

**BOARD OF TRUSTEES MEETING
INC. VILLAGE OF SANDS POINT
TUESDAY, NOVEMBER 15, 2016**

Present:	Edward A.K. Adler	Mayor
	Marc Silbert	Trustee
	Lynn R. Najman	Trustee
	Peter A. Forman	Trustee
	Liz Gaynor	Village Clerk
	Daniel Scheyer	Water Commissioner
	Michael Sahn, Esq.	Village Attorney
	John P. Christopher, Esq.	Village Attorney
Absent:	Katharine M. Ullman	Deputy Mayor

Mayor Adler opened the Regular meeting of the Board at 8:00 p.m.

The **Minutes** of the meeting held on October 25, 2016 were reviewed. On motion by Trustee Najman, seconded by Trustee Silbert and carried unanimously, the minutes of October 25, 2016 were approved.

The Board received the **Water Commissioner's Report**, which is appended hereto and made a part of the minutes.

Water Commissioner Scheyer announced that water pumpage during October of 2016 was 48,919,000 gallons pumped vs. 34,748,400 gallons pumped during October of 2015.

The **Treasurer's Report** showing cash balances as of October 31, 2016 was reviewed (copy attached). On motion by Trustee Forman, seconded by Trustee Najman and carried unanimously, the Treasurer's Report was accepted and filed.

Claims as presented on **Abstracts 6A & 6B** for payment in November were reviewed. On motion of Trustee Forman, seconded by Trustee Najman and carried unanimously, the claims as contained on **Abstracts 6A & 6B** were approved for payment. Abstract of Claims is appended hereto and made a part of the minutes.

The Board received **Recommendations of the Building Commissioner** as to Granting of Building Permit Extensions that are appended hereto and made a part of the minutes. On motion of Trustee Silbert, seconded by Trustee Forman and carried unanimously, the Building Commissioner's recommendations were adopted.

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The Board received the **Building Department Report of Activity** for the month of October 2016, which showed:

Building Permits issued – 9
Building Permit Applications filed – 1
Extensions of Building Permits Granted – 15
Tree Removal Applications Received – 11
Certificates of Occupancy Issued – 11

The Board received the **Justice Court Report** for the month of October 2016, which showed:

Arraignments – 41
Trials - 0
Total Amount Collected - \$4,151.00

Mayor Adler placed on the table for consideration **the 2017 Village Employee Holiday Schedule (Village Office, Water Department and Public Works)**, a copy of which is appended hereto and made a part of the minutes. The motion was moved by Trustee Silbert and seconded by Trustee Najman and carried unanimously the 2017 Employee Holiday Schedule was adopted. On vote as follows:

Mayor Edward A.K. Adler voting	-	aye
Deputy Mayor Katharine M. Ullman voting	-	aye
Trustee Marc Silbert voting	-	aye
Trustee Lynn R. Najman voting	-	absent
Trustee Peter A. Forman voting	-	aye

Mayor Adler placed on the table for consideration the **authorization for the transfer of Funds from the Village General Fund to the Village Water Fund.**

Whereupon, Trustee Najman proposed the following Resolution and moved its adoption:

**RESOLUTION 11152016-01
AUTHORIZATION FOR THE TRANSFER OF FUNDS
FROM THE VILLAGE GENERAL FUND
TO THE VILLAGE WATER FUND**

WHEREAS, by Resolution 06212016-29 the Board of Trustees of the Village authorized the issuance of bonds not to exceed 9 million for the construction of two new permanent water wells, including initial testing and engineering and all ancillary or related work in connection therewith, water mains, and water meters; and

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WHEREAS, the closing of the bonds to finance the improvements has not yet occurred; and

WHEREAS, notwithstanding the foregoing, due to the timing of and immediate need for the construction of several of the projects to proceed, the Water Department requires a short term advance of funds from the Village General Fund in the amount of \$100,000 to pay for the related professional services for capital improvements that have been authorized and completed, until the time that the bond funds are issued and the advance will be repaid in full to the Village General Fund (the "Short Term Advance"); and

WHEREAS, the Board of Trustees has reviewed this matter and has found that it will be in the best interests of the Village to authorize the Short Term Advance.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby authorizes the transfer of \$100,000 from the Village General Fund to the Village Water Fund on a short term and interim basis, pending the closing of the bond transaction.

The motion was seconded by Trustee Silbert. On roll call:

Mayor Edward A.K. Adler voting	-	aye
Deputy Mayor Katharine M. Ullman voting	-	absent
Trustee Marc Silbert voting	-	aye
Trustee Lynn R. Najman voting	-	aye
Trustee Peter A. Forman voting	-	aye

Resolution 11152016-01 was duly adopted.

Mayor Adler placed on the table for **consideration a recommendation from Superintendent of Public Works and Water Superintendent Brian Gunderson to authorize the purchase of a tank mixer at the Well 8 Tank located at Governor's Lane**, a copy of which is appended hereto and made a part of the minutes.

Whereupon, Trustee Silbert proposed the following Resolution and moved its adoption:

**RESOLUTION 11152016-02
PURCHASE OF A GRID BEE TANK MIXER
FOR WELL 8 TANK AT GOVERNOR'S LANE
MEDORA CORPORATION**

WHEREAS, a tank mixer is required to prevent the freezing of the water in the tank and to prevent disruption to water service; and

WHEREAS, Superintendent Gunderson requested and received two quotes for a Grid Bee tank mixer, copies of which are appended hereto and made a part of the minutes; and

WHEREAS, it is the recommendation of Superintendent Gunderson to purchase the tank mixer from the Medora Corporation which submitted the lowest quote; and

WHEREAS, the Board of Trustees has reviewed Superintendent Gunderson's proposal for the tank mixer and recommends the purchase,

NOW, THEREFORE, BE IT RESOLVED, that Medora Corporation, 3225 Highway 22, Dickinson, ND 58601, be and hereby is engaged to provide a tank mixer with SCADA Monitoring control box at a cost of \$7,950.00 as per their proposal dated October 31, 2016.

The motion was seconded by Trustee Najman. On roll call:

Mayor Edward A.K. Adler voting	-	aye
Deputy Mayor Katharine M. Ullman voting	-	absent
Trustee Marc Silbert voting	-	aye
Trustee Lynn R. Najman voting	-	aye
Trustee Peter A. Forman voting	-	aye

Resolution 11152016-02 was duly adopted.

Mayor Adler placed on the table for consideration a request from Village Clerk Liz Gaynor to Attend the NYSGFOA Conference in March 2017.

Whereupon, Trustee Silbert proposed the following Resolution and moved its adoption:

**RESOLUTION 11152016-03
APPROVAL OF ATTENDANCE AT
NYS GOVERNMENT FINANCE OFFICERS' ASSOCIATION, INC.
38TH ANNUAL CONFERENCE
MARCH 28, 2017 THROUGH MARCH 31, 2017
FOR
VILLAGE CLERK LIZ GAYNOR**

WHEREAS, it is necessary for Village Clerks to acquire up to date information and educational credits to maintain certifications; and

WHEREAS, Clerk Gaynor has received her Registered Municipal Clerk and Certified Municipal Clerk Certificates therefore required to attend various educational seminars each year to maintain her certification; and

WHEREAS, the NYSGFOA is holding the annual conference on March 28, 2017 through March 31, 2017 (Tuesday – Friday) in Albany, New York; and

WHEREAS, the Board of Trustees has reviewed Clerk Gaynor’s request and found the meeting to be essential in order to maintain the highest level of service for the Village government.

NOW, THEREFORE BE IT RESOLVED that Clerk Gaynor be and hereby is authorized to attend the NYS Government Finance Officers’ Association Annual Conference in Albany, NY on March 28-31, 2017 at a cost not to exceed \$1300.00.

The motion was seconded by Trustee Najman. On roll call:

Mayor Edward A.K. Adler voting	-	aye
Deputy Mayor Katharine M. Ullman voting	-	absent
Trustee Marc Silbert voting	-	aye
Trustee Lynn R. Najman voting	-	aye
Trustee Peter A. Forman voting	-	aye

Resolution 11152016-03 was duly adopted.

Mayor Adler placed on the table for consideration **a request from the Helen Keller National Center to place a banner** on their front gate in celebration of its 50th Anniversary since the Center was established as an Act of Congress, a copy of the request is appended hereto and made a part of the minutes. A motion was made by Trustee Silbert and seconded by Trustee Forman and then carried unanimously the Board approved placement of the anniversary banner. The vote was as follows:

Mayor Edward A.K. Adler voting	-	aye
Deputy Mayor Katharine M. Ullman voting	-	absent
Trustee Marc Silbert voting	-	aye
Trustee Lynn R. Najman voting	-	aye
Trustee Peter A. Forman voting	-	aye

Mayor Adler placed on the table for consideration a **Resolution for authorization to solicit bids for the installation of an additional two platform tennis courts.**

Whereupon, Trustee Silbert proposed the following Resolution and moved its adoption:

RESOLUTION 11152016-04

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**AUTHORIZATION TO SOLICIT BIDS
FOR CONSTRUCTION OF TWO ADDITIONAL
PLATFORM TENNIS COURTS
THE VILLAGE CLUB OF SANDS POINT**

WHEREAS, the Platform Tennis Program has proven to be very successful at the Village Club there is in greater demand; and

WHEREAS, the Village Club Commission believes the construction of two additional courts will bring in new memberships and increase revenue; and

WHEREAS, in accordance with the Village's Procurement Policy this item must be competitively bid;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees authorizes that the **Village Clerk be and hereby is authorized to solicit bids** for two additional platform tennis courts which bids will be presented to the Board for review and award as soon after the bid openings as possible;

The motion was seconded by Trustee Najman. On roll call:

Mayor Edward A. K. Adler voting	-	aye
Deputy Mayor Katharine M. Ullman voting	-	absent
Trustee Marc Silbert voting	-	aye
Trustee Lynn R. Najman voting	-	aye
Trustee Peter A. Forman voting	-	aye

Resolution 11152016-04 was duly adopted.

Mayor Adler placed on the table for consideration a **Resolution to Authorize Payment for Tree Removal Work that was done on the Golf Course Areas at The Village Club of Sands Point**

Whereupon, Trustee Najman proposed the following Resolution and moved its adoption:

**RESOLUTION 11152016-05
AUTHORIZATION OF PAYMENT FOR
TREE REMOVALS AT GOLF COURSE
CONSERV-A-TREE, INC.
THE VILLAGE CLUB OF SANDS POINT**

WHEREAS, at the Board's June 21, 2016 meeting Conserv-A-Tree, Inc. was awarded the contract for tree work at The Village Club; and

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WHEREAS, it was noted by Club personnel that after the initial tree clearing work was done there was a need for additional tree removals at the Club; and

WHEREAS, Club General Manager Frank Benzakour upon recommendation from the Club's Operation Committee engaged Conserv-A-Tree to perform the additional tree removals; and

WHEREAS, the expense will be paid from the Club's Capital Account; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees authorizes the payment for the completed work by Conserv-A-Tree, Inc., 282 Broadway, Huntington Station per their proposal dated October 24, 2016 in an amount not to exceed \$7,000.00.

The motion was seconded by Trustee Forman. On roll call:

Mayor Edward A.K. Adler voting	-	aye
Deputy Mayor Katharine M. Ullman voting	-	absent
Trustee Marc Silbert voting	-	aye
Trustee Lynn R. Najman voting	-	aye
Trustee Peter A. Forman voting	-	aye

Resolution 11152016-05 was duly adopted.

Mayor Adler placed on the table for consideration a **Resolution to Authorize landscape maintenance at areas located at The Village Club of Sands Point**

Whereupon, Trustee Najman proposed the following Resolution and moved its adoption:

**RESOLUTION 11152016-06
LANDSCAPE MAINTENANCE
CONSERV-A-TREE, INC.
FOR FOUR SITES AT
THE VILLAGE CLUB OF SANDS POINT**

WHEREAS, at the Board's June 21, 2016 meeting Conserv-A-Tree, Inc. was awarded the contract for tree work at The Village Club; and

WHEREAS, it was noted by Club personnel that after the tree clearing work was done there is a need for additional landscape maintenance in four areas at the Club; and

WHEREAS, Club General Manager Frank Benzakour received two proposals for the additional work; and

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WHEREAS, the lowest proposal was received from Conserv-A-Tree; and

WHEREAS, the Village Club Operations Committee has reviewed the proposal and recommends the cleanup, a copy of their recommendation is appended hereto and made a part of the minutes; and

WHEREAS, this expense will be paid from the Club's Capital Account; and

WHEREAS, the Board has examined the proposal and finds it acceptable,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees authorizes the landscape cleanup by Conserv-A-Tree, Inc., 282 Broadway, Huntington Station per their proposal dated October 24, 2016 in an amount not to exceed \$16,000.00.

The motion was seconded by Trustee Forman. On roll call:

Mayor Edward A.K. Adler voting	-	aye
Deputy Mayor Katharine M. Ullman voting	-	absent
Trustee Marc Silbert voting	-	aye
Trustee Lynn R. Najman voting	-	aye
Trustee Peter A. Forman voting	-	aye

Resolution 11152016-06 was duly adopted.

Mayor Adler placed on the table a **Resolution Approving the Attendance for Grille Room Manager Elvis Jimenez at a CMAA Certification Course.**

Whereupon, Trustee Najman proposed the following Resolution and moved its adoption:

**RESOLUTION 11152016-07
APPROVAL OF ATTENDANCE
AT CMAA BMI CERTIFICATION COURSE
FOR GRILLE MANAGER ELVIS JIMENEZ
THE VILLAGE CLUB OF SANDS POINT**

WHEREAS, it is necessary for the Club Personnel to acquire up to date information, and maintain and acquire certifications; and

WHEREAS, Club Manager Frank Benzakour has reviewed and approved of Elvis Jimenez's attendance at the CMAA BMI Certification course; and

WHEREAS, the Operations Committee approves the expenditure; and

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WHEREAS, the Board has reviewed the request and finds that the course is essential.

NOW THEREFORE BE IT RESOLVED that the Elvis Jimenez be authorized to attend the CMAA BMI Certification Course at a cost not to exceed \$3,000.00, with \$2,000 to be reimbursed by CMAA as per the request from Club Manager, Frank Benzakour.

The motion was seconded by Trustee Forman. On roll call:

Mayor Edward A.K. Adler voting	-	aye
Deputy Mayor Katharine M. Ullman voting	-	absent
Trustee Marc Silbert voting	-	aye
Trustee Lynn R. Najman voting	-	aye
Trustee Peter A. Forman voting	-	aye

Resolution 11152016-07 was duly adopted.

Mayor Adler placed on the table for consideration a **2017 event request from the Sands Point Preserve Conservancy**; a copy of the pending request is appended hereto and made a part of the minutes. Upon motion by Trustee Najman and seconded by Trustee Silbert and carried unanimously the Board approved the following event request:

2017 Event Request:

Sunday, October 8th – Wedding – Greg Wyckoff

On roll call:

Mayor Edward A.K. Adler voting	-	aye
Deputy Mayor Katharine M. Ullman voting	-	absent
Trustee Marc Silbert voting	-	aye
Trustee Lynn R. Najman voting	-	aye
Trustee Peter A. Forman voting	-	aye

Mayor Adler announced a public hearing to consider the following proposed local laws:

a) A Local Law Enacting Article II of Chapter 103 of the Village Code, Establishing Licensing and Fee Requirements for Irrigation Contractors

b) A Local Law Enacting Chapter 46 of the Village Code, entitled, "Bamboo."

On motion of Trustee Forman and seconded by Trustee Silbert and carried unanimously the Board resolved to hold a Public Hearing at their Tuesday, December 13, 2016 meeting to consider adoption of the aforementioned proposed local laws. On vote as follows:

Mayor Edward A.K. Adler voting	-	aye
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Deputy Mayor Katharine M. Ullman voting	-	absent
Trustee Marc Silbert voting	-	aye
Trustee Lynn R. Najman voting	-	aye
Trustee Peter A. Forman voting	-	aye

Mayor Adler placed on the table for consideration a **Resolution from the Village Club’s Operations Committee to engage Innocenti & Webel, LLC, Landscape Architects re an Assessment of the Allee located at The Village Club of Sands Point.**

Whereupon, Trustee Forman proposed the following Resolution and moved its adoption:

**RESOLUTION 11152016-08
ENGAGEMENT OF INNOCENTI & WEBEL, LLC
FOR AN ASSESSMENT OF THE ALLEE
AT THE VILLAGE CLUB OF SANDS POINT**

WHEREAS, pursuant to Resolution 03222016-13 The Village Club engaged Certified Arborist Richard W. Gibney to conduct a tree inventory and assessment report of which was submitted in April 2016; and

WHEREAS, the Village Club Tree Committee is now seeking the engagement of an additional landscape architect to offer a second opinion on the allee assessment as to which trees should be removed, pruned and planted; and

WHEREAS, Tree Committee Member Ben DeYoung solicited landscape architectural services from Innocenti & Webel, LLC, a copy of which is appended hereto and made a part of the minutes; and

WHEREAS, it the recommendation of the Operations Committee to proceed with Phase 1 of the Innocenti & Webel proposal; and

WHEREAS, this expense is to be incurred from bond monies; and

WHEREAS, the Board of Trustees has reviewed the Committee’s recommendation and has found it acceptable; and

NOW, THEREFORE, BE IT RESOLVED, that authorization is hereby given to Village Club Manager Frank Benzakour to engage Innocenti & Webel, LLC., 85 Forest Avenue, Locust Valley, New York 11560 for Phase 1 (only) of their proposal dated October 28, 2016 in an amount not to exceed \$3,500.00.

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The motion was seconded by Trustee Najman. On roll call:
Mayor Edward A.K. Adler voting - aye
Deputy Mayor Katharine M. Ullman voting - absent
Trustee Marc Silbert voting - aye
Trustee Lynn R. Najman voting - aye
Trustee Peter A. Forman voting - aye
Resolution 11152016-08 was duly adopted.

There being no further business to come before the Board, on motion of Trustee Silbert, seconded by Trustee Najman and carried unanimously, the meeting was adjourned at 9:10 p.m.



Liz Gaynor, Village Clerk



INC. VILLAGE OF SANDS POINT
BOARD OF TRUSTEES MEETING SIGN-IN SHEET

Meeting Date: Tuesday, November 15, 2016

Welcome, please sign-in:

1. Meagan McCarty

2. Nadiya Khetaword

3. Frank Benzakour

4. Marla Pinkus

5. Marla Pinkus

6. Georgia DeYoung

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