

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

BOARD MEETING
MINUTES
MAY 4, 2016

PRESIDING OFFICER: Maura P. Spery, *Mayor*

MEMBERS OF THE BOARD OF TRUSTEES PRESENT AND VOTING:

Elizabeth “Betty” Manzella, *Deputy Mayor* (arrived at 6:40 p.m. during Item #11);
Christopher Anderson, Joseph H. Johnson, and Anne Snyder, *Trustees*

MEMBERS OF THE BOARD OF TRUSTEES ABSENT: None

OFFICIALS OF THE BOARD OF TRUSTEES PRESENT:

Guy W. Germano, Esq., *Village Attorney*; G. William Germano, Jr., Esq., *Deputy Village Attorney*; and Susan F. Alevas, Esq., *Village Clerk/Administrator*

STAFF PRESENT AND REPORTING:

None

INVITED GUESTS:

None

1. CALL TO ORDER AND WELCOME

Mayor Spery called the meeting to order at 6:05 p.m.

2. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Mayor Spery led the Pledge of Allegiance that was followed by a moment of silence.

3. EMERGENCY-EVACUATION ANNOUNCEMENT

Village Clerk/Administrator **Alevas** reviewed the emergency-evacuation procedure.

4. ROLL CALL

Village Clerk/Administrator **Alevas** conducted a roll call of the Board of Trustees.

5. ACKNOWLEDGMENT OF MINUTES

Mayor **Spery** polled the Board members to see if they have any comments/revisions to the April 19, 2016, and April 25, 2016, draft meeting minutes. Trustee **Anderson** requested these matters be deferred to the May 17, 2016, meeting.

6. AUTHORIZATION FOR THE PAYMENT OF CLAIMS

A motion was made by **Maura Spery** and seconded by **Joseph Johnson** to authorize the payment of claims. Following a discussion, voting on the pending motion was as follows.

Motion offered by **Maura Spery**, seconded by **Joseph Johnson** 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. A12-2016, in the total amount of \$33,703.55, a copy of which is annexed hereto and made a part hereof as **Attachment #1**.

Motion carried: 3-Yes; 1-No (**C. Anderson**);
1-Absent (**E. Manzella**)

7. SETTING 2016-17 VILLAGE-TAX RATE

Pursuant to the Board's adoption of a 2016-17 budget on April 29, 2016, Mayor **Spery** called for a Resolution to set the 2016-17 Village-tax rate.

A motion was made by **Maura Spery** and seconded by **Joseph Johnson** to authorize setting the 2016-17 tax rate. Following a discussion, voting on the pending motion was as follows.

Motion offered by **Maura Spery**, seconded by **Joseph Johnson** to wit:

WHEREAS, on April 27, 2016, the Board of Trustees, by Resolution, adopted a budget for the 2016-17 fiscal year; now, therefore, be it

RESOLVED, that the Board of Trustees authorizes that there be levied and assessed against the real property of the Incorporated Village of Mastic Beach for Village government and other charges for the 2016-17 fiscal year a tax rate of \$13.128 per \$100 of assessed valuation; and be it further

RESOLVED, that the Board of Trustees authorizes the Treasurer and Village Clerk/Administrator to take all actions necessary to effectuate this Resolution, including the publication of a related legal notice; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Motion carried: 3-Yes; 1-No (**M. Spery**); 1-Absent (**E. Manzella**)

8. EXPIRED RENTAL PERMIT – 13 LACROSSE ROAD

Counsel for the owner of 13 Lacrosse Road requested that the Village reduce the rental-permit renewal fee of \$1,200.00 (for that portion of the application fee relating to a permit that expired more than six months ago). Accordingly, Mayor **Spery** led a discussion among the board members. It was the consensus of the Board that the request be denied.

9. FINANCIAL-IMPACT STATEMENT

Mayor **Spery** stated that this matter would be deferred to a later portion of the meeting.

10. LEXIS NEXIS PROCEDURES

Pursuant to discussions at the March 22, 2016, and April 19, 2016, Board of Trustees' meetings, Mayor **Spery** led a discussion regarding the proposed procedures governing the use of Lexis-Nexis services moving forward. It was the consensus of the Board that this matter be included on the May 17, 2016, Board meeting to review the suggested changes made to the draft procedure that were discussed at this meeting.

11. ADDENDUM

A. GROSS-RECEIPTS TAX – NEW LOCAL LAW

Mayor **Spery** led a discussion among the Board members about whether they want the Village Attorney to further research this matter and develop a proposed new local law that would allow the Village to collect any such gross-receipts taxes that may be available. It was the consensus of the Board members that additional information be obtained through the New York Conference of Mayors (NYCOM) and this matter be placed on the May 17, 2016, Board meeting agenda for additional discussion.

B. HERO-HAVEN REPORT

Mayor **Spery** stated that this matter would be deferred to executive session.

C. CREDIT-CARD PAYMENTS

Mayor **Spery** led a discussion among the Board of Trustees about the revolving credit-card payments for the following vendors and the impact of the Board's April 4, 2016, Austerity Resolution. Thereafter, the following motion was made and voted upon.

Motion offered by **Maura Spery**, seconded by **Joseph Johnson** to wit:

RESOLVED,

that the Board of Trustees modifies its April 4, 2016, Austerity Resolution to the extent that it will permit the following revolving credit-card charges until further action by the Board of Trustees:

- Google Apps (Village-email service) – Bills monthly; current bill is \$899.99, as of May 3, 2016;
- GoDaddy and dotgov (Internet domain for Village) – Go Daddy is \$110.00 annually; dotgov is \$125.00 annually, which must be paid in May 2016 otherwise the Village will lose the ny.gov domain name;
- Squarespace (Village-website hosting) – Approximately \$300.00 annually – renewal is scheduled for June/July 2016. If website is shut down for lack of payment, after thirty days all information on website will be lost; and
- Sage Software, Inc. (finance), monthly charge of \$324.95; and be it further

RESOLVED, that the Village Clerk/Administrator and the Deputy Treasurer shall be the two individuals authorized to serve as Administrators for the Village's Google-email accounts; and be it further

RESOLVED, that the Village Clerk/Administrator, the Treasurer and the Deputy Treasurer are authorized to undertake all actions necessary to effectuate this Resolution, which shall take effect immediately.

Motion carried: 5-Yes; 0-No

12. ARRIVAL OF DEPUTY MAYOR

Deputy Mayor **Elizabeth Manzella** arrived at the meeting during the discussion of Item #11 and before the vote on the motion in Item #11 above.

13. AUTHORIZATION FOR LABOR DEPARTMENT MEETING

Pursuant to information the Village Clerk/Administrator received from the New York State Department of Labor (DOL), Mayor **Sperry** led a discussion among the Board members as to whether the Board would agree to permit a meeting to take place at Village Hall with a DOL representative and those Village employees affected by the recently-announced staffing reductions. At the conclusion of this discussion, the following motion was made and voted upon.

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

RESOLVED, that the Board of Trustees authorizes the scheduling of a meeting with a New York State Department of Labor representative and those Village employees affected by the recently-announced staffing reductions; and be it further

RESOLVED, that the Board of Trustees authorizes this meeting be held at Village Hall during regular business hours and that the employees who attend this meeting will be paid at their regular rate of pay for this 90-minute meeting; and be it further

RESOLVED, that the Village Clerk/Administrator is authorized to undertake all actions necessary to effectuate this Resolution.

Motion carried: 5-Yes; 0-No

14. FINANCIAL-IMPACT STATEMENT

Pursuant to Deputy Mayor **Manzella's** distribution to Board members at the April 25, 2016, Board of Trustees' meeting a revised sample copy of a financial-impact statement used by the County of Suffolk when matters are presented to the Suffolk County Legislature, and as a follow up to discussions held at the April 19, 2016, Board meeting, Mayor **Spery** led a discussion among the Board members as to whether they wanted to adopt a similar form. The Board members discussed several edits that would be incorporated into the form, and it was agreed that the form will be used starting with the June 1, 2016, Board meeting.

15. BOARD DISCUSSION

A discussion was held among Board members regarding why a public-safety officer was scheduled to attend the Board meeting. Mayor **Spery** and Village Attorney **Germano** responded.

16. PUBLIC COMMENT

The following persons addressed the Board of Trustees:

<u>Name:</u>	<u>Topic(s):</u>
Frank Fugarino	Meeting agenda; Rentals
Alan Chasinov	Cost-benefit analysis; 4/29/16 meeting decorum; Austerity resolution; Public-safety officer at meeting; Compliance with Board resolutions; Mastic Beach Property Owners' Association (MBPOA) settlement with Village

17. 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 particular personnel and legal matters, as is 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 particular personnel and legal matters, as is permitted under *New York State Public Officers Law*.

Motion carried: 5-Yes; 0-No

Upon passage of the foregoing Resolution, Mayor **Spery** adjourned the public session at 7:22 p.m. and convened the Board of Trustees' meeting in executive session at [REDACTED] p.m.

18. EXECUTIVE SESSION

Mayor **Spery**, Deputy Mayor **Manzella**, Trustees **Anderson, Johnson** and **Snyder**, Village Attorney **Guy W. Germano** and Deputy Village Attorney **G. William Germano, Jr.** were present in

¹ As of the publication of these draft meeting minutes, this information was not provided to the Village Clerk/Administrator.

executive session. The Board of Trustees discussed particular personnel and legal matters.

At the Board's request, Village Clerk/Administrator **Alevas** joined the executive session at 7:55 p.m.

19. ADJOURNMENT OF EXECUTIVE SESSION

Motion offered by **Maura Spery**, seconded by **Joseph Johnson** to wit:

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

Motion carried: 5-Yes; 0-No

Upon passage of the foregoing Resolution, Mayor **Spery** adjourned the executive session at 8:08 p.m. and re-convened the Board of Trustees' meeting in public session at 8:09 p.m.

20. MEETING ADJOURNMENT

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

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

RESOLVED, that the Board of Trustees adjourn its meeting at 8:10 p.m.

Motion carried: 5-Yes; 0-No

Respectfully submitted,

Susan F. Alevas, Esq.,
Village Clerk/Administrator