authorized to sign and complete any documents necessary to effectuate this appointment; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Motion carried: 5-Yes; 0-No

E. PART-TIME FIRE MARSHAL I

Motion offered by **William Biondi**, seconded by **Gary Stiriz** to wit:

WHEREAS, the Board of Trustees finds that the Village is in need of an employee with the necessary skills and qualifications to inspect buildings to ensure compliance with all applicable fire safety standards; and

WHEREAS, **Alfred T. Loiacono** meets the requirements for the position of part-time Fire Marshal I; and

WHEREAS, **Alfred T. Loiacono** may be appointed as a part-time Fire Marshal I in accordance with applicable Suffolk County Civil Service rules and regulations; now, therefore, be it

RESOLVED, that **Alfred T. Loiacono** is appointed to the position of part-time Fire Marshal I at a rate of \$18.00 per hour, not to exceed twenty (20) hours per week and only as needed in an emergency or in the absence of Fire Marshal **Carlo Grover**; and be it further

RESOLVED, that the Mayor and Deputy Treasurer are hereby authorized to sign and complete any documents necessary to effectuate this appointment; and be it further

RESOLVED, that this Resolution shall take effect immediately.

F. AUTHORIZATION FOR PAY-RATE CHANGE AND TEMPORARY APPOINTMENT OF DUTIES

Motion offered by **William Biondi**, seconded by **Maura Spery** to wit:

WHEREAS, an employee is needed to assume **Brittany Keeley's** hours during her leave-of-absence; and

WHEREAS, the Board of Trustees finds that increasing the pay rate of **Theresa Donnelly** is prudent and justified; now, therefore, be it

RESOLVED, that **Theresa Donnelly's** rate of pay is increased to \$18.00 per hour; and be it further

RESOLVED, that **Theresa Donnelly** is authorized to work in place of **Brittany Keeley** during Ms. **Keeley's** leave-of-absence; and be it further

RESOLVED, that the Mayor and Deputy Treasurer are hereby authorized to sign and complete any documents necessary to effectuate this increase in rate of pay and assumption of new responsibilities; and be it further

RESOLVED, that Ms. **Theresa Donnelly's** rate of pay shall be returned to her normal hourly rate upon the return of Ms. **Brittany Keeley**; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Motion carried: 5-Yes; 0-No

G. POSITION-TITLE CHANGE

1. MOTION TO TABLE

Mayor **William Biondi** called for a motion to approve a position-title change. Before that motion could be voted upon, the following motion was made.

Motion offered by **Maura Spery**, seconded by **Bruce Summa** to wit:

- WHEREAS,** the Board of Trustees just appointed a new Village Clerk; and
- WHEREAS,** the Board of Trustees wishes to afford the Village Clerk a 60-day time period within which to review and assess Village operations; now therefore be it
- RESOLVED,** that the Board of Trustees tables consideration of a position title change until such time as it receives a report and related recommendations from the Village Clerk.

Motion failed: 2-Yes (M. Spery; B. Summa); 3-No (W. Biondi; N. Busa; G. Stiriz)

2. MOTION TO APPROVE POSITION-TITLE CHANGE

Motion offered by **William Biondi**, seconded by **Gary Stiriz** to wit:

- WHEREAS,** the Board of Trustees finds that in addition to performing her duties as the Deputy Village Treasurer, **Jennifer Brojer** perform the work activities of an Account Clerk, as that title is defined by the Suffolk County Civil Service; and
- WHEREAS,** the job title of Deputy Village Treasurer/Account Clerk would more accurately reflect the duties and responsibilities currently undertaken by **Jennifer Brojer**; and
- WHEREAS,** the Suffolk County Civil Service has given the Village approval to change **Jennifer Brojer's** job title from full-time Deputy Village Treasurer to full-time Deputy Village Treasurer/Account Clerk; now therefore be it

RESOLVED, that the Board of Trustees authorizes and approves **Jennifer Brojer's** job title be changed from full-time Deputy Village Treasurer to full-time Deputy Village Treasurer/Account Clerk; and be it further

RESOLVED, that the Mayor is hereby authorized to sign and complete any documents necessary to effectuate this change in job title; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Motion carried: 3-Yes (W. Biondi; N. Busa; G. Stiriz);
2-No (M. Spery; B. Summa)

H. ASSOCIATE VILLAGE JUSTICE

Motion offered by **William Biondi**, seconded by **Maura Spery** to wit:

WHEREAS, **Francis Fineo** was appointed to the position of Associate Village Justice in April 2013 for two one-year terms; now, therefore, be it

RESOLVED, that **Francis Fineo** is hereby appointed to the position of Associate Village Justice of the Incorporated Village of Mastic Beach, nunc pro tunc, as of April 7, 2014; and be it further

RESOLVED, that the current term of Associate Village Justice shall expire on April 6, 2015; and be it further

RESOLVED, that in accordance with *New York State Village Law Section 3-300(2)(a)*, **Francis Fineo** may reside within the County of Suffolk and outside of the Village; and be it further

RESOLVED, that the Mayor of the Village of Mastic Beach and the Deputy Treasurer of the Village of Mastic Beach are hereby authorized to take appropriate steps and to prepare and file all appropriate forms, contracts and statements in order to carry out the purposes of this Resolution; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Motion carried: 5-Yes; 0-No

14. COMPREHENSIVE PLAN

Trustee **Spery** initiated a discussion among the Board of Trustees relating to the development of a Comprehensive Plan for the Village. Following a discussion, Mayor **Biondi** advised he will inquire with the Village Treasurer concerning budgetary allocation for this initiative.

15. BLIGHTED HOMES

Trustee **Spery** initiated a discussion about the status of the blighted homes listing that Trustee **Summa** had previously prepared and submitted to Village officials for review and action. A discussion ensued among members of the Board of Trustees.

Additional discussion on this topic related to the Village's recent letter-writing campaign asking New York State Attorney General **Eric Schneiderman** for assistance addressing the blighted homes issue.

16. FIRE ISLAND DUNE REPLENISHMENT PROJECT

A discussion was held among the Board of Trustees pertaining to the lawsuit relating to the Fire Island Dune Replenishment Project and the Temporary Restraining Order the Audubon Society recently obtained, as well as an effort to organize Village officials and residents to attend the October 8, 2014, hearing on this matter in Federal District Court in Central Islip, New York.

17. NOTICE OF PUBLIC HEARING

Mayor **Biondi** instructed Deputy Village Clerk **Ricciardi** to publish a legal notice calling for a Public Hearing to be held at 7:00 p.m. on Tuesday, November 11, 2014, at Village Hall, regarding the filing by the Building Inspector of a report containing his findings and recommendations regarding certain structures situate on premises on 25 Bayside Road, Mastic Beach, New York, in which said report finds that the structure is unsafe and dangerous to the public and recommends its immediate demolition and removal.

18. AMENDMENT OF RESOLUTION

Motion offered by **William Biondi** seconded by **Gary Stiriz** to wit:

WHEREAS,

earlier in the meeting the Board of Trustees passed a Resolution approving the appointment of a new Village Clerk; now, therefore, be it

RESOLVED, that the Board of Trustees amends its previous Resolution to include provision for the Mayor to execute the employment contract between **Susan Alevas, Esq.** and the Village of Mastic Beach, a copy of which is annexed to these minutes as **Attachment #4** and made a part hereof.

Motion carried: 5-Yes; 0-No

19. ADJOURNMENT

There being no further business to come before the Board of Trustees, Mayor **Biondi** called for a motion to end the meeting.

Motion offered by **William Biondi**, seconded by **Gary Stiriz** to wit:

RESOLVED, that the Village Board of Trustees adjourn its public session at 6:46 p.m.

Motion carried: 5-Yes; 0-No

Minutes Prepared By:
Susan F. Alevas, Esq., *Village Clerk*

Respectfully submitted,

Christopher Ricciardi, *Deputy Village Clerk*