

**BOARD OF TRUSTEES MEETING
INC. VILLAGE OF SANDS POINT
TUESDAY, OCTOBER 27, 2009**

Present:	Leonard Wurzel	Mayor
	Edward A.K. Adler	Deputy Mayor
	Daniel Scheyer	Trustee
	Katharine M. Ullman	Trustee
	Marc Silbert	Trustee
	Jean-Marie Posner	Treasurer
	Randy Bond	Village Clerk
	Kenneth Auerbach, Esq.	Village Attorney

Mayor Wurzel opened the **Regular Meeting of the Board of Trustees** at 8:33 p.m.

The **Minutes** of the meeting held on September 29, 2009 were reviewed. On motion by Trustee Ullman, seconded by Deputy Mayor Adler and carried unanimously, the minutes of September 29, 2009 were approved.

Claims as presented on **Abstracts 5A & 5B** for payment in October were reviewed. On motion of Trustee Ullman, seconded by Deputy Mayor Adler and carried unanimously, the claims as contained on **Abstracts 5A & 5B** 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 Ullman and carried unanimously, the Building Commissioner's recommendations were adopted.

The Board received the **Building Department Report of Activity** for the month of September 2009 which showed:

Building Permits issued – 1
Building Permit Applications filed –7
Certificates of Occupancy Issued – 12
Extensions of Building Permits Granted – 28
Tree Removal of Applications Received – 17

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

October 27, 2009

Trustee Scheyer announced that water pumpage during September of 2009 was 56,160,000 gallons pumped vs. 52,130,000 gallons pumped during September of 2008.

The Board received the **Justice Court Report** for the month of September 2009 which showed:

Arraignments –	27
Trials –	2
Total Amount Collected -	\$1,900.00

Mayor Wurzel placed on the table for consideration an **Insurance Renewal Proposal submitted by Salerno Brokerage Corp. covering the Village of Sands Point**, a copy of which is appended hereto and made a part of the minutes. The total proposed premiums for the period of 10/1/09-9/30/10 is \$162,034.34. The total actual premiums for the period of 10/1/08-9/30/09 was \$168,864.24.

Whereupon Deputy Mayor Adler proposed the following Resolution and moved its adoption:

**RESOLUTION 10272009-01
RENEWAL OF INSURANCE POLICIES
OCTOBER 1, 2009 – SEPTEMBER 30, 2010**

WHEREAS, Salerno Brokerage solicited eight insurance companies for the various policies that the Village requires; and

WHEREAS, Salerno recommends that the Village accept five different carriers for the various policies, a copy of which is appended hereto and made a part of the minutes; and

WHEREAS, the Board has reviewed the proposals; and

WHEREAS, an amount of \$185,085.00 is in the Budget for 2009/2010,

NOW, THEREFORE, BE IT RESOLVED, that Salerno Brokerage Corp., 117 Oak Drive, Syosset, New York 11791 be and hereby is retained to provide insurance coverage on all of the Village's policies in the amount of \$162,034.34 in accordance with their proposal dated September 29, 2009.

The motion was seconded by Trustee Scheyer. On roll call:
Mayor Leonard Wurzel voting - aye
Deputy Mayor Edward A.K. Adler voting - aye
Trustee Daniel Scheyer voting - aye

October 27, 2009

Trustee Katharine M. Ullman voting - aye
Trustee Marc Silbert voting - aye
Resolution 10272009-01 was duly adopted.

On motion of Trustee Scheyer and seconded by Deputy Mayor Adler and carried unanimously the Board resolved to **hold a Public Hearing at their November 15, 2009 meeting to consider adoption of a proposed local law, "Proposed Local Law Amending Section 26-8 of the Village Code entitled, "Personal and Sick Leave"** on vote as follows:

Mayor Leonard Wurzel voting - aye
Deputy Edward A.K. Adler voting - aye
Trustee Daniel Scheyer voting - aye
Trustee Katharine M. Ullman voting - aye
Trustee Marc Silbert voting - aye

Mayor Wurzel placed on the table a recommendation from Public Works Superintendent Brian Gunderson to approve a **proposal to plant trees on Village owned property**, a copy of which is attached and appended hereto.

Whereupon Deputy Mayor Adler proposed the following Resolution and moved its adoption:

**RESOLUTION 10272009-02
APPROVAL OF TREE PLANTING
IN THE
VILLAGE OF SANDS POINT**

WHEREAS, by Resolution 08252009-05 five proposals were received for tree planting copies of which are attached and appended hereto; and

WHEREAS, Superintendent Gunderson has reviewed the proposals and recommends the Board approve the proposal by the lowest bidder, Louis Barbato Landscaping Inc.; and

WHEREAS, the Board has reviewed the proposal and found it acceptable,

NOW, THEREFORE BE IT RESOLVED, that Louis Barbato Landscaping Inc., 1600 Railroad Avenue, Holbrook, NY 11741 be and hereby is approved to supply and plant trees on Village owned property as per their proposal dated September 1, 2009 in an amount not to exceed \$4,860.00.

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

October 27, 2009

Mayor Leonard Wurzel voting - aye
Deputy Mayor Edward A.K. Adler voting - aye
Trustee Daniel Scheyer voting - aye
Trustee Katharine M. Ullman voting - aye
Trustee Marc Silbert voting - aye
Resolution 10272009-02 was duly adopted.

A written request from the **Port Washington Community Chest Thanksgiving Day Run to be held on Thursday, November 26, 2009** was reviewed, a copy of which is appended hereto and made a part of the minutes. On motion of Mayor Wurzel, seconded by Deputy Mayor Adler and unanimously agreed, the 34th Annual Port Washington Thanksgiving Day Run was approved. The Village Clerk confirmed that the Community Chest of Port Washington had submitted the proper insurance certificates.

Mayor Wurzel placed on the table for consideration a **proposal to authorize Village Clerk Randy Bond to place a legal notice for a Request for Proposals for the supply of Audit Services**, a copy of which is appended hereto and made a part of the minutes.

Whereupon Mayor Wurzel proposed the following Resolution and moved its adoption:

**RESOLUTION 10272009-03
AUTHORIZATION TO PLACE A LEGAL NOTICE FOR A
REQUEST FOR PROPOSALS
FOR THE SUPPLY OF AUDIT SERVICES
FOR THE VILLAGE OF SANDS POINT**

WHEREAS, the Governmental Accounting Standards Board (GASB) rules are constantly changing; and

WHEREAS, the Village of Sands Point must be in compliance with all rules and regulations of GASB; and

WHEREAS, GASB 45 requires the Village to have separate firms conducting the audit and the accounting services; and

WHEREAS, in response to this requirement, Village Clerk, Randy Bond has requested authorization to request proposals from companies to provide auditing services,

October 27, 2009

NOW, THEREFORE BE IT RESOLVED that the Village Clerk is authorized to place a legal notice for a Request for Proposals for audit services to implement the requirements of GASB 45.

The motion was seconded by Deputy Mayor Adler . On roll call:

Mayor Leonard Wurzel voting	-	aye
Deputy Mayor Edward A.K. Adler voting	-	aye
Trustee Daniel Scheyer voting	-	aye
Trustee Katharine M. Ullman voting	-	aye
Trustee Marc Silbert voting	-	aye

Resolution 10272009-03 was duly adopted.

Mayor Wurzel placed on the table for consideration towards adoption an **Identity Theft Prevention Program for the Village Club of Sands Point** to meet the required provisions of the Fair and Accurate Credit Transactions Act (FACT Act) and its "Red Flag" rules. The program is to be implemented by Club Consultants, Ltd, the management company for the Club. Upon motion by Trustee Silbert and seconded by Trustee Scheyer and carried unanimously the program was adopted. On roll call:

Mayor Leonard Wurzel voting	-	aye
Deputy Mayor Edward A.K. Adler	-	aye
Trustee Daniel Scheyer voting	-	aye
Trustee Katharine M. Ullman voting	-	aye
Trustee Marc Silbert voting	-	aye

Mayor Wurzel placed on the table for consideration a **recommendation from Club Manager, Ed Ronan to purchase an upgrade of the existing IBS Software System for The Village Club of Sands Point**, 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 10272009-05
PURCHASE OF COMPUTER SOFTWARE UPGRADE FOR THE
VILLAGE CLUB OF SANDS POINT**

WHEREAS, computer software upgrades are required at the Village Club which will comply with the newly adopted red flag policy; and

WHEREAS, the existing point of sale system has been provided by Integrated Business Systems, Inc. (IBS); and

October 27, 2009

WHEREAS, the Club Manager, Ed Ronan requested a proposal to purchase the upgrade, a copy of which is appended hereto and made part of the minutes; and

WHEREAS, the money for this project is included in the 2009/2010 budget; and

WHEREAS, the Board has reviewed the proposals and finds them acceptable;

NOW, THEREFORE, BE IT RESOLVED, that the Village Clerk be and hereby is authorized to purchase, have installed and be trained for the upgrade of the IBS software from Integrated Business Systems, Inc. 12201 Gayton Road, Suite 100, Richmond, VA 23233 for the Village Club of Sands Point in accordance with their proposal dated September 23, 2009 in the approximate amount of \$13,083.80.

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

Mayor Leonard Wurzel voting	-	aye
Deputy Mayor Edward A.K. Adler voting	-	aye
Trustee Daniel Scheyer voting	-	aye
Trustee Katharine Ullman voting	-	aye
Trustee Marc Silbert voting	-	aye

Resolution 10272009-05 was duly adopted.

Mayor Wurzel placed on the table a recommendation from Club Manager Ed Ronan to approve **attendance at various conferences for club personnel** a copy of which is appended hereto and made part of the minutes.

Whereupon Mayor Wurzel proposed the following Resolution and moved its adoption:

**RESOLUTION 10272009-06
APPROVAL OF ATTENDANCE AT CONFERENCES
FOR PERSONNEL OF THE
VILLAGE CLUB OF SANDS POINT**

WHEREAS, it is necessary for golf industry personnel to acquire up to date information on club management, products, and maintenance; and

WHEREAS, the Club managers have researched various conferences and have requested that they and their staff be allowed to attend in order to further their knowledge and expertise; and

WHEREAS, the Board has reviewed their requests and finds that the conferences are essential in order to maintain the Village Club at the highest possible level,

October 27, 2009

NOW THEREFORE BE IT RESOLVED that the following Club managers be and hereby are authorized to attend the following conferences in accordance with their requests, copies of which are appended hereto and made a part of the minutes:

2010 GCSAA Education Conference

San Diego, CA

2/8 – 2/12/2010

Phil Anderson

Matthew Voluse

Phillip Westherbee

Expense Estimate:

\$6,174.00

The motion was seconded by Deputy Mayor Adler. On roll call:

Mayor Leonard Wurzel voting - aye

Deputy Mayor Edward A.K. Adler voting - aye

Trustee Daniel Scheyer voting - aye

Trustee Katharine M. Ullman voting - aye

Trustee Marc Silbert voting - aye

Resolution 10272009-06 was duly adopted.

Mayor Wurzel placed on the table for **consideration a Change Order from Superintendent of Public Works, Brian Gunderson regarding a change order pertaining to the 2008 Road Program**, a copy of which is appended hereto and made a part of the minutes.

Whereupon Trustee Ullman proposed the following Resolution and moved its adoption:

**RESOLUTION 10272009-07
CHANGE ORDER
ROAD AND DRAINAGE IMPROVEMENTS OF BARKERS POINT ROAD
STASI BROS. ASPHALT CORP.
2008 ROAD PROGRAM**

WHEREAS, by Resolution 04222008-04 a bid was awarded to Stasi Bros. Asphalt Corp., for road and drainage improvements for Barkers Point Road and Sycamore Drive in the amount of \$500,168.07; and

WHEREAS, additional work was performed on Sycamore Drive to alleviate flooding; and

WHEREAS, the originally contracted work on Barkers Point Road needs to be done to prevent flooding; and

October 27, 2009

WHEREAS, Village engineers recommended that the work on Barkers Point Road be done, a copy of which is attached and made a part of the minutes; and

NOW, THEREFORE, BE IT RESOLVED, that **Change Order #1 for road and drainage improvements of 2008-Road Contract in the amount of \$25,053.60; be and hereby is accepted. AND BE IT**

FURTHER RESOLVED, the Board authorizes the Mayor to execute the change order between Stasi Bros. Asphalt Corp. and the Village of Sands Point.

The motion was seconded by Deputy Mayor Adler. On roll call:

Mayor Leonard Wurzel voting - aye

Deputy Mayor Edward A.K. Adler voting - aye

Trustee Daniel Scheyer voting - aye

Trustee Katharine M. Ullman voting - aye

Trustee Marc Silbert voting - aye

Resolution 10272009-07 was duly adopted.

Mayor placed on the table for consideration a **Resolution authorizing the items listed below pursuant to the Bond Acts enacted in 1965, 1972 and 1996 and the Environmental Protection Fund**, as well as federal grant awards available for such projects.

Whereupon Mayor Wurzel proposed the following Resolution and moved its adoption:

**RESOLUTION 10272009-08
MAPPING STORM SYSTEM
PHASE 2 STORMWATER REGULATIONS FOR MS4'S
ROUND 10 – MUNICIPAL RESOLUTION**

WHEREAS, the Incorporated Village of Sands Point, herein, called the "Municipality", after thorough consideration of the various aspects of the problem and study of available data, has hereby determined that certain work, as described in its application and attachments, herein called the "Project", is desirable, is in the public interest, and is required in order to implement the Project; and

WHEREAS, the Environmental Conservation Law (ECL) authorizes State assistance to municipalities for water quality improvement projects by means of a contract and the Municipality deems it to be in the public interest and benefit under this law to enter into a contract therewith;

October 27, 2009

NOW, THEREFORE, BE IT RESOLVED BY the Board of Trustees of the Incorporated Village of Sands Point

1. That James Antonelli, Village Engineer, or such person's successor in office, is the representative authorized to act in behalf of the Municipality's governing body in all matters related to State assistance under ECL Articles 17, 51 and 56 and/or any applicable federal grant provisions. The representative is also authorized to make application, submit Project documentation, and otherwise act for the Municipality's governing body in all matters related to the Project and to State assistance;
2. That Leonard Wurzel, Village Mayor, or such person's successor in office is authorized to execute the State Assistance Contract,
3. That the Municipality agrees that it will fund its portion of the cost of the Project and that funds will be available to initiate the Project's field work within twelve (12) months of written approval of its application by the Department of Environmental Conservation;
4. That one (1) certified copy of this Resolution be prepared and sent to the Albany office of the New York State Department of Environmental Conservation;
5. That this resolution takes effect immediately.

The motion was seconded by Deputy Mayor Adler. On roll call:

Mayor Leonard Wurzel voting	-	aye
Deputy Mayor Edward A.K. Adler voting	-	aye
Trustee Daniel Scheyer voting	-	aye
Trustee Katharine M. Ullman voting	-	aye
Trustee Marc Silbert voting	-	aye

Resolution 10272009-08 was duly adopted.

Mayor Wurzel placed on the table for consideration a **Resolution to lease a Toshiba E-Studio 455 Digital Copier/Network Printer for the Village Office**, a copy of which is appended hereto and made a part of the minutes.

Whereupon Mayor Wurzel proposed the following Resolution and moved its adoption:

**RESOLUTION 10272009-09
LEASE OF TOSHIBA E-STUDIO 455 DIGITAL COPIER
VILLAGE OFFICE**

WHEREAS, the current lease on the Village Office copier will expire at the end of December 2009; and

October 27, 2009

WHEREAS, General Services Coordinator Colleen O'Neill obtained a quote for the lease of a Toshiba E-Studio 455 Digital Copier/Network Printer under the terms of New York State Contract #01649 through Toshiba Business Solutions, 114 Jericho Turnpike, Suite 3, Floral Park, New York, 11001; and

WHEREAS, Ms. O'Neill recommended to the Board that the Toshiba E-Studio 455 Digital Copier be leased in accordance with the agreement from Toshiba Business Solutions; and

WHEREAS the Board has reviewed the proposal submitted and finds it acceptable:

NOW, THEREFORE, BE IT RESOLVED, that the Village Clerk be and hereby is directed to lease a Toshiba E-Studio 455 Digital Copier from Toshiba Business Solutions, 114 Jericho Turnpike, Suite 3, Floral Park, New York, 11001 in the amount of \$510.00 per month (which includes Maintenance) for a period of 36 months commencing in November 2009; and

BE FURTHER RESOLVED, that the Board authorizes the Mayor to execute the agreement between the Village of Sands Point and Toshiba Business Solutions.

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

Mayor Leonard Wurzel voting	-	aye
Deputy Mayor Edward A.K. Adler	-	aye
Trustee Daniel Scheyer voting	-	aye
Trustee Katharine M. Ullman voting	-	aye
Trustee Marc Silbert voting	-	aye

Resolution 10272009-09 was duly adopted.

Mayor Wurzel placed on the table for consideration a proposal from the Port Washington Office of Emergency Management to provide the Village of Sands Point with the use of Blackboard Connect, an emergency notification system, as well as training for the Village of Sands Point, 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 10272009-10
SUBSCRIPTION TO BLACKBOARD CONNECT THROUGH
THE PORT WASHINGTON OFFICE OF EMERGENCY MANAGEMENT**

October 27, 2009

WHEREAS, the Incorporated Village of Sands Point is a member of the Port Washington Office of Emergency Management (PWOEM); and

WHEREAS, the PWOEM has negotiated, on behalf of its members, a subscription to the emergency notification system provided by Blackboard Connect; and

WHEREAS, the Board of Trustees has reviewed the proposal and found it acceptable,

NOW, THEREFORE BE IT RESOLVED that the Port Washington Office of Emergency Management is authorized on behalf of the Village of Sands Point is authorized to provide Emergency Notification Services through Blackboard Connect, 650 Massachusetts Ave. NW, 6th Floor, Washington, DC 20001-3796 **in accordance with their proposal dated October 30, 2009 in the amount of \$2,164.00 per year; and be it further**

RESOLVED, that the Mayor be authorized to execute the addendum on behalf of the Village.

The motion was seconded by Deputy Mayor Adler. On roll call:

Mayor Leonard Wurzel voting	-	aye
Deputy Mayor Edward A.K. Adler voting	-	aye
Trustee Daniel Scheyer voting	-	aye
Trustee Katharine Ullman voting	-	aye
Trustee Marc Silbert voting	-	aye

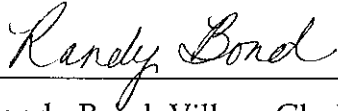
Resolution 10272009-10 was duly adopted.

Mayor Wurzel placed on the table for consideration towards adoption an **Identity Theft Prevention Program for the Village Office** to meet the required provisions of the Fair and Accurate Credit Transactions Act (FACT Act) and its "Red Flag" rules. The program is to cover all utility accounts that are administered by the Village. Upon motion by Deputy Mayor Adler and seconded by Trustee Ullman and carried unanimously the program was adopted. On roll call:

Mayor Leonard Wurzel voting	-	aye
Deputy Mayor Edward A.K. Adler	-	aye
Trustee Daniel Scheyer voting	-	aye
Trustee Katharine M. Ullman voting	-	aye
Trustee Marc Silbert voting	-	aye

Village Clerk Randy Bond made note that Public Works Commissioner Katharine Ullman, Public Works Superintendent Gunderson and herself **canvassed the Village identifying areas in need of maintenance**. Clerk Bond announced that notifications have been sent and some cleanups have taken place.

There being no further business to come before the Board, on motion of Trustee Silbert, seconded by Trustee Ullman and carried unanimously, the meeting ended at 9:03 p.m.

A handwritten signature in cursive script that reads "Randy Bond".

Randy Bond, Village Clerk