

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



**PUBLIC AGENDA  
ANNUAL REORGANIZATION AND  
PUBLIC MEETING  
MAY 12, 2015**

Prepared by: Susan F. Alevas, Esq., *Village Clerk*

**THE INCORPORATED VILLAGE OF MASTIC BEACH  
369 NEIGHBORHOOD ROAD  
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**BOARD MEETING AGENDA**

1. **CALL TO ORDER AND WELCOME**
2. **PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**
3. **EMERGENCY-EVACUATION ANNOUNCEMENT**
4. **ROLL CALL**
5. **APPOINTMENT OF VILLAGE ATTORNEYS/SPECIAL COUNSEL**

Mayor **Sperry** will discuss with the Board her recommendation to appoint a Village Attorney, Deputy Village Attorneys and special counsel.
6. **SUFFOLK COUNTY POLICE REPORT**

Mayor **Sperry** will introduce representative(s) from the Suffolk County Police Department, 7<sup>th</sup> Precinct, who will give an update about police matters within the Village during the past month.
7. **MAYORAL APPOINTMENTS**

Mayor **Sperry** will call for motions to appoint the Village Clerk/Administrator, Deputy Village Clerk, Treasurer and Deputy Village Treasurer.
8. **SETTING DATES OF REGULAR MONTHLY MEETINGS**

Mayor **Sperry** will call for a Resolution to set dates for regular monthly meetings of the Board of Trustees.
9. **PROCEDURES FOR SETTING SPECIAL MEETINGS**

Mayor **Sperry** will call for a Resolution relating to procedures for setting special meetings of the Board of Trustees.

**10. APPROVING APPOINTMENTS OF VILLAGE OFFICIALS**

Mayor **Sperry** will call for a Resolution regarding the appointment of Village officials.

**11. VILLAGE COST OF BONDING VILLAGE OFFICERS**

Mayor **Sperry** will call for a motion to approve and authorize the cost of bonding Village officers at the current levels.

**12. DESIGNATION OF OFFICIAL BANK AND DEPOSITORY**

Mayor **Sperry** will call for a Resolution to designate the Village's official bank and depository.

**13. VILLAGE PROCUREMENT POLICY**

Mayor **Sperry** will call for a Resolution to adopt the existing Village Procurement Policy, as is required annually.

**14. DESIGNATION OF OFFICIAL VILLAGE NEWSPAPER**

Mayor **Sperry** will call for a Resolution to designate an official newspaper for the Village.

**15. ADOPTING OFFICIAL BOARD-MEETING PROCEDURES**

Mayor **Sperry** will call for a Resolution to adopt the existing meeting procedures.

**16. SETTING THE 2016 ANNUAL REORGANIZATION MEETING**

Mayor **Sperry** will call for a Resolution to set the 2016 Annual Reorganization meeting of the Board of Trustees.

**17. ACCEPTANCE OF MINUTES**

Mayor **Sperry** will call for Resolutions accepting a series of meeting minutes, some of which were not accepted at a previous meeting.

**18. AUTHORIZATION FOR THE PAYMENT OF CLAIMS**

Treasurer **Hedy Bluth** will be present to review with the Board of Trustees the Financial Abstract #A12-2015(a), in the amount of \$35,290.77.

**19. AUTHORIZATION FOR SERIAL-BOND PAYMENTS**

Mayor **Sperry** will call for a motion to authorize the Treasurer to make all scheduled serial-bond payments for both interest and principal pursuant to the debt schedule for the serial bonds that were issued for the purchase and renovation of the Village-Hall building in 2013.

**20. PERSONNEL APPOINTMENT**

Mayor **Sperry** will call for a motion to authorize the appointment of a part-time seasonal employee for the Department of Public Works.

**21. APPOINTMENT OF PUBLIC RELATIONS/MARKETING FIRM**

Pursuant to interviews the Board of Trustees conducted, Mayor **Sperry** will call for a motion to appoint a public relations/marketing firm pursuant to the Village's recent Requests-for-Proposals (RFP's).

**22. TRUSTEE REPORTS**

Mayor **Sperry** will advise the public that commencing with the June 2015 public-session meeting, she will be calling upon members of the Board to render reports as follows:

Parks and Recreation – Trustee **Christopher Anderson**  
Buildings and Housing – Trustee **Elizabeth Manzella**  
Public Safety – Trustee **Anne Snyder**  
Public Works – Deputy Mayor **Bruce Summa**

**23. ADDENDUM**

Mayor **Sperry** may raise additional items for discussion and/or Resolution by the Board of Trustees for matters that may arise after the publication of this agenda.

**24. PUBLIC COMMENTS/QUESTIONS**

Mayor **Sperry** will invite those members of the public who completed public-comment cards to address the Board of Trustees. In keeping with the Board's existing *Rules of Procedure*, each member of the public will be given three (3) minutes to address the Board.

**25. MOTION TO ENTER INTO EXECUTIVE SESSION**

Mayor **Sperry** will request a motion for the Board of Trustees to executive session for the purpose of discussing particular personnel and legal matters, as permitted under the *New York State Public Officers Law*.

**26. EXECUTIVE SESSION**

Pursuant to *New York State Public Officers Law*, Mayor **Sperry** will adjourn the public session of the meeting so that the Board may convene its discussions in executive session.

**27. ADJOURNMENT OF EXECUTIVE SESSION**

Mayor **Sperry** will call for a resolution of the Board of Trustees to adjourn its executive session and to reconvene the meeting in public session.

**28. POSSIBLE ACTIONS ARISING OUT OF EXECUTIVE SESSION**

Mayor **Sperry** will reconvene the meeting in public session and will call for resolution(s) for any action(s) that may arise out of executive-session discussions.

**29. MEETING ADJOURNMENT**

Mayor **Sperry** will call for a resolution to adjourn the public meeting.