

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

**BOARD MEETING MINUTES
SEPTEMBER 2, 2015**

PRESIDING OFFICER: Maura Spery, *Mayor*

MEMBERS OF THE BOARD OF TRUSTEES PRESENT AND VOTING:

Christopher Anderson, Elizabeth Manzella and Anne Snyder, *Trustees*

MEMBERS OF THE BOARD OF TRUSTEES ABSENT:

Bruce Summa, *Deputy Mayor*

OFFICIALS OF THE BOARD OF TRUSTEES PRESENT:

G. William Germano, Esq., *Deputy Village Attorney*; Wendy Scharf, *Deputy Village Clerk*

STAFF PRESENT AND REPORTING:

None

INVITED GUESTS:

None

1. CALL TO ORDER AND WELCOME

Mayor **Maura Spery** called the meeting to order at 6:02 p.m. and welcomed those in attendance.

2. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

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

3. EMERGENCY-EVACUATION ANNOUNCEMENT

Deputy Village Clerk **Wendy Scharf** reviewed the emergency procedure for exiting the building.

4. ROLL CALL

Deputy Village Clerk **Scharf** conducted a roll call of the Board of Trustees.

5. APPROVAL OF MINUTES

A motion was made by **Maura Spery** and seconded by **Elizabeth Manzella**, after which there was a question on the pending motion. Following a discussion, voting on the pending motion was as follows.

Motion offered by **Maura Spery**, seconded by **Elizabeth Manzella** to wit:

WHEREAS, the Board of Trustees has been presented with a copy of its meeting minutes, dated August 11, 2015; now, therefore, be it

RESOLVED, that the Board of Trustees approves the August 11, 2015, meeting minutes, as presented; and be it further

RESOLVED, that the Board of Trustees authorizes the Village Clerk/Administrator to insert the August 11, 2015, meeting minutes with annexed attachments into the official Meeting Minute books maintained by the Village of Mastic Beach and that the same shall remain a permanent Village record.

Motion carried -- 3-Yes; 1-No (**C. Anderson**); 1-Absent (**B. Summa**)

6. AUTHORIZATION FOR THE PAYMENT OF CLAIMS

Treasurer **Hedy Bluth** filed with the Board of Trustees the Financial Abstract #A4-2015.

Motion offered by **Maura Spery**, seconded by **Elizabeth Manzella** 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. A4-2015, in the total amount of \$80,760.43, a copy of which is annexed hereto and made a part hereof as **Attachment #1.**

Motion failed -- 2-Yes; 0-No; 2-Abstention (**C. Anderson; A. Snyder**); 1-Absent (**B. Summa**)

7. APPROVAL OF PURCHASE ORDER

The company that electronically updates municipal codes for the Village requires written authorization to proceed based upon a purchase-cost estimate. In accord with the Village's Procurement Policy, the Village Clerk/Administrator filed with the Board the request that a purchase order to be approved for this purpose. This authorization will enable the Village Clerk/Administrator to provide the written authorization for the company to proceed in updating the Village's 2013 (portion), 2014 and 2015 (to date) local laws, all of which have been previously filed with the New York State Department of State per enabling Board Resolutions.

A motion was made by **Maura Spery** and seconded by **Elizabeth Manzella**, after which there was a question on the pending motion. Following a discussion, voting on the pending motion was as follows.

Motion offered by **Maura Spery**, seconded by **Elizabeth Manzella** to wit:

WHEREAS, upon the recommendation of Mayor **Spery**; now, therefore, be it

RESOLVED, that the Board of Trustees authorizes a purchase-order encumbrance for a minimum of \$3,505.00 and a maximum of \$4,280.00 be approved as the same relates to a request from the **General Code**, 781 Elmgrove Road, Rochester, New York 14624, for written authorization to proceed with the electronic updating of the Village's 2013 (portion); 2014 and 2015 (to date) local laws; and be it further

RESOLVED, that the Village Clerk/Administrator is authorized to provide such written authorization for **General Code** to proceed with this updating; and be it further

RESOLVED, that upon the Village's receipt of a final invoice for this work, the same will be reflected on an abstract to be presented to the Board at a subsequent meeting; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Motion carried -- 4-Yes; 0-No; 1-Absent (**B. Summa**)

8. **PERSONNEL ACTIONS**

A. PART-TIME APPOINTMENTS – MODIFICATIONS

Subsequent to the August 11, 2015, Board of Trustees' meeting, it was learned that due to a miscommunication, part-time, temporary seasonal laborer **Michael Shershenovich** commenced his employment on August 10, 2015, and not August 12, 2015, as the August 11, 2015, agenda indicated. Similarly, part-time, temporary seasonal laborer **Paul Kaniecki** commenced his employment on August 11, 2015, and not August 12, 2015, as the August 11, 2015, agenda indicated.

Accordingly, Mayor **Spery** called for motions to modify the August 11, 2015, resolutions appointing these two individuals to the extent that their respective start dates are modified to reflect the foregoing.

A motion was made by **Maura Spery** and seconded by **Elizabeth Manzella**, after which there was a question on the pending motion. Following a discussion, voting on the pending motion was as follows.

Motion offered by **Maura Spery**, seconded by **Elizabeth Manzella** to wit:

WHEREAS, upon the recommendation of Mayor **Spery**; now, therefore, be it

RESOLVED, that the Board of Trustees modifies its August 11, 2015, Resolution authorizing the appointment of Mr. **Michael Shershenovich**¹ to a part-time, temporary seasonal Laborer position (*replacing*

¹ Incorrectly spelled "Shershenoukh" in the August 11, 2015, board-meeting documents.

Richard Contin) (Suffolk County Civil Service Job Duties Statement #13-1132), at an hourly rate of \$12.00, for a maximum of twenty (20) hours per week, to the extent that the employee's effective date is modified to August 10, 2015, and continuing for such a period as shall be determined in the Village's sole discretion and, in no event, to extend beyond September 30, 2015, with accrued leave benefits at the rate currently in effect for part-time Village employees; and be it further

RESOLVED, that the Village Clerk/Administrator and the Treasurer are authorized to take all actions necessary to effectuate this Resolution; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Motion carried -- 4-Yes; 0-No; 1-Absent (**B. Summa**)

Motion offered by **Maura Spery**, seconded by **Elizabeth Manzella** to wit:

WHEREAS, upon the recommendation of Mayor **Spery**; now, therefore, be it

RESOLVED, that the Board of Trustees authorizes the appointment of Mr. **Paul Kaniecki** to a part-time, temporary Laborer position (*replacing a portion of duties of another employee who is on an approved absence*) (Suffolk County Civil Service Job Duties Statement #13-1132), at an hourly rate of \$12.00, for a maximum of twenty (20) hours per week, to the extent that the employee's effective date is modified to August 11, 2015, and continuing for such a period as shall be determined in the Village's sole discretion and, in no event, to extend beyond September 30, 2015, with accrued leave benefits at the rate currently in effect for part-time Village employees; and be it further

RESOLVED, that the Village Clerk/Administrator and the Treasurer are authorized to take all actions necessary to effectuate this Resolution; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Motion carried -- 4-Yes; 0-No; 1-Absent (**B. Summa**)

B. PART-TIME APPOINTMENT

A motion was made by **Maura Spery** and seconded by **Elizabeth Manzella**, after which there was a question on the

pending motion. Following a discussion, voting on the pending motion was as follows.

Motion offered by **Maura Spery**, seconded by **Elizabeth Manzella** to wit:

WHEREAS, upon the recommendation of Mayor **Spery**; now, therefore, be it

RESOLVED, that the Board of Trustees ratifies the Mayor's interim appointment of Ms. **Renata Calixto** to the part-time position of Clerk-typist (Suffolk County Civil Service Title #0021; Suffolk County Civil Service Duties Statement #11-1106), at an hourly salary of \$14.00 per hour, maximum of twenty (20) hours, effective August 24, 2015, with accrued leave benefits at the rate currently in effect for part-time Village employees; and be it further

RESOLVED, that the Village Clerk/Administrator and the Treasurer are authorized to take all actions necessary to effectuate this Resolution; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Motion carried -- 3-Yes; 1-No (**C. Anderson**); 1-Absent (**B. Summa**)

C. LEAVE-WITHOUT-PAY

A motion was made by **Maura Spery** and seconded by **Elizabeth Manzella**, after which there was a question on the pending motion. Following a discussion, voting on the pending motion was as follows.

Mayor **Spery** called for a motion to authorize a newly-hired employee to take leave-without-pay to accommodate scheduling needs that existed prior the employee's appointment with the Village.

Motion offered by **Maura Spery**, seconded by **Elizabeth Manzella** to wit:

WHEREAS, upon the recommendation of Mayor **Spery**; now, therefore, be it

RESOLVED, that the Board of Trustees authorizes an unpaid leave-of-absence for part-time Clerk-Typist **Renata Calixto** for the period

September 17, 2015, through September 21, 2015, inclusive, to accommodate scheduling needs that pre-dated Ms. **Calixto's** employment appointment in the Village; and be it further

RESOLVED, that the Village Clerk/Administrator and the Treasurer are authorized to take all actions necessary to effectuate this Resolution; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Motion failed -- 2-Yes; 1-No (**C. Anderson**); 1-Abstention (**A. Snyder**); 1-Absent (**B. Summa**)

D. FULL-TIME, PROVISIONAL APPOINTMENT – MODIFY LEAVE-ACCRUAL RATE

In printing out the approved July 8, 2015, Board of Trustees' meeting minutes, the Village Clerk/Administrator saw that the Resolution authorizing the full-time, provisional appointment of Code-Enforcement Supervisor **Patrick McCall** inadvertently included an incorrect rate for leave accrual. The minutes reflected part-time leave accruals when Mr. **McCall's** full-time, provisional appointment entitles him to receive the full-time accrual rate.

Accordingly, Mayor **Sperry** called for a motion to modify the July 8, 2015, resolution appointing Mr. **McCall** only to the extent that his leave-accrual rate is corrected.

A motion was made by **Maura Sperry** and seconded by **Elizabeth Manzella**, after which there was a question on the pending motion. Following a discussion, voting on the pending motion was as follows.

Motion offered by **Maura Sperry**, seconded by **Elizabeth Manzella** to wit:

WHEREAS, upon the recommendation of Mayor **Sperry**; now, therefore, be it

RESOLVED, that the Board of Trustees modifies its July 8, 2015, Resolution authorizing and ratifying the Mayor's interim appointment of Mr. **Patrick McCall** to the full-time position of Code-Enforcement Supervisor (Suffolk County Civil Service Title #5179; Suffolk County Civil Service Duties Statement #14-1172, at a salary of \$45,500.00 annually (exempt from overtime), effective July 6, 2015, to the

extent that Mr. **McCall's** accrued leave benefits shall be at the rate currently in effect for full-time Village employees; and be it further

RESOLVED, that since there isn't a current Suffolk County Civil Service competitive-appointment list for this position and, pursuant to Suffolk County Civil Service regulations, this appointment for Mr. **McCall** shall be provisional until such time as the Suffolk County Civil Service conducts an examination for this competitive title and the Village is able to recruit, interview and select off a newly-issued Suffolk County Civil Service list for the same; and be it further

RESOLVED, that the Village Clerk/Administrator and the Treasurer are authorized to take all actions necessary to effectuate this Resolution; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Motion carried -- 4-Yes; 0-No; 1-Absent (**B. Summa**)

E. RESIGNATION

A motion was made by **Maura Spery** and seconded by **Elizabeth Manzella**, after which there was a question on the pending motion. Following a discussion, voting on the pending motion was as follows.

Motion offered by **Maura Spery**, seconded by **Elizabeth Manzella**
to wit:

WHEREAS, upon the recommendation of Mayor **Spery**; now, therefore, be it

RESOLVED, that the Board of Trustees accepts the resignation of part-time, seasonal clerk-typist **Jacqueline Pendleton**, effective at the close of business on Friday, September 4, 2015; and be it further

RESOLVED, that Ms. **Pendleton's** employment was not long enough in duration for her to be owed any payout for unused, accrued vacation time; and be it further

RESOLVED, that the Village Clerk, Village Attorney and the Finance Department are authorized to take all actions necessary to effectuate this Resolution; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Motion carried -- 4-Yes; 0-No; 1-Absent (**B. Summa**)

F. SEPARATION OF EMPLOYMENT

A motion was made by **Maura Spery** and seconded by **Elizabeth Manzella**, after which there was a question on the pending motion. Following a discussion, voting on the pending motion was as follows.

Motion offered by **Maura Spery**, seconded by **Elizabeth Manzella** to wit:

RESOLVED, pursuant to authority granted to the Mayor under *New York State Village Law*, Laborer **Paul Kaniecki** has been separated from employment, effective August 28, 2015; now, therefore, be it

RESOLVED, that Mr. **Kaniecki** is not entitled to receive any payout for unused, accrued sick or vacation time; and be it further

RESOLVED, that the Village Clerk/Administrator, Village Counsel and the Treasurer are authorized to take all actions necessary to effectuate this Resolution; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Motion carried -- 4-Yes; 0-No; 1-Absent (**B. Summa**)

9. 2016 HOLIDAY SCHEDULE

Historically, the Village has designated the equivalent of 13 holidays (some of which are half days) when Village operations will be closed. The following proposed schedule reflects the protocol established in prior years. Given that the Village remains in negotiations with Local 342, it is important that the Village adhere to established practice relating to employee benefits (i.e., holiday schedule).

Motion offered by **Maura Spery**, seconded by **Elizabeth Manzella** to wit:

RESOLVED, that the Board of Trustees authorizes the closing of Village Hall during the 2016 calendar year as follows:

New Year's Day – Friday, January 1, 2016
Dr. Martin Luther King, Jr. Day – Monday, January 18, 2016
Presidents' Day – Monday, February 15, 2016
Memorial Day – Monday, May 30, 2016
Independence Day – Friday, July 4, 2016
Labor Day – Monday, September 5, 2016
Columbus Day – Monday, October 10, 2016
Election Day – Tuesday, November 8, 2016
Veterans' Day – Friday, November 11, 2016
Thanksgiving Day and Day After – Thursday, November 24, 2016, and Friday, November 25, 2016
Christmas Eve (observed) (half day starting at 12 noon) – Friday, December 23, 2016
Christmas Day (national-holiday observed) – Monday, December 26, 2016
New Year's Eve (observed) (starting at 12 noon) – Friday, December 30, 2016; and be it further

RESOLVED, that Village Clerk/Administrator is authorized to communicate the 2016 holiday schedule to Village employees and to publicize the same for the public.

Motion carried -- 4-Yes; 0-No; 1-Absent (**B. Summa**)

10. MEMBERSHIP DUES

Motion offered by **Maura Spery**, seconded by **Elizabeth Manzella** to wit:

WHEREAS, it is in the best interest of the Village for its employees to participate in municipal associations for the purpose of staying current with emerging issues and best practices pertaining to Village operations; and

WHEREAS, upon the recommendation of Mayor **Spery**; now, therefore, be it

RESOLVED, that the Board of Trustees authorizes the payment of the **Long Island Village Clerks' and Treasurers' Association** 2015-16 membership dues for the following employees, at \$50.00 per employee for a total of \$200.00:

Susan F. Alevas, Esq., *Village Clerk/Administrator;*
Hedy Bluth, *Treasurer*
Dawn McNeil, *Deputy Village Treasurer*
Wendy Scharf, *Deputy Village Clerk;* and be it further

RESOLVED, that the Village Clerk/Administrator and Treasurer are authorized to take all actions necessary to effectuate this Resolution; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Motion carried -- 4-Yes; 0-No; 1-Absent (**B. Summa**)

11. CONFERENCE-ATTENDANCE MODIFICATION

At the August 5, 2015, Board of Trustees' meeting, a Resolution was passed permitting the attendance of several employees at the New York State Conference of Mayors and Municipal Officials' (NYCOM's_ 2015 Fall Training School for City and Village Officials. Since that time, a scheduling conflict has arisen that requires the Board to substitute the attendance of one of the previously-authorized employees.

A motion was made by **Maura Spery** and seconded by **Elizabeth Manzella**, after which there was a question on the pending motion. Following a discussion, voting on the pending motion was as follows.

Motion offered by **Maura Spery**, seconded by **Elizabeth Manzella** to wit:

WHEREAS, upon the recommendation of Mayor **Spery**; now, therefore, be it

RESOLVED, that the Board of Trustees authorizes the attendance of Code Dispatcher **Theresa Donnelly** as a substitute for Village Clerk/Administrator **Susan F. Alevas, Esq.,** at the New York State Conference of Mayors and Municipal Officials' (NYCOM's) 2015 Fall Training School for City and Village Officials; and be it further

RESOLVED, that the Board of Trustees authorizes the afore-mentioned employee to attend this conference from September 28, 2015, through and including October 2, 2015; and be it further

RESOLVED, that the Board of Trustees further authorizes the payment of related hotel accommodations for this employee at the Crowne Olympic Drive, Lake Placid, New York 12946, New York, at the government daily-room rate of \$1,239.20, per employee for a total of five nights, beginning September 27, 2015, through and including October 1, 2015 (with check-out on October 2, 2015); and be it further

RESOLVED, that all workshop fees, in the total amount of \$285.00 for this employee, hotel-room costs and travel-related expenses (mileage-reimbursement expenses at the prevailing Internal Revenue Service [IRS] rate or use of the Village Mayor's vehicle and reimbursement of gas costs upon submission of original receipts) shall be paid by the Village in accordance with its travel policy; and be it further

RESOLVED, that the Board of Trustees authorizes the Village Clerk/Administrator and Village Treasurer to take all necessary actions to effectuate this Resolution, which shall take effect immediately, including the issuance of Village checks to cover the afore-described expenses relating to the payment for workshop registration and hotel accommodations and employee reimbursement of meals and gasoline purchases, in accord with related Village policy, to register Ms. **Donnelly** for this training.

Motion carried -- 4-Yes; 0-No; 1-Absent (**B. Summa**)

12. TRAFFIC STUDY

At the request of Deputy Mayor **Bruce Summa**, Mayor **Spery** called for a motion to authorize a traffic study be conducted.

A motion was made by **Maura Spery** and seconded by **Elizabeth Manzella**, after which there was a question on the pending motion. Following a discussion, the pending motion originally made by **Maura Spery** and seconded by **Elizabeth Manzella** was then amended, with voting on the amended motion as follows.

Motion offered by **Maura Spery**, seconded by **Christopher Anderson** to wit:

WHEREAS, it is in the best interest of the Village to take all reasonable steps to provide for reasonably safe traffic patterns; and

WHEREAS, at the request of Deputy Mayor **Summa** and upon the recommendation of Mayor **Sperry**; now, therefore, be it

RESOLVED, that the Board of Trustees authorizes a traffic study to be conducted to determine the feasibility of creating a “right-turn-on-red” lane and combining the left-turn and straight lanes into one lane at the westbound side of Wavecrest Drive at the intersection of Mastic Road; and be it further

RESOLVED, that the Board of Trustees authorizes that the afore-mentioned traffic study shall also include Market Street; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Motion carried -- 4-Yes; 0-No; 1-Absent (**B. Summa**)

13. TEMPORARY-ROAD CLOSURE – COMMUNITY EVENT

Motion offered by **Maura Sperry**, seconded by **Anne Snyder** to wit:

WHEREAS, the **Pattersquash Civic Association** will be conducting its Seventh Annual Harvest Festival on September 19, 2015; and

WHEREAS, in past years, the Festival has attracted a large number of visitors to the Village resulting in significantly-increased traffic on certain Village streets; and

WHEREAS, pursuant to Sections 510-8-33 and 510-8-34 of the Village Code and Title 8, Article 30 of the *New York State Vehicle and Traffic Law*, the Village has the authority to regulate parking; and

WHEREAS, parking restrictions during the Festival will be necessary to help ensure the free flow of traffic throughout the Village and to help protect the public safety of all visitors and residents; and

WHEREAS, at the request of the Village Fire Marshal and upon the recommendation of Mayor **Sperry**; now, therefore, be it

RESOLVED, that the Board of Trustees authorizes that from the hours of 6:00 a.m. to 6:00 p.m. on September 19, 2015, with a rain date of September 20, 2015, parking shall be prohibited on the following streets and that the following temporary-road closures will be in effect for the following streets:

Neighborhood Road from Diana Drive to Woodside Drive; and be it further

RESOLVED, that the Mayor of the Village of Mastic Beach is hereby authorized to carry out the purposes of this Resolution as she deems necessary; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Motion carried -- 4-Yes; 0-No; 1-Absent (**B. Summa**)

14. ENGINEERING SERVICES – ROAD-PAVING PROJECT

Pursuant to the Village’s procurement policy, three written quotes for professional-engineering services have been obtained relating to the oversight of the Mastic Road-paving project. It is anticipated that the Village will need approximately four days of such inspection services.

Accordingly, Mayor **Sperry** called for a motion to authorize the solicitation of RFP’s for engineering services.

A motion was made by **Maura Sperry** and seconded by **Anne Snyder**, after which there was a question on the pending motion. Following a discussion, voting on the pending motion was as follows.

Motion offered by **Maura Sperry**, seconded by **Anne Snyder** to wit:

WHEREAS, it is in the Village’s best interest to secure professional-engineering services for the Village’s Mastic Road-paving project; and

WHEREAS, pursuant to the Village’s procurement policy, three written quotes for these professional services have been obtained; and

WHEREAS, upon the recommendation of Mayor **Sperry**; now, therefore, be it

RESOLVED, that the Board of Trustees authorizes the appointment of **H2M Architects and Engineers**, 538 Broad Hollow Road, 4th Floor, East Melville, New York 11747, to provide inspection services for the Mastic Road-paving project, at a daily rate (7 hours) of \$1,029.00, with a \$220-per-hour charge for any hours worked above seven (7) in a single day, which represents the lowest cost

among the three written quotes the Village received, copies of which are annexed hereto and made a part hereof as **Attachment #2**; and be it further

RESOLVED, that the Village Clerk/Administrator and the Treasurer are authorized to undertake all actions necessary to effectuate this Resolution; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Motion carried -- 4-Yes; 0-No; 1-Absent (**B. Summa**)

15. MOTION TO ENTER INTO EXECUTIVE SESSION

Mayor **Spery** requested a motion for the Board of Trustees to enter into executive session for the purpose of discussing legal matters, as permitted under the *New York State Public Officers Law*.

Motion offered by **Maura Spery**, seconded by **Elizabeth Manzella** to wit:

RESOLVED, that the Board of Trustees enter into executive session for the purpose of discussing legal matters, as is permitted under *New York State Public Officers Law*.

Motion carried -- 4-Yes; 0-No; 1-Absent (**B. Summa**)

Upon passage of the foregoing Resolution, Mayor **Spery** adjourned the public session at 6:47 p.m. and convened the Board of Trustees in executive session at 6:49 p.m.

16. EXECUTIVE SESSION

Mayor **Spery**, Trustees **Anderson**, **Manzella** and **Snyder**, Deputy Village Attorney **G. William Germano**, and Deputy Village Clerk **Scharf** were present in executive session. The Board of Trustees discussed particular legal matters.

17. ADJOURNMENT OF EXECUTIVE SESSION

Motion offered by **Maura Spery**, seconded by **Elizabeth Manzella** to wit:

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

Motion carried -- 4-Yes; 0-No; 1-Absent (**B. Summa**)

Upon passage of the foregoing Resolution, Mayor **Sperry** adjourned the executive session at 7:07 p.m. and re-convened the Board of Trustees' meeting in public session at 7:08 p.m.

18. MEETING ADJOURNMENT

There being no further items to come before the Board of Trustees, Mayor **Sperry** called for a motion to adjourn the meeting.

Motion offered by **Maura Sperry**, seconded by **Anne Snyder** to wit:

RESOLVED, that the Board of Trustees adjourn its meeting at 7:09 p.m.

Motion carried -- 4-Yes; 0-No; 1-Absent (**B. Summa**)

Respectfully submitted,

Wendy Scharf
Deputy Village Clerk