

**BOARD OF TRUSTEES MEETING
INC. VILLAGE OF SANDS POINT
TUESDAY, SEPTEMBER 27, 2016**

Present:	Edward A.K. Adler	Mayor
	Katharine M. Ullman	Deputy Mayor
	Marc Silbert	Trustee
	Lynn R. Najman	Trustee
	Peter A. Forman	Trustee
	Daniel Scheyer	Advisor to the Board
	Liz Gaynor	Village Clerk
	Michael Sahn	Village Attorney
	John Christopher	Village Attorney

Mayor Adler opened the **Regular Meeting of the Board of Trustees** at 8:32 p.m.

The **Minutes** of the meetings held on August 23, 2016 and September 2, 2016 were reviewed. On motion by Deputy Mayor Ullman, seconded by Trustee Najman and carried unanimously, the minutes were approved.

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

Commissioner Scheyer announced that water pumpage during August of 2016 was 70,522,800 gallons pumped versus 69,459,400 gallons during August 2015.

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

Claims as presented on **Abstracts 4A & 4B** for payment in September were reviewed. On motion of Trustee Forman, seconded by Trustee Silbert and carried unanimously, the claims as contained on **Abstracts 4A & 4B** 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 Najman, seconded by Trustee Silbert and carried unanimously, the Building Commissioner's recommendations were adopted.

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

Building Permits issued – 10
Building Permit Applications filed – 6
Extensions of Building Permits Granted – 33
Tree Removal of Applications Received – 8
Certificates of Occupancy Issued – 3

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

Arraignments - 57
Trials - 0
Total Amount Collected - \$3,827.00

Placed on the table for consideration towards adoption was a Resolution for the **Establishing Categories of Membership, Annual Membership Fees, Guest Privileges and Other Fees Relative to the Use of the Recreational Facilities at The Village Club.**

The matter was **tabled**, 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	-	aye
Trustee Peter A. Forman voting	-	aye

A written request from the **Port Washington Community Chest re the Thanksgiving Day Run to be held on Thursday, November 24, 2016** was reviewed, a copy of which is appended hereto and made a part of the minutes. On motion of Deputy Mayor Ullman, seconded by Trustee Najman and unanimously agreed, the Annual Port Washington Thanksgiving Day Run was approved. On vote as follows:

The motion was seconded by Trustee	.	On roll call:
Mayor Edward A.K. Adler voting	-	aye
Deputy Mayor Katharine M. Ullman voting	-	aye
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 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 10/1/2016 thru 9/30/2017 is \$323,400.49. The total actual premiums for the period of 10/1/2015 thru 9/30/2016 was \$334,332.90.

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

**RESOLUTION 09272016-01
RENEWAL OF INSURANCE POLICIES
OCTOBER 1, 2016 – SEPTEMBER 30, 2017**

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

WHEREAS, Salerno recommends that the Village accept three 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 proposal and finds it acceptable,

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 \$323,400.49.

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

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

Resolution 09272016-01 is duly adopted.

On motion of Trustee Najman and seconded by Trustee Silbert and carried unanimously the Board resolved to hold a **Public Hearing at their Tuesday, October 25, 2106 meeting to consider for adoption a proposed local law re construction fencing.**

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	-	aye

Trustee Peter A. Forman voting - aye

Mayor Adler placed on the table for consideration a **Resolution to consider the proposal from Dvirka and Bartilucci to perform engineering services for water meter replacement and new Village Club meter pits.**

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

**RESOLUTION 09272016-02
ENGINEERING DESIGN SERVICES
WATER METER REPLACEMENT
AND
NEW VILLAGE CLUB METER PITS
SANDS POINT WATER DEPARTMENT**

WHEREAS, by Resolution 06212016-29, the Board approved a Bond Resolution which included installation of new water meters throughout the Village; and

WHEREAS, the next step in the process is to engage an engineer to prepare bid specifications for the proposed work; and

WHEREAS, Village Engineer Dvirka & Bartilucci was requested to submit a proposal to provide engineering services for the preparation of contract documents, assistance with public bidding and construction services for furnishing water meters and accessories for the Village, a copy of which is appended hereto and made a part of the minutes; and

WHEREAS, the Board has reviewed their proposal and finds it acceptable, as revised;

NOW, THEREFORE, BE IT RESOLVED, that Dvirka & Bartilucci, Consulting Engineers, 330 Crossways Park Drive, Woodbury, New York 11797-2015 be and hereby is engaged to provide engineering services for water meter replacement and new Village Club water meter pits in accordance with their proposal dated September 8, 2016 in an amount not to exceed \$67,000.00; and be it further

RESOLVED, that the Village Clerk be and hereby is directed to solicit bids for said project to be presented to the Board of Trustees.

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

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

Resolution 09272016-02 was duly adopted.

Mayor Adler placed on the table for consideration **Resolution Authorizing the Execution of an Intermunicipal Agreement with the Town of North Hempstead and the Incorporated Villages of Flower Hill, Port Washington North, Baxter Estates, Manorhaven and Plandome Manor to Form a Joint Municipal Sponsoring Board for the Port Washington Fire Department’s Length of Service Award Program** a copy of which is appended hereto.

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

RESOLUTION 09272016-03
AUTHORIZING THE EXECUTION OF AN INTERMUNICIPAL AGREEMENT WITH THE TOWN OF NORTH HEMPSTEAD AND THE INCORPORATED VILLAGES OF FLOWER HILL, PORT WASHINGTON NORTH, BAXTER ESTATES, MANORHAVEN AND PLANDOME MANOR TO FORM A JOINT MUNICIPAL SPONSORING BOARD FOR THE PORT WASHINGTON FIRE

WHEREAS, pursuant to Resolution No.: 07292015-33, the Board of Trustees of the Village of Sands Point found that it would be in the best interest of the Village to enter into an “Intermunicipal Agreement” with the Town of North Hempstead, the Incorporated Village of Flower Hill, the Incorporated Village of Port Washington North, the Incorporated Village of Baxter Estates, the Incorporated Village of Manorhaven, and the Incorporated Village of Plandome Manor, all in the County of Nassau, State of New York, to establish a municipal sponsoring board for the purpose of administering an existing Defined Benefit Length of Service Award Program (the “LOSAP”) for volunteer firefighters of the Port Washington Fire Department; and

WHEREAS, Resolution No.: 07292015-33, among other things, authorized the Village attorney to negotiate and oversee the preparation and execution of the Intermunicipal Agreement; and

WHEREAS, the Intermunicipal Agreement, a copy of which is appended hereto and made a part hereof, has been fully negotiated between the municipalities; and

WHEREAS, the Board of Trustees has reviewed the Intermunicipal Agreement and finds that it will be in the best interest of the residents of the Village to enter into the same.

NOW, THEREFORE, BE IT RESOLVED that the Mayor be and he is authorized and directed to execute an Intermunicipal Agreement to establish a Joint Sponsoring Board for the purpose of administering the LOSAP for the benefit of the for volunteer firefighters of the Port Washington Fire Department.

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

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

Resolution 09272016-03 was duly adopted.

Mayor Adler placed on the table for consideration a **recommendation from Club Manager, Frank Benzakour to authorize the expense of no greater than \$5,310.00 for advertising services**, a copy of which is appended hereto and made a part of the minutes.

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

**RESOLUTION 09272016-04
ADVERTISING EXPENSE
WEDDINGWIRE, INC.
THE VILLAGE CLUB OF SANDS POINT**

WHEREAS, Club Manager Benzakour has determined there is a need to advertise the Village Club wedding services in various media outlets; and

WHEREAS, the Club Manager Benzakour believes that advertising on Wedding Sites and Services will bring in additional banquet business to the Club; and

WHEREAS, Club Manager Benzakour has determined that the cost to advertise will not exceed \$5,310.00 and which is outlined in the Club's 2016 operating budget; and

WHEREAS, the Board has reviewed the proposal submitted and approves the expenditure.

NOW, THEREFORE, BE IT RESOLVED, that the Village Club is authorized to spend no greater than \$5,310.00 to advertise the club on WeddingWire, Inc., 2 Wisconsin Circle, Floor 3, Chevy Chase, MD 20815 as per their proposal dated September 16, 2016, a copy of which is attached and appended hereto.

The motion was seconded by Trustee Silbert. On roll call:
Mayor Edward A.K. Adler voting - aye
Deputy Mayor Katharine M. Ullman voting - aye
Trustee Marc Silbert voting - aye
Trustee Lynn R. Najman voting - aye
Trustee Peter A. Forman voting - aye
Resolution 09272016-04 was duly adopted.

Mayor Adler placed on the table for consideration a **recommendation from Club Manager, Frank Benzakour to authorize the expense of no greater than \$4,999.36 for advertising services**, a copy of which is appended hereto and made a part of the minutes.

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

**RESOLUTION 09272016-05
ADVERTISING EXPENSE
THE KNOT
THE VILLAGE CLUB OF SANDS POINT**

WHEREAS, Club Manager Benzakour has determined there is a need to advertise the Village Club wedding services in various media outlets; and

WHEREAS, the Club Manager Benzakour believes that advertising in The Knot, a wedding magazine will bring in additional banquet business to the Club; and

WHEREAS, Club Manager Benzakour has determined that the cost to advertise will not exceed \$4,999.36 and which is outlined in the Club's 2016 operating budget; and

WHEREAS, the Board has reviewed the proposal submitted and approves the expenditure.

NOW, THEREFORE, BE IT RESOLVED, that the Village Club is authorized to spend no greater than \$4,999.36 for placement of an ad with The Knot.

The motion was seconded by Trustee Silbert. On roll call:
Mayor Edward A.K. Adler voting - aye
Deputy Mayor Katharine M. Ullman voting - aye
Trustee Marc Silbert voting - aye
Trustee Lynn R. Najman voting - aye
Trustee Peter A. Forman voting - aye
Resolution 09272016-05 was duly adopted.

Mayor Adler placed on the table for consideration a request from the Village Club Operations Committee to Authorize Payment of Repairs to the Golf Pro Shop & Grille.

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

**RESOLUTION 09272016-06
AUTHORIZATION PAYMENT FOR
ADDITIONAL GUTTER & SOFFIT REPAIR AT THE GOLF PRO SHOP
&
POST, SOFFITS AND SUPPORT REPAIR AT THE GRILLE
THE VILLAGE CLUB OF SANDS POINT**

WHEREAS, by Resolution 05242016-12 the Board approved the engagement of L.I. Home to repair the Golf Pro Shop's gutters and soffits; and

WHEREAS, while repairs were underway at the Pro Shop; it was discovered there was rotten sheathing and supports that needed replacement; and

WHEREAS, furthermore in August 2016 the Club had requested the services of L.I. Home for replacement of soffits and supports to the Grille building based on their previous work that was completed with excellent results; and

WHEREAS, these expenses are outlined in the Bond Budget under General Construction Improvements to Various Buildings; and

WHEREAS, the Village Club's Operation Committee has reviewed the invoices and recommends payment; and

WHEREAS, the Board has reviewed the recommendation and finds it acceptable; and

NOW, THEREFORE, BE IT RESOLVED that the Board authorizes payment to L.I. Home, 111 Littleworth Lane, Sea Cliff, New York 11579 in the total amount of \$16,008.43 per their invoices copies of which are appended hereto and made a part of the minutes.

The motion was seconded by Trustee Silbert. On roll call:
Mayor Edward A.K. Adler voting - aye
Deputy Mayor Katharine M. Ullman voting - aye
Trustee Marc Silbert voting - aye
Trustee Lynn R. Najman voting - aye
Trustee Peter A. Forman voting - aye
Resolution 09272016-06 was duly adopted.

Mayor Adler placed on the table for consideration to engage Sidney B. Bowne & Son, LLP for **further engineering services re Pool Area Improvements** at The Village Club of Sands Point.

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

**RESOLUTION 09272016-07
ENGAGEMENT OF
SIDNEY B. BOWNE & SON, LLP
ENGINEERING SERVICES
SITE PLAN WORK AT POOL AREA
THE VILLAGE CLUB OF SANDS POINT**

WHEREAS, per Resolution 07262016-04 the Board approved the engagement of Sidney B. Bowne & Son, LLP for topographical surveying of the pool area, parking lot area and the mansion area; and

WHEREAS, further engineering services are necessary in relation to improvements to the pool facility and related waterfront recreational facilities; and

WHEREAS, Club Architect Jim Rogers asked for and received a proposal from Village Engineer Sidney B. Bowne & Son, LLP to provide the additional services, a copy of their proposal is appended hereto and made a part of the minutes; and

WHEREAS, the Club Operations Committee has reviewed the proposal and recommends the engagement of Sidney B. Bowne & Son; and

WHEREAS, the Board has reviewed their proposal and finds it acceptable; and

NOW, THEREFORE, BE IT RESOLVED, that Sidney B. Bowne & Son, LLP, 235 East Jericho Turnpike, Mineola, New York 11501 be and hereby is engaged to provide engineering services per their proposal dated September 20, 2016 for the in an amount not to exceed \$49,000.00.

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

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

Resolution 09272016-07 was duly adopted.

Mayor Adler placed on the table for consideration a **Resolution to Amend the Scope of Services for Richard Gibney, Landscape Architect at The Village Club to include site, community and Board meetings.**

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

**RESOLUTION 09272016-08
SUPPLEMENTAL SERVICES
SITE, COMMUNITY AND BOARD MEETINGS
RICHARD W. GIBNEY, LANDSCAPE ARCHITECT
THE VILLAGE CLUB OF SANDS POINT**

WHEREAS, per Resolution 08232016-12 the Board approved the engagement of Richard W. Gibney to provide landscaping services and arborist services for various projects at The Village Club; and

WHEREAS, the Club has found it necessary for Mr. Gibney's involvement in site, community and Board meetings as the landscaping and tree projects have progressed; and

WHEREAS, Mr. Gibney submitted a proposal to extend his scope of services to include participation in site, community and Board meetings; and

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

WHEREAS, the Village Club Operations Committee has reviewed Mr. Gibney's proposal and finds it acceptable; and

WHEREAS, the Board concurs with the Operations Committee's recommendation,

NOW, THEREFORE, BE IT RESOLVED, that Richard W. Gibney, P.O. Box 371, Wading River, New York 11792 be and hereby is engaged to provide services re participation at site, community and Board meeting per the fees stated in his proposal dated September 21, 2016 with a cap on the fees in an amount not to exceed \$10,000.00.

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

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

Resolution 09272016-08 was duly adopted.

Mayor Adler placed on the table a recommendation from Club Manager Frank Benzakour to **approve service training seminar for the Grille and Mansion Wait Staff**, a copy of which is appended hereto and made part of the minutes.

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

RESOLUTION 09272016-09

**APPROVAL OF SERVICE TRAINING
BY
TOPSERVE RESTAURANT SERVICE CONSULTING & TRAINING
FOR WAIT STAFF AT THE GRILLE & MANSION
THE VILLAGE CLUB OF SANDS POINT**

WHEREAS, it is necessary for personnel to learn better hospitality techniques; and

WHEREAS, Club Manager, Frank Benzakour has researched various training opportunities and has requested that the Topserve Restaurant Service Consulting & Training provide a two (2) day training seminar; and

WHEREAS, this expense is outlined in the Club's Operating budget; and

WHEREAS, the Board has reviewed this request and finds that the seminar is essential in order to maintain the Village Club at the highest possible level.

NOW, THEREFORE BE IT RESOLVED that payment is authorized for service training by Topserve Restaurant Service Consulting & Training, **9 August Ave, Bayville, NY 11709** in an amount not to exceed \$1,400.00.

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

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

Resolution 09272016-09 was duly adopted.

On motion of Trustee Silbert and seconded by Trustee Najman and carried unanimously the Board resolved to **hold a Public Hearing at their Tuesday, October 25, 2016 meeting to consider for adoption a proposed local law amending Subsection B. of Section 168-64 of Chapter 168, entitled "Water."**

On vote as follows:

Mayor Edward A.K. Adler voting	-	aye
Deputy Mayor Katharine Ullman voting	-	aye
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 the **authorization to close the First National Bank of Long Island Capital Trust Account and to transfer all remaining funds to the First National Bank of Long Island Money Market Account.**

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

RESOLUTION 09272016-10

AUTHORIZATION TO CLOSE THE FIRST NATIONAL BANK OF LONG ISLAND CAPITAL TRUST ACCOUNT AND TO TRANSFER ALL REMAINING FUNDS TO THE FIRST NATIONAL BANK OF LONG ISLAND MONEY MARKET ACCOUNT

WHEREAS, during the 2004-2005 fiscal year, the Village established a Capital Trust Account pursuant to Resolution No.: 11162004-03, as a reserve fund for the Village Club of Sands Point to deposit its profits for capital improvements to the Village Club property (the "Capital Trust Account"); and

WHEREAS, Village Club requires the permission of the Board of Trustees to withdraw any funds from the Capital Trust Account; and

WHEREAS, the Capital Trust Account is maintained at First National Bank of Long Island ("FNBLI"); and

WHEREAS, the Village also maintains a Money Market Account at FNBLI for Village Club of Sands Point (the "Money Market Account"); and

WHEREAS, the Village Club requires the permission of the Board of Trustees to withdraw any funds from the Money Market Account; and

WHEREAS, the Commissioner of Treasury and Finance has advised that the Capital Trust Account and reserve fund is no longer required and has recommended that this account be closed; and

WHEREAS, the Commissioner of Treasury and Finance has further recommended that the remaining Capital Trust Account funds, in the approximate amount of \$34,262, should be transferred to the Money Market Account; and

WHEREAS, the Board of Trustees has reviewed these recommendations and has found that it will be in the best interests of the Village to close the Capital Trust Account and transfer the remaining funds to the Money Market Account as recommended.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby authorizes the Village Clerk to close the Village Club Capital Trust Account; and be it further

RESOLVED, that the Board of Trustees hereby authorizes the transfer of all remaining funds from the Village Club Capital Trust Account to the Village Club Money Market Account.

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

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

Resolution 09272016-10 was duly adopted.

There being no further business to come before the Board, on motion of Deputy Mayor Ullman, seconded by Trustee Silbert and carried unanimously, the meeting ended at 10:30 p.m.



Liz Gaynor,
Village Clerk