

The **Annual Meeting** of the Board of Trustees of the Village of Port Washington North was held on Wednesday, **April 17, 2019** at 7:30pm at 3 Pleasant Avenue, Port Washington, New York.

Present:	Mayor	-	Robert S. Weitzner
	Trustees	-	Steven Cohen
		-	Matthew Kepke
		-	Sherman Scheff
	Clerk	-	Palma Torrissi
	Attorney	-	Stuart Besen
	Court Reporter	-	Lisa Marie Marconi

Excused: Trustee Malatino

A. Annual Meeting

1. Village Clerk Palma Torrissi administered the Oath of Office to Mayor-Elect Robert Weitzner.

2. Mayor Weitzner administered the Oath of Office to Trustees-Elect Sherman Scheff and Matthew Kepke.

3. On motion of Trustee Scheff, seconded by Trustee Kepke, it was RESOLVED that Mayor Weitzner's appointment of Steven Cohen as Deputy Mayor for one official year, said term to expire April 2020 be approved.

Vote was recorded as follows: Trustee Cohen-recused, Trustee Kepke-aye, Trustee Scheff-aye, Mayor Weitzner-aye. Motion carried.

4. On motion of Trustee Kepke, seconded by Trustee Scheff, it was unanimously RESOLVED that the following appointments made by Mayor Weitzner for a term of two official years, terms to expire April **2021**, be approved:

- a. Palma Torrissi as Village Clerk
- b. Linda Kropacek as Deputy Village Clerk
- c. Mary Jo Bella as Treasurer.

5. On motion of Trustee Cohen, seconded by Trustee Scheff, it was unanimously RESOLVED that the following appointments made by Mayor Weitzner for a term of one official year, term to expire April **2020**, be approved:

- a. Palma Torrissi as Assessor
- b. Palma Torrissi as Receiver of Taxes
- c. Mary Jo Bella as Budget Officer
- d. Robert Barbach as Superintendent of Buildings
- e. Fred Lauria as Building Inspector
- f. Ronald Novinski as Superintendent of Public Works
- g. Steven Kaplan as Emergency Manager
- h. Alex Moschos as Alternate Emergency Manager
- i. Howard Roth as Beautification Commissioner
- j. Steven Kaplan as Traffic Safety Commissioner
- k. Alex Moschos as Planning Board Chair
- l. Stephen Hazelkorn as Board of Appeals Chair
- m. Paul Joseph as Board of Appeals Vice Chair
- n. Howard Krebs as Associate Village Justice
- o. Linda Kropacek as Clerk to the Village Justice
- p. Alan Nelson as Village Special Prosecutor

6. On motion of Trustee Kepke, seconded by Trustee Scheff, it was unanimously RESOLVED that Mayor Weitzner's appointment of Alex Moschos for a term of seven years, term to expire April 2026, as a member of the **Planning Board** is approved.

7. On motion of Trustee Scheff, seconded by Trustee Cohen, it was unanimously

RESOLVED that Mayor Weitzner's appointment of Stephen Hazelkorn for a term of five years, term to expire April 2024, as a member of the **Board of Appeals** is approved.

8. On motion of Trustee Kepke, seconded by Trustee Scheff, it was unanimously RESOLVED, that pursuant to Village Law Section 3-301(b), the members of the Board of Trustees are hereby appointed as the members of the **Board of Assessment Review** of the Village of Port Washington North for a term of one official year, said term to expire April **2020**.

Mayor Weitzner administered the Oath of Office to those Village officials present.

9. On motion of Trustee Kepke, seconded by Trustee Scheff, it was unanimously RESOLVED that Stuart Besen, of the law firm Milber, Makris, Plousadis & Seiden LLP, be engaged as **Village Attorney** for general counsel legal work on behalf of the Village, in accordance with his retainer letter dated April 9, 2019, for a term to expire April **2020**.

10. On motion of Trustee Kepke, seconded by Trustee Scheff, it was unanimously RESOLVED that firms Dvirka & Bartilucci Consulting Engineers and Cameron Engineering & Associates be engaged as the **Village Engineers** for engineering work on behalf of the Village for a term of one year, terms to expire April **2020**.

11. On motion of Kepke, seconded by Trustee Cohen, it was unanimously RESOLVED that the firm Cullen & Danowski LLP be engaged as **Independent Auditor** for auditing services on behalf of the Village, in accordance with its retainer letter dated **February 16, 2019**, for a term of one year, term to expire April **2020**, to perform an independent, external audit of the Village's finances for the fiscal year commencing June 1, **2018** and ending on May 31, **2019**, and to file the Annual Financial Report electronically with the State Comptroller, to file the Annual Financial Report with the State Comptroller electronically, to complete a GASB 34 compliant financial statement, and to conduct an audit of the Village Justice Court, at a cost not to exceed \$10,000.00.

12. Official Village Newspaper Designation

On motion of Trustee Scheff, seconded by Trustee Cohen, it was unanimously RESOLVED that the *Port Washington Times* be and hereby are designated as the **official newspaper** of record for the Village of Port Washington North for the official year ending April **2020**.

13. Special Districts

On motion of Trustee Kepke, seconded by Trustee Cohen, the following resolution was unanimously adopted:

WHEREAS before the incorporation of the Village of Port Washington North the territory was included within the limits of the following **Special Districts**: Port Washington Garbage District, Port Washington Police District and Port Washington Water District; and

WHEREAS a portion of the territory was included within the limits of the Port Washington Water Pollution Control District; and

WHEREAS the Board of Trustees, after due consideration, has determined that it is in the best interests of the Village that the Special Districts continue the service that they heretofore rendered;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Village of Port Washington North does hereby request the officers of the Town of North Hempstead to extend for the year **2020** against the property in the area of the Village of Port Washington North the following Special Districts' taxes:

Port Washington Garbage District
Port Washington Police District
Port Washington Water District

and the said Board requests that the Town of North Hempstead extend for the year **2020** the Sewer Tax against the property of said Village within the limits of the Port Washington Water Pollution Control District.

14. Designating Depositories

On motion of Trustee Scheff, seconded by Trustee Cohen, the following resolution was unanimously adopted:

WHEREAS the Board of Trustees has determined that Village Law §4-412(3)(2) requires the designation of banks or trust companies for the deposit of all Village monies; and

WHEREAS, the Village Treasurer has recommended CitiBank and HSBC Bank, as authorized depositories for Village funds;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees designates **CitiBank, First National Bank of Long Island** and **HSBC Bank** as depositories of all moneys received by the Village Treasurer, Clerk, and Receiver of Taxes.

15. Establishing a Regular Meeting Schedule

On motion of Trustee Cohen, seconded by Trustee Scheff, it was unanimously RESOLVED that 3 Pleasant Avenue, Port Washington, New York, be and hereby is designated as the place of the regular meetings of this Board until further notice and that the day and time of said **regular meetings** shall be 7:30 p.m., with the exception of March 11, 2020 which will commence at 6:30 p.m., on the following dates:

May 22, 2019	September 25, 2019	January 22, 2020
June 26, 2019	October 23, 2019	February 26, 2020
July 24, 2019	November 20, 2019	March 11, 2020 (6:30 pm)
August 28, 2019	December 18, 2019	March 25, 2020
		April 22, 2020

16. On motion of Trustee Cohen, seconded by Trustee Scheff, it was unanimously

RESOLVED that the Board of Trustees hereby adopts the following:

Investment Policy

A. SCOPE. This investment policy applies to all moneys and other financial resources available for investment on the Village's own behalf or on behalf of any other entity or individual.

B. OBJECTIVES. The primary objectives of the local government's investment activities are, in priority order:

1. to conform with all applicable federal, state and other legal requirements;
2. to adequately safeguard principal;
3. to provide sufficient liquidity to meet all operating requirements; and
4. to obtain a reasonable rate of return.

C. DELEGATION OF AUTHORITY. The Board of Trustees' responsibility for administration of the investment program is delegated to the Treasurer who shall establish written procedures for the operation of the investment program consistent with these investment guidelines. Such procedures shall include an adequate internal control structure to provide a satisfactory level of accountability based on a database or records incorporating descriptions and amounts of investments, transaction dates, and other relevant information, and regulate the activities of subordinate employees.

D. PRUDENCE. All participants in the investment process shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that might impair public confidence in the Village to govern effectively. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of

the principal as well as the probable income to be derived. All participants involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

E. DIVERSIFICATION. It is the policy of the Village to diversify its deposits and investments by financial institution, by investment instrument, and by maturity scheduling.

F. INTERNAL CONTROLS. It is the policy of the Village for all moneys collected by any officer or employee of the government to transfer those funds to the Treasurer within 10 days of receipt, or within the time period specified in law, whichever is shorter. The Treasurer is responsible for establishing and maintaining an internal control structure to provide reasonable, but not absolute, assurance that deposits and investments are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorization and recorded properly, and are managed in compliance with applicable laws and regulations.

G. DESIGNATION OF DEPOSITORIES. The banks and trust companies authorized for the deposit of moneys are **CitiBank, First National Bank of Long Island** and **HSBC Bank**.

H. COLLATERALIZING OF DEPOSITS. In accordance with the provisions of General Municipal Law, Section 10, all deposits of the Village, including certificates of deposit and special time deposits, in excess of the amount insured under the provisions of the Federal Deposit Insurance Act shall be secured by a pledge of "eligible securities" with an aggregate "market value", as provided by General Municipal Law, Section 10, equal to the aggregate amount of deposits.

I. SAFEKEEPING AND COLLATERALIZATION. Eligible securities used for collateralizing deposits shall be held by a third-party bank or trust company subject to security and custodial agreements.

The security agreement shall provide that eligible securities are being pledged to secure local government deposits together with agreed upon interest, if any, and any costs or expenses arising out of the collection of such deposits upon default. It shall also provide the conditions under which the securities may be sold, presented for payment, substituted or released and the events that will enable the local government to exercise its rights against the pledged securities. In the event that the securities are not registered or inscribed in the name of the local government, such securities shall be delivered in a form suitable for transfer or with an assignment in blank to the Village or its custodial bank.

The custodial agreement shall provide that securities held by the bank or trust company, or agent of and custodian for, the local government, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement should also describe that the custodian shall confirm the receipt, substitution or release of the securities. The agreement shall provide for the frequency of revaluation of eligible securities when a change in the rating of a security may cause ineligibility. Such agreement shall include all provisions necessary to provide the local government a perfected interest in the securities.

J. PERMITTED INVESTMENTS. As permitted by General Municipal Law, Section 11, the Village authorizes the Treasurer to invest moneys not required for immediate expenditure for terms not to exceed its projected cash flow needs in the following types of investments:

- Special time deposit accounts
- Certificates of deposit
- Obligations of the United States of America
- Obligations guaranteed by agencies of the United States of America where the payment of principal and interest are guaranteed by the United States of America

- Obligations of the Village, but only with any moneys in a reserve fund established pursuant to General Municipal Law, Section 6-c, 6-d, 6-e, 6-f, 6-h, 6-j, 6-k, 6-l, 6-m or 6-n.

All investment obligations shall be payable or redeemable at the option of the Village within such times as the proceeds will be needed to meet expenditures for purposes for which the moneys were provided and, in the case of obligations purchased with the proceeds of bonds or notes, shall be payable or redeemable at the option of the Village within two years of the date of purchase.

K. AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS. The Village shall maintain a list of financial institutions and dealers approved for investment purposes and establish appropriate limits to the amount of investments that can be made with each financial institution or dealer. All financial institutions with which the Village conducts business must be credit worthy. Banks shall provide their most recent Consolidated Report of Condition (Call Report) at the request of the Village. Security dealers not affiliated with a bank shall be required to be classified as reporting dealers affiliated with the New York Federal Reserve Bank, as primary dealers. The Treasurer is responsible for evaluating the financial position and maintaining a list of proposed depositories, trading partners and custodians. Such listing shall be evaluated at least annually.

L. PURCHASE OF INVESTMENTS. The Treasurer is authorized to contract for the purchase of investments:

1. Directly from an authorized trading partner
2. By participation in a cooperative investment program with another authorized governmental entity pursuant to Article 5G of the General Municipal Law where such program meets all the requirements set forth in the Office of the State Comptroller Opinion No. 88-46, and the specific program has been authorized by the Board of Trustees
3. By utilizing an on-going investment program with an authorized trading partner pursuant to a contract authorized by the Board of Trustees.

All purchased obligations, unless registered or inscribed in the name of the Village, shall be purchased through, delivered to and held in the custody of a bank or trust company. Such obligations shall be purchased, sold or presented for redemption or payment by such bank or trust company only in accordance with prior written authorization from the officer authorized to make the investment. All such transactions shall be confirmed in writing to the Village by the bank or trust company. Any obligation held in the custody of a bank or trust company shall be held pursuant to a written custodial agreement as described in General Municipal Law, Section 10.

The custodial agreement shall provide that securities held by the bank or trust company, as agent of and custodian for, the village, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement shall describe how the custodian shall confirm the receipt and release of the securities. Such agreement shall include all provisions necessary to provide the Village a perfected interest in the securities.

17. On motion of Trustee Scheff, seconded by Trustee Kepke, the following was unanimously adopted:

PROCUREMENT POLICY

Whereas, the General Municipal Law of the State of New York section 104-b has required the adoption of procurement procedures for the purchase of goods and services exempt from the competitive bidding procedures of section 103 of that same law, and

Whereas, the Trustees of the Village of Port Washington North have considered said legislation and consulted with and solicited comments from the appropriate Village

personnel, and in furtherance thereof have determined the following to be the procurement procedure of the Village of Port Washington North,

Now Therefore Be It Resolved, that Village employees in consultation with the appropriate professional representing the Village shall make a written determination as to the exemption of any goods or services from the competitive bidding procedures section 103 of the New York State General Municipal Law, and

Be It Further Resolved that for all purchases of goods or services in excess of \$500.00 but otherwise exempt from section 103 the Village employees shall act as follows:

a). \$ 1,000.00 up to \$ 5,000.00 solicitation of no less than two (2) oral quotes or written price verification via catalog or other pricing index.

b). \$ 5,001.00 up to \$ 20,000.00 for purchases or up to \$ 35,000.00 for public works contracts solicitation of three written price quotes or written price verifications.

c). items less than \$ 1,000.00 which can be anticipated to be purchased on a regular basis more than two times per year shall be subject to a or b above.

Be It Further Resolved, that in all instances the Village employee purchasing goods and services shall keep accurate records detailing the procurement procedures as outlined above.

Be it Further Resolved that, in the event any contract is awarded to other than the lowest bidder, there shall be documentation and justification of the reason why the purchase or public works is in the best interest of the Village.

Be It Further Resolved, that except when otherwise directed, the Trustees hereby exempt the following services from the provisions of this resolution due to the fact said services require confidential, continuous, and professional, talented or otherwise unique relationships to the Village all in accordance with the General Municipal Law of the State of New York section 103:

- | | |
|-------------------|---------------------------|
| 1. Architectural | 6. Insurance |
| 2. Legal | 7. Information Technology |
| 3. Financial | 8. Public relations |
| 4. Engineering | 9. Artistic |
| 5. Tax Certiorari | |

Emergency services, State or County bid contract, standardized equipment, road restoration performed by other municipalities, services performed via Intermunicipal Agreement and sole source situations are exempt from the provisions of this resolution.

Failure to comply with the above procurement procedures shall not invalidate the award of any contract nor shall any Village employee incur monetary liability as a result of such failure.

Be It Further Resolved that this resolution shall be reviewed from time to time but in no event less than one year from the date hereof. This resolution shall take effect immediately.

18. Inventory of Fixed Assets

A. On motion of Trustee Kepke, seconded by Trustee Cohen, it was unanimously

RESOLVED that the Inventory of Fixed Assets for this Village, as recommended by the New York State Department of Audit & Control, be accepted as set forth in the annual **GASB 34** report, which is on file with the Village Clerk.

B. On motion of Trustee Kepke, seconded by Trustee Scheff_, it was unanimously

RESOLVED that the Village enter into an agreement with **Appraisal Affiliates Inc.** to provide annual maintenance service on the appraisal of Village-owned personal property, pursuant to GASB 34, for the period of June 1, **2018** to May 31, **2019**, at a cost not to exceed **\$900.00** and as more particularly set forth in a written proposal dated **April 11, 2019**.

19. Advance Approval of Claims

On motion of Trustee Scheff, seconded by Trustee Cohen, the following resolution was unanimously adopted:

WHEREAS, pursuant to Village Law Section 5-524(6), this Board, by resolution, may authorize certain payments in advance of its audit of claims, in order to provide for the smooth, continuous, and proper operation of the Village's affairs,
 NOW, THEREFORE, BE IT RESOLVED that the Village Treasurer is hereby authorized to make **payment in advance** of audit of claims for **electric, gas, water, sewer, telephone services, cable, postage, freight and express charges**. All such claims shall be presented at the next regular meeting for audit, and the claimant and the officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by this Board.

20. Standard Workday & Reporting

On motion of Trustee Scheff, seconded by Trustee Cohen, it was unanimously

RESOLVED that the Village of Port Washington North hereby establishes a standard work day of six hours for all elected and appointed Village officials; and
 BE IT RESOLVED that the Village of Port Washington North hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on their records of activities:

Title	Standard Work Day (Hrs/day) Min. 6 hrs Max. 8 hrs	Name (First and Last)	Social Security Number (Last 4 digits)	Registration Number	Tier 1 (Check only if member is in Tier 1)	Current Term Begin & End Dates (mm/dd/yy-mm/dd/yy)	Record of Activities Result*	Not Submitted (Check only if official did not submit their Record of Activities)
Elected Officials								
Mayor	6	Robert Weitzner	7869	41123795	<input type="checkbox"/>	4/1/19 - 4/5/21	10.33	<input type="checkbox"/>
					<input type="checkbox"/>			<input type="checkbox"/>
					<input type="checkbox"/>			<input type="checkbox"/>
Appointed Officials								
Treasurer	6	Mary Jo Bella	3148	40767352	<input type="checkbox"/>	4/1/19 - 4/5/21	5.00	<input type="checkbox"/>
Planning Board Member	6	Keith Kindler	7343	43329317	<input type="checkbox"/>	4/4/16 - 4/3/23	1.36	<input type="checkbox"/>
					<input type="checkbox"/>			<input type="checkbox"/>

21. Workplace Violence Policy

Clerk Torrisi stated that no reports of workplace violence were received in the prior official year. On motion of Trustee Cohen, seconded by Trustee Scheff, it was unanimously

RESOLVED that the Board of Trustees hereby adopts the following Work Place Violence Policy for the Village of Port Washington North:

WORKPLACE VIOLENCE POLICY

I. SCOPE OF POLICY

The Village of Port Washington North ("Village") is committed to the safety and security of its employees. Workplace violence presents a serious occupational safety hazard to Village staff and to residents, vendors, contractors and the general public (hereinafter collectively referred to as "visitors"). Threats, threatening behavior or acts of violence against employees or visitors by anyone on Village property will be thoroughly investigated and appropriate action will be taken, including summoning criminal justice authorities when warranted. All employees are responsible for helping to create an environment of mutual respect for each other as well as visitors, following all policies, procedures and program requirements, and for assisting in maintaining a safe and secure work environment.

II. OBJECTIVE

This policy is designated to meet the requirements of New York State Labor Law 27b. The process involved in complying with this law includes a workplace evaluation that is designed to identify the workplace violence hazards Village employees could be exposed to. Other tools that are utilized during this process include establishing ongoing participation in the evaluation process, recommending methods to reduce or eliminate the hazards identified during the process, and

investigating workplace violence incidents or allegations. All employees will participate in annual Workplace Prevention Training program.

III. DEFINITION

Workplace violence is any physical assault or acts of aggressive behavior occurring where a public employee performs any work-related duty in the course of his or her employment, including but not limited to:

- A. An attempt or threat to inflict physical injury upon an employee;
- B. Any intentional display of force which would give an employee reason to fear or expect bodily harm;
- C. Intentional and wrongful physical contact with a person without his or her consent that entails some injury;
- D. Stalking an employee with the intent of causing fear of material harm to the physical safety and health of such employee when such stalking has arisen through and in the course of employment.

IV. PROCEDURE

The goal of this policy is to promote the safety and well-being of all people in the Village workplace. All incidents of violence or threatening behavior will be responded to immediately upon notification. The Village has identified response personnel that include a member of management and an employee. All Village personnel are responsible for notifying one of the contact persons designated below of any violent incidents, threatening behavior, including threats they have witnessed or received. The Village personnel designated as contact persons are the Mayor and the Village Clerk.

Mayor Weitzner closed the Annual Meeting.

B. Public Hearings

1. Budget Fiscal Year June 1, 2017 to May 31, 2018

a. Mayor Weitzner opened the public hearing, duly advertised in the **April 5, 2018** *Port Washington Times*, to consider the adoption of the proposed **BUDGET** for the fiscal year June 1, **2019** through May 31, **2020**. The Mayor presented the proposed **\$2,467,433** budget, prepared by Budget Officer Bella, and recommended that the tax rate be **\$14.76** per \$100 of assessed valuation. A stenographic transcript of the hearing is on file with the Village Clerk. All those present wishing to speak having been heard, Mayor Weitzner closed the public hearing.

b. On motion of Trustee Cohen, seconded by Trustee Kepke, it was **RESOLVED** that the Budget for the fiscal year commencing June 1, **2019** through May 31, **2020**, as submitted by the Budget Officer, be and hereby is approved. A copy of the Budget for **2019/20** is attached hereto.

**VILLAGE OF PORT WASHINGTON NORTH
GENERAL FUND**

ADOPTED BUDGET: For the period June 1, 2019 to May 31, 2020

SUMMARY OF BUDGET/TAX LEVY CALCULATIONS

DESCRIPTION	2019 ADOPTED BUDGET	2020 ADOPTED BUDGET	Increase (Decrease)
Total Use of Funds	2,466,870	2,467,433	563
Revenue Other Than Taxes	808,870	782,433	(26,437)
Appropriated Fund Balance	320,000	310,000	(10,000)
Encumbrance Appropriated			
Property Tax Levy	1,338,000	1,375,000	37,000
Total Source of Funds	2,466,870	2,467,433	563

Total Assessment	9,867,133	9,863,606	(3,527)
Wholly Exempt Property	385,303	385,473	170
Veterans Exemptions	144,987	146,597	1,610
Senior Citizen Exemptions	18,172	18,722	550
Sub-Total Reductions	518,462	550,792	2,330
Taxable Assessment: (Net)	9,318,671	9,312,814	(5,857)
Tax Rate / \$100 (Tax Levy / Net Value*100)	\$ 14.3583	\$ 14.7646	\$ 0.41

Tax Levy Limit per NYS for FY Ending 5/31/2020: \$1,370,890
Department of Audit and Control
Albany, New York

HEREBY CERTIFY that this is a true copy of the Budget of the
Incorporated Village of Port Washington North, Nassau County, New York,
for the Fiscal Year Ending May 31, 2020,
adopted by the Village Board on April 17, 2019.

SIGNED: _____
Village Clerk

DATE: _____

Village of Port Washington North
Adopted Budget Fiscal Year ending May 31, 2020

		2019-2020
		Adopted Budget
Income		
1001	Real Property Taxes	\$ 1,375,000
1090	Interest & Penalties	\$ 4,000
1100	Payment in Lieu of Taxes	\$ 8,188
1130	Utilities Gross Receipts Tax	
	.01 - Key Span/LIPA	\$ 60,000
	.02 - Verizon	\$ 1,000
	.03 - Vonage	\$ 25
	.25 - Cable (telephone)	\$ 1,000
	.35 - AT&T	\$ 20
	.85 - Other	\$ 200
	Total 1130 - Utilities Gross Receipts Tax	\$ 62,245
1170	Cable Franchise	\$ 68,000
1266	Clark Fees	\$ 200
2110	Zoning Board Fees	
	General	\$ 200
	Vill Hall/Vill Club	\$ 100
	Total 2110 - Zoning Board Fees	\$ 300
2115	Planning Board Fees	\$ 500
2401	Interest and Earnings	
2401	LOSAP Interest (LOSAP)	
	000 - Village	\$ 2,000
	100 - T&A Interest	\$ -
	Total 2401 - Interest and Earnings	\$ 2,000
2595	Building/Alteration Permits	\$ 90,000
2560	Street Opening Permits	\$ 4,000
2690	Permits -Other	
	.600 - Landscaping permits	\$ 5,000
	.200 - Alarm permits	\$ 200
	.300 - Pool permits	\$ 2,000
	.400 - Fence permits	\$ 2,000
	2590 - Permits -Other - Other	\$ -
	Total 2590 - Permits -Other	\$ 9,200
2610	Fines	\$ 11,000
2680	Sale of Real Property	\$ -
2665	Insurance Recoveries	\$ -
2701	Refund of Expenditures	\$ -
2705	Gifts and Donations	\$ -
	Aaron Morgan Bench Fund	\$ -
	Gifts and Donations Other	\$ 1,200
	Total 2705 - Gifts and Donations	\$ 1,200
3001	St Aid, Revenue Sharing	\$ 10,000
3005	St Aid, Mortgage Tax	\$ 55,000
3040	St. Aid Misc.	\$ -
3089	St Aid, Other	
	101 - Grant-Parke Baywalk Phase II	\$ -
	102 - Grant-Baywalk2 P&L, 758K	\$ -

Village of Port Washington North
Adopted Budget Fiscal Year ending May 31, 2020

		2019-2020
		Adopted Budget
	103 - Grant-D.O.S.	\$ -
	104 - Grant-Town NH Baywk	\$ -
	105 - Grant- Pleasant Ave	\$ 150,000
	106 - Grant-Parks Baywalk Phase III	\$ -
	110 - Grant-County Roads	\$ -
	113 - JCAP Court Grant	\$ -
	109 - Grant - LSSTC - Shore Road	\$ -
	111 - Grant-Traffic Calming 57K	\$ -
	113- Grant - State (NYS Assembly) Parks	\$ 160,000
	115-Grant -County GRP Grant	\$ -
	117 - Grant - State (NYS Assembly) Pleasant Ave	\$ 125,000
	3089 - St Aid, Other - Other	\$ -
	Total 3089 - St Aid, Other	\$ 425,000
	3400 FEMA Reimb. - S.S. Sandy	\$ -
	3501 - St Aid, CHIPS	\$ 33,800
	Total Income	\$ 2,157,433

Village of Port Washington North
Adopted Budget Fiscal Year ending May 31, 2020

		2019-2020 Adopted Budget	
Expense			
13264. Treasurer Investment Exp. LOSAP			
10101 - Bd of Trustees - Pers Service	\$	12,000	
11101 - Vill Court Clerk - Pers Service	\$	10,000	
11104 - Municipal Court - Cont Expense			
JCAP Court Grant	\$	-	
Auditor	\$	-	
Prosecutor	\$	13,500	
Training/Dues	\$	1,200	
Village Justice Court	\$	1,000	
11104 - Municipal Court - Cont Expense - Other			
Total 11104 - Municipal Court - Cont Expense	\$	15,200	
12101 - Mayor - Pers Service	\$	5,000	
13204 - Auditor - Cont Expense			
Prof. Fees - G.R. Util Tax Audit	\$	-	
Auditor	\$	10,000	
Fixed Asset Appraisal	\$	850	
Other	\$	-	
Total 13204 - Auditor - Cont Expense	\$	10,850	
13251 - Treasurer - Pers Service	\$	31,105	
14101 - Clerk - Pers Service			
Dep VIII Clerk - Pers Service	\$	82,798	
Vlg Clerk/Assessor - Pers. Serv	\$	82,900	
14101 - Clerk - Pers Service - Other	\$	-	
Total 14101 - Clerk - Pers Service	\$	145,784	
14204 - Law, Contr Expense			
Attorney Fees/Expense	\$	48,000	
Attorney for Litigation	\$	-	
Bond Counsel	\$	-	
Fine collection fees	\$	-	
Legal publications	\$	2,500	
Recodification	\$	-	
Tax Cert/Assess Consult	\$	21,500	
Total 14204 - Law, Contr Expense	\$	72,000	
14501 - Elections - Pers Service	\$	1,100	
14504 - Village Election - Expense	\$	500	
14904 - Records Management			
16204 - Village Hall - Operations			
Bank Charges	\$	100	
Copy Machine	\$	3,000	
Electric /Gas/Water	\$	-	
Grant Writing	\$	-	
Legal Aids	\$	750	
Miscellaneous	\$	500	
Newspaper	\$	2,500	

Adopted Budget Fiscal Year ending May 31, 2020

		2019-2020
		Adopted Budget
	Office Expense	\$ 6,000
	Office Supplies	\$ 2,500
	Postage/Delivery	\$ 4,500
	Printing/Copying	\$ 2,000
	Rent	\$ 65,000
	VH Generator Exp.	\$ 2,000
	Seminars/Conferences	\$ 2,500
	Steno Service	\$ 1,500
	Lease Phone System	\$ 2,100
	Telephone/Internet	\$ 7,200
	Tomp Help	\$ 6,000
	16204 - Village Hall - Operations - Other	\$ -
	Total 16204 - Village Hall - Operations	\$ 107,150
	16802 - Computer Hardware/Software	\$ 5,500
	16804 - Central Data Process, Contr Exp	
	Computer, Online Service	\$ 1,900
	Computer, Web Hosting	\$ 250
	Computer, Repairs/Maintenance	\$ 4,030
	Payroll Expense	\$ 1,830
	16804 - Central Data Process, Contr Exp - Other	-
	Total 16804 - Central Data Process, Contr Exp	\$ 7,950
	19104 - Insurance	\$ 29,000
	19204 - Municipal Assoc Dues	\$ 4,000
	19304 - Tax Cert, Judgements & Claims	\$ 95,000
	S.C.A.R.S.	\$ 5,000
	19404 - Settlements & Claims	\$ 35,000
	19504 - Taxes on Property - Sewer Tax	\$ 1,000
	19809 - Other	
	19804 - Contingent Account	\$ 137,853
	34104 - Fire - Contr Expense	
	Fire Dept - Inc. Award Programs	\$ 45,123
	Fire Dept - Workers' Comp	\$ 15,000
	34104 - Fire - Contr Expense - Other	\$ 265,417
	Total 34104 - Fire - Contr Expense	\$ 425,540
	36201 - Safety Inspection - Per Service	
	Superintendent of Buildings	\$ 73,780
	Bldg Inspector	\$ 29,175
	Safety Inspection Expenses	\$ 300
	36201 - Safety Inspection - Per Service - Other	\$ -
	Total 36201 - Safety Inspection - Per Service	\$ 103,255
	36204 - Safety Inspection - Contr Exp.	\$ -
	38894 - Other Public Safety	\$ 4,000
	50200 - Engineers & Consultants	\$ 10,400
	60204 - Engineering - Contr Expense	
	Grants-Parks Baywalk Ph. II	\$ -
	Grant - DOT Pleasant Avenue Project	\$ 150,000
	Grant - County Roads	

Village of Port Washington North
Adopted Budget Fiscal Year ending May 31, 2020

		2019-2020 Adopted Budget
Grant - Baywalk Park Phase III		
Grant - State (NYS Assembly) Parks	\$	150,000
Grant -County CRP Grant	\$	-
Grant - State (NYS Assembly) Pleasant Ave.	\$	125,000
50204 - Engineering - Contr Expense - Other		
Total 50204 - Engineering - Contr Expense	\$	425,000
51101 - Maint of Strs, Supt Highways	\$	25,679
51102 St Maint-Vehicles/Equip Purchase		
51104 - Maint Strs - Cont Expense		
Regular Street Maint	\$	80,000
Storm Drain Maintenance	\$	15,000
Emergency Road Maintenance	\$	5,000
Street Sign Maintenance	\$	6,500
Street Sweeping	\$	38,150
Thermoplastic & Other Markings	\$	2,500
Traffic Sign Maintenance	\$	3,000
Tree Wk Prog Maint Roads	\$	25,000
Vehicle Maintenance	\$	5,000
Vil Entrance Sign Maintenance	\$	2,500
51104 - Maint Strs - Cont Expense - Other	\$	-
Total 51104 - Maint Strs - Cont Expenses	\$	197,650
5112.2 - CHIPS Expense	\$	33,600
51424 - Snow Removal		
Contingency	\$	20,000
Plowing/Labor	\$	90,000
Sand and Salt	\$	20,000
51424 - Snow Removal - Other	\$	-
Total 51424 - Snow Removal	\$	130,000
51777 - S.S.Sandy Expenses(FEMA Reimb.)		
51824 - Street Lighting		
Mark Outs	\$	2,000
Electric	\$	13,500
Maintenance	\$	38,000
Pole Rental	\$	400
51824 - Street Lighting - Other	\$	-
Total 51824 - Street Lighting	\$	53,900
54104 - Sidewalks - Contr Expense	\$	46,000
71402 - Playground/Rec Centers		
Land Acquisition Expense	\$	-
Park Land Drainage System	\$	-
Village Park/Open Space	\$	-
Total 71402 - Playground/Rec Centers	\$	-
71404 - Village Hall- Contingency	\$	-
71800 Village Hall Moving/Equip		

YOU ARE COMMANDED to receive and collect from the several persons named in the assessment roll, the several sums named in the last column thereof opposite their respective names, altogether a total of **\$1,375,000** for the purposes set forth in a budget heretofore adopted for the fiscal year June 1, **2019** to May 31, **2020**, a copy of which is annexed to the minutes; and

You are hereby COMMANDED to receive as much taxes as may voluntarily be paid to you from June first to and including July first of this year, without additional charge; and all taxes for which payment has not been received and remain unpaid after July 1, **2019**, shall have added an additional five percent (5%) interest for the month of July, and for each month and fraction thereafter, an additional interest payment, which shall be computed at the maximum percentage rate permitted, pursuant to the Real Property Tax Law, until said taxes and accrued interest are paid in full; and you are to make a return of this warrant by **February 1, 2020**; and if any tax on real estate or any interest herein placed upon the tax roll shall be unpaid at the time when you are required to return this warrant and roll, you are to deliver to the Board of Trustees an account of the taxes remaining due containing a description of the lands upon which such taxes were unpaid as the same were placed upon the tax list, together with the amount of the tax so assessed and interest thereon.

Dated: **April 17, 2019**

Seal

Robert S. Weitzner, Mayor

In witness whereof, I have hereunto set my hand as Clerk of the above Village this **17th day of April 2019**.

Vote was recorded as follows: Trustee Cohen-aye, Trustee Kepke-aye, Trustee Scheff-aye, Mayor Weitzner-aye. Motion carried.

e. On motion of Trustee Scheff, seconded by Trustee Cohen, it was unanimously

RESOLVED that the **annual salaries**, effective June 1, **2019**, for the officials listed below be and hereby are as follows:

Mayor	\$5,000	Treasurer	\$34,105	Building Superintndt	\$101.11/hr
Trustees	3,000	Clerk	82,988	Building Inspector	50.49/hr
Planning Board	3,335	Deputy Clerk	62,796	Clerk to Village Justice	55.73/hr
Board Appeals	3,000	Supt Public Wks	25,679		

and be it further RESOLVED that the salary, effective June 1, 2019, for the Special Village Prosecutor is \$225.00 per hour.

2. Conditional Use Application – Parviz Farahzav, 101 Winner’s Circle

Mayor Weitzner opened the public hearing, duly adjourned from March 20, 2019, to consider the application of Parviz Farahzav on behalf of the owner, 101 Channel Drive LLC, for a conditional use permit for 101 Winner’s Circle, Port Washington, New York (premises designated on the Nassau County Land & Tax Map as Section 4, Block 123, Lots 18, 20, 23, 24, 43 & 50), to permit the use of the parking lot at said premises for the storage of automobiles for a car dealership(s). On motion of Trustee Kepke, seconded by Trustee Scheff, the following resolution was unanimously adopted:

WHEREAS, 101 Channel Drive LLC, or a representative, has failed to appear and did not submit any documentation in support of its application for a conditional use permit for the premises located at 101 Winner’s Circle, Port Washington, New York (designated on the Nassau County Land & Tax Map as Section 4, Block 123, Lots 18, 20, 23, 24, 43 & 50); now, therefore, be it

RESOLVED that the Board of Trustees close the public hearing and discontinue consideration of the aforesaid conditional use application.

C. Regular Meeting

1. Clerk

a. Minutes

On motion of Trustee Cohen, seconded by Trustee Scheff, it was unanimously RESOLVED that the reading of the minutes of the meeting of the Board of Trustees of February 19 and 20, 2019 be waived and that they be and hereby are approved as prepared by Clerk Torrisi.

b. Tax Lien Sale

On motion of Trustee Kepke, seconded by Trustee Cohen, it was unanimously RESOLVED that this Board, pursuant to Article 14 of the Real Property Tax Law of the State of New York, determines to collect the amount of such unpaid taxes levied or assessed for the year **2018** by a **Tax Sale** in the manner and after the form and requirements as provided and prescribed by said Article and completed subsequent to the 20th day of March **2019** but not later than July 31, **2019** in accordance with Section 1452 subdivision 4 of the Real Property Tax Law; and BE IT FURTHER RESOLVED that pursuant to Section 1452 of the Real Property Tax Law, the Treasurer of the Village of Port Washington North will sell at Public Auction in the manner provided by law on the **19th** day of **June 2019** at 12:00 noon at the Village Hall, 3 Pleasant Avenue, Port Washington, New York, parcels of real estate to discharge taxes as assessments for the fiscal year ending May 31, **2018**, fees, interest and charges which may be due thereon at the time of such sale.

Vote was recorded as follows: Trustee Cohen-aye, Trustee Kepke-aye, Trustee Scheff-aye, Mayor Weitzner-aye. Motion carried.

c. Assessment Roll 2019 – Telecommunications & Special Franchise

On motion of Trustee Scheff, seconded by Trustee Cohen, it was unanimously RESOLVED that, pursuant to the New York State Department of Taxation and Finance Office of Real Property Tax Service Notice of Tentative Telecommunications Ceilings, dated March 22, 2019, the utility assessment of Verizon be changed from \$4,871.00 to \$4,442.00 upon the Village 2019 Assessment Roll; and be it further RESOLVED that, pursuant to the New York State Department of Taxation and Finance Office of Real Property Tax Service Certificate of Final Special Franchise Assessment, dated March 26, 2019, the Village 2019 Assessment Roll be revised to set the assessed values for special franchises as follows:

Long island Power Authority /PSEG-Long Island	\$28,899.
KeySpan Gas East Corp.	8,176.
Verizon New York Inc.	5,768.
Long Island Fiber Exchange	277.
Cablevision System Long Island Corp.	277.

and that the Village Clerk, as Village Assessor, is directed to place the above values upon the Village 2019 Assessment Roll.

2. Treasurer

a. On motion of Trustee Kepke, seconded by Trustee Cohen, it was unanimously RESOLVED that the reading of the General Fund Abstract of Vouchers #208, totalling \$68,543.10, be waived and that it be and hereby is approved as prepared by Treasurer Bella.

b. On motion of Trustee Kepke, seconded by Trustee Cohen, it was unanimously RESOLVED that the Budget Report as of March 31, 2019, showing General Fund Equity to be \$1,758,377.79 and the Trust & Agency Fund Balance to be \$0, and the budget modifications contained therein, be and hereby are accepted as prepared by Treasurer Bella.

c. Trustee Scheff stated that he reviewed the bank statement reconciliations for February 2019.

3. Reports

a. Public Works

On motion of Trustee Cohen, seconded by Trustee Scheff, it was unanimously RESOLVED that the Public Works report for March 2019 be and hereby is accepted as submitted by Superintendent of Public Works Ronald Novinski.

b. Building Department

i. On motion of Trustee Scheff, seconded by Trustee Cohen, it was unanimously RESOLVED that the Building Department reports for March 2019 be and hereby are accepted as submitted by Superintendent Barbach and Inspector Lauria.

ii. Sign Permit – Andrew Levy DDS, 85 Old Shore Road

On motion of Trustee Scheff, seconded by Trustee Cohen, it was unanimously RESOLVED that the application of Andrew Levy for a 47-inch high by 211-inch long by 4-inch deep LED-illuminated wall front advertising sign, in accordance with the plan bearing the latest revision date of Jan. 17, 2019, for Village Dental at 85 Old Shore Road, said premises owned by Old Shore Realty and designated on the Nassau County Land & Tax Map as Section 4, Block Q, Lot 1, be and hereby is denied.

iii. Sign Permit – Target, 101 Shore Road

On motion of Trustee Cohen, seconded by Trustee Scheff, it was unanimously RESOLVED that the application of Matt Calvo of Building Brothers on behalf of LBUBS 2007-C7, owner of the premises located at 101 Shore Road and designated on the Nassau County Land & Tax Map as Section 4, Block 129, Lots 1, 10, 12 & 14C, to erect two (2) 1-foot 6 3/8-inch high, by 6-foot long by 5" deep "Target" advertising signs, one sign to be on the southerly storefront beneath the Target "bullseye" and one sign to be on the westerly storefront beneath the Target "bullseye", in accordance with the plan bearing the latest revision date of 2/08/18, be and hereby is denied.

c. Emergency Management & Traffic Safety

On motion of Trustee Kepke, seconded by Trustee Scheff, it was unanimously RESOLVED that the Emergency Management and Traffic Safety reports for the month of March 2019 be accepted as presented by Commissioner Kaplan.

d. Beautification Commission

On motion of Trustee Kepke, seconded by Trustee Scheff, it was unanimously RESOLVED that the Beautification Commission report for the month of March 2019 be accepted as presented by Commissioner Roth.

e. Justice Court

The Board accepted the Justice Court report for February 2019 submitted by Court Clerk Kropacek.

4. Business

a. Town of North Hempstead

On motion of Trustee Cohen, seconded by Trustee Kepke, it was unanimously

RESOLVED that the Village accepts the Town of North Hempstead funds, in the amount of \$150,000, to match the Village's grant in the same amount from the Nassau County 2004 Environmental Bond Act for improvements to Barbara Johnson Park and the other lands within Bay Walk Park owned by the Town of North Hempstead (designated on the Nassau County Land & Tax Map as Section 4, Block N-1, Lots 331 & 337 and Section 5, Block B, Lot 169); and that Mayor Weitzner is authorized to execute such documents as may be necessary to receive the funds.

b. Nassau County Soil & Water Conservation District Funding

On motion of Trustee Cohen, seconded by Trustee Scheff, it was unanimously RESOLVED that the Village accepts the Nassau County Soil & Water Conservation District funds, in the amount of \$3,050, to match the Village's expenditures in the same amount for the purchase and installation of a smart irrigation controller and flow valve smart sensor at Bay Walk Park, as more particularly set forth in a memorandum dated April 11, 2019; and that Mayor Weitzner is authorized to execute such documents as may be necessary to receive the funds.

c. Conditional Use & Site Plan – 85 Channel Dr, Bombay Kitchen

On motion of Trustee Cohen, seconded by Trustee Scheff, it was unanimously RESOLVED that the Board of Trustees of the Village of Port Washington North will hold a public hearing to consider the application of Sanjiv Mody for a Conditional Use Permit, for food manufacturing and processing, and Site Plan Review, for the addition of an on-site exterior loading dock, for Bombay Kitchen at 85 Channel Drive, Port Washington, New York (premises designated on the Nassau County Land & Tax Map as Section 4, Block 123, Lots 29 & 30), located in the Economic Development B zoning district, on Wednesday, May 22, 2019 at 7:45 p.m. at the Village Hall, 3 Pleasant Avenue, Port Washington, New York.

d. Small Claims Assessment Review Consultant

On motion of Trustee Cohen, seconded by Trustee Kepke, it was unanimously RESOLVED that the Village hereby engages the professional services of Michael Haberman Associates, Inc. to defend the Village in residential small claims assessment review proceedings, in accordance with its proposal dated April 31, 2019. The rate for such services, including but not limited to administration, market analysis, negotiations, conferences and court appearances, shall be \$125.00 per parcel. This contract is for a term ending April 2020, except that either party may terminate the agreement at any time.

e. ESRI GIS Maintenance Agreement

On motion of Trustee Scheff, seconded by Trustee Cohen, it was unanimously RESOLVED that the Village of Port Washington North enter into an agreement with ESRI for ArcGIS Desktop maintenance services for a one-year period commencing June 15, 2019 at a cost not to exceed \$400.00, as more particularly set forth in a written proposal dated March 16, 2019, and authorizes the Village Clerk to submit any required documentation.

f. NYMIR Insurance/Salerno Brokerage

On motion of Trustee Kepke, seconded by Trustee Cohen, it was unanimously RESOLVED that the Village of Port Washington North hereby authorizes Salerno Brokerage Corp. as the Village of Port Washington North insurance representative, effective the date of this resolution, and authorizes the Mayor to sign a letter authorizing and recognizing that Salerno Brokerage Corp. will be the insurance representative for the Village of Port Washington North.

On motion of Trustee Scheff, seconded by Trustee Cohen, it was unanimously RESOLVED that the meeting be and hereby is adjourned at 9:45 p.m.

Palma Torrisi, Village Clerk