

**VILLAGE OF MANORHAVEN  
BOARD OF TRUSTEES  
MINUTES OF ANNUAL ORGANIZATIONAL MEETING  
MONDAY, JULY 1, 2013**

The Board held its annual organizational meeting on July 1, 2013 at 7:30 p.m. The meeting was called to order at 7:30 p.m. by Mayor Giovanna Giunta, with the following in attendance:

Giovanna Giunta	Mayor
Mark Lazarovic	Deputy Mayor
Rita DiLucia	Trustee
Lucretia Steele	Trustee
Dorit Zeevi-Farrington	Trustee
Charles J. Casolaro	Village Attorney
Liz Gaynor	Village Clerk-Treasurer

25 members of the public were in attendance. Mayor Giunta asked ex-Mayor Gary Pagano to lead the assembly in reciting the Pledge of Allegiance.

Councilwoman Dina DeGirogio and Town Clerk Leslie Gross of the Town of North Hempstead administered the oath of office to Trustee DiLucia, Trustee Zeevi-Farrington, Trustee Steele and Village Justice Peter Gallanter.

Mayor Giunta appointed Lucretia Steele to the office of Deputy Mayor for the term of one (1) year commencing on July 1, 2013.

Mayor Giunta then made the following appointments subject to ratification:

- 1) I hereby appoint **Sharon Ann Natalie** as Deputy Village Clerk for a term of one (1) year commencing on July 1, 2013;
- 2) I hereby appoint **Charles J. Casolaro, Esq.** as Village Attorney for a term of one (1) year commencing on July 1, 2013;
- 3) I hereby appoint **Patrick Michael Abramski** as the Superintendent of Buildings for a term of one (1) year commencing on July 1, 2013;
- 4) I hereby appoint **Patrick Michael Abramski** as Chief Code Enforcement Officer for a term of one (1) year commencing on July 1, 2013;
- 5) I hereby appoint **John Babaian** as Code Enforcement Officer for a term of one (1) year commencing on July 1, 2013;
- 6) I hereby appoint **Nancy Greene** as Clerk to the Village Justice Court for a term of one (1) year commencing on July 1, 2013;
- 7) I hereby appoint **Richard Ready, Esq.** as Village Prosecutor for a term of one (1) year commencing on July 1, 2013;

- 8) I hereby appoint **William Jaye, Esq.** as Village Prosecutor for a term of one (1) year commencing on July 1, 2013;
- 9) I hereby appoint **Stephen Thomsen** as Chairman of the Board of Zoning Appeals for a term of one (1) year commencing on July 1, 2013;
- 10) I hereby appoint **Frank Ottaviani** as a member of the Board of Zoning Appeals to the unexpired five (5) year term that commenced on March 21, 2013;
- 11) I hereby appoint **Dominick Masiello** as a member of the Board of Zoning Appeals to the unexpired five (5) year term that commenced on July 1, 2013;
- 12) I hereby appoint **Thomas Garafalo** as a member of the Planning Board for a term of one (1) year commencing on July 1, 2013;
- 13) I hereby appoint **Maria Carpinelli** as a member of the Planning Board for a term of two (2) years commencing on July 1, 2013;
- 14) I hereby appoint **Barbara Rupenop** as a member of the Planning Board for a term of three (3) years commencing on July 1, 2013;
- 15) I hereby appoint **Gary Pagano** as a member of the Planning Board for a term of four (4) years commencing on July 1, 2013;
- 16) I hereby appoint **Gary Pagano** as Chairman of the Planning Board for a term of one (1) year commencing on July 1, 2013;
- 17) I hereby appoint **James Bradley, Esq.** as Counsel to the Planning Board for a term of one (1) year commencing on July 1, 2013;
- 18) I hereby appoint **Joseph Giunta** to the unpaid position of Commissioner of Special Projects for a term of one (1) year commencing on July 1, 2013;
- 19) I hereby appoint **Frank Ottaviani** to the unpaid position of Co-Commissioner of Community Relations for a term of one (1) year commencing on July 1, 2013;
- 20) I hereby appoint **Stacey Lowe** to the unpaid position of Co-Commissioner of Community Relations for a term of one (1) year commencing on July 1, 2013;
- 21) I hereby appoint **Matthew Schiller** to the unpaid position of Commissioner of Public Health and Safety for a term of one (1) year commencing on July 1, 2013;
- 22) I hereby appoint **Robert Brinkman** to the unpaid position of Commissioner of the Department of Environmental Affairs for a term of one (1) year commencing on July 1, 2013;
- 23) I hereby appoint **Mario Gomez** to the unpaid position of Community Outreach Liaison to the Board of Trustees for a term of one (1) year commencing on July 1, 2013;

**STATEMENT OF RESOLUTION FOR APPOINTMENTS**

**Be it Resolved**, all Village Board Counsel, Special Counsel, and Prosecutors shall report to the Village Attorney, from time to time, on matters of official Village Business.

Deputy Mayor Steele made a motion to ratify the foregoing appointments. Trustee Lazarovic seconded the motion.

The Board was polled as follows:

Trustee Zeevi-Farrington	Aye
Deputy Mayor Steele	Aye
Trustee DiLucia	Aye
Trustee Lazarovic	Aye
Mayor Giunta	Aye

**BOARD OF TRUSTEES – INC. VILLAGE OF MANORHAVEN  
RESOLUTION #78 JULY 1, 2013**

**A RESOLUTION ESTABLISHING A SCHEDULE FOR THE REGULAR MONTHLY MEETINGS OF THE BOARD OF TRUSTEES FOR THE VILLAGE YEAR 2013-2014 AND SETTING THE DATE AND TIME FOR THE REORGANIZATION MEETING OF THE VILLAGE FOR VILLAGE YEAR 2013-2014**

**BE IT RESOLVED**, that the schedule for the regular monthly meetings of the Board of Trustees for the Village Year 2013-2014 shall be as follows, with all such meetings to commence at 7:30 pm:

July 25, 2013  
August 22, 2013  
September 26, 2013  
October 24, 2013  
November 14, 2013  
December 19, 2013  
January 23, 2014  
February 27, 2014  
March 27, 2014  
April 24, 2014  
May 22, 2014  
June 26, 2014

; and

**BE IT FURTHER RESOLVED**, that the Annual Reorganization meeting of the Village for the Village year 2014-2015 shall be conducted on Monday June 30, 2014, commencing at 7:30 pm; and

**BE IT FURTHER RESOLVED**, that the provisions of this Resolution shall take effect immediately.

Deputy Mayor Steele made a motion to approve the resolution as presented. Trustee Lazarovic seconded the motion.

The Board was polled as follows:

Trustee Zeevi-Farrington	Aye
Deputy Mayor Steele	Aye
Trustee DiLucia	Aye
Trustee Lazarovic	Aye
Mayor Giunta	Aye

**BOARD OF TRUSTEES – INC. VILLAGE OF MANORHAVEN  
RESOLUTION #79 – JULY 1, 2013**

**A RESOLUTION IN CONNECTION WITH ATTENDANCE AT MEETINGS AND  
CONFERENCES**

**BE IT RESOLVED**, that the following officials of the Inc. Village of Manorhaven be and hereby are authorized to attend meetings and conferences on behalf of the Village, to be conducted within New York State, and to be reimbursed for their attendance thereat for actual and necessary expenses in connection therewith:

The Mayor and the Board of Trustees

Village Justice Peter Gallanter  
Acting Village Justice

Village Clerk-Treasurer Liz Gaynor  
Deputy Village Clerk Sharon Natalie

Village Attorney Charles J. Casolaro

Such other Village employees and officials as may be determined by the Board of Trustees, from time to time; and

**BE IT FURTHER RESOLVED**, that the provisions of this Resolution shall take effect immediately.

Trustee Lazarovic made a motion to approve the resolution as presented. Trustee Zeevi-Farrington seconded the motion.

The Board was polled as follows:

Trustee Zeevi-Farrington	Aye
Deputy Mayor Steele	Aye
Trustee DiLucia	Aye
Trustee Lazarovic	Aye
Mayor Giunta	Aye

**BOARD OF TRUSTEES – INC. VILLAGE OF MANORHAVEN  
RESOLUTION #80 – JULY 1, 2013**

A RESOLUTION AUTHORIZING SIGNATORIES IN RESPECT TO VILLAGE BANK ACCOUNTS

**BE IT RESOLVED**, that the following officials of the Inc. Village of Manorhaven be and hereby are authorized to act as signatories with respect to all Village bank accounts:

Mayor Giovanna Giunta  
Deputy Mayor Lucretia Steele  
Village Clerk-Treasurer Liz Gaynor  
Deputy Village Clerk Sharon Ann Natalie

; and

**BE IT FURTHER RESOLVED**, that the provisions of this Resolution shall take effect immediately.

Trustee Lazarovic made a motion to approve the resolution as presented. Deputy Mayor Steele seconded the motion.

The Board was polled as follows:

Trustee Zeevi-Farrington	Aye
Deputy Mayor Steele	Aye
Trustee DiLucia	Aye
Trustee Lazarovic	Aye
Mayor Giunta	Aye

**BOARD OF TRUSTEES – INC. VILLAGE OF MANORHAVEN  
RESOLUTION #81 – JULY 1, 2013**

**DESIGNATION OF BANK**

**BE IT RESOLVED**, that HSBC Bank USA (Port Washington, NY branch) and hereby are authorized as depositories of all funds of the Inc. Village of Manorhaven; and

**BE IT FURTHER RESOLVED**, that the provisions of this Resolution shall take effect immediately.

Deputy Mayor Steele made a motion to approve the Resolution as presented. Trustee Lazarovic seconded the motion.

The Board was polled as follows:

Trustee Zeevi-Farrington	Aye
Deputy Mayor Steele	Aye
Trustee DiLucia	Aye
Trustee Lazarovic	Aye
Mayor Giunta	Aye

**BOARD OF TRUSTEES – INC. VILLAGE OF MANORHAVEN  
RESOLUTION #82 – JULY 1, 2013**

**A RESOLUTION CREATING THE OFFICE OF CHIEF CODE ENFORCEMENT  
OFFICER**

**BE IT RESOLVED**, that the Chief Code Enforcement Officer shall have the authority and the jurisdiction to issue building and zoning code violations and tickets and parking tickets, and

**BE IT FURTHER RESOLVED**, that the provisions of this Resolution shall take effect immediately.

Trustee Lazarovic made a motion to approve the Resolution as presented. Trustee DiLucia seconded the motion.

The Board was polled as follows:

Trustee Zeevi-Farrington	Aye
Deputy Mayor Steele	Aye
Trustee DiLucia	Aye
Trustee Lazarovic	Aye
Mayor Giunta	Aye

**BOARD OF TRUSTEES – INC. VILLAGE OF MANORHAVEN  
RESOLUTION #83– JULY 1, 2013**

**VILLAGE DEPARTMENTS**

**BE IT RESOLVED** that the Village has established and organizes itself into the following Department Units:

1. Clerk-Treasurer Department
2. Building Department
3. Public Works Department
4. Sanitation Department
5. Department of Environmental Affairs
6. Accounting Department
7. Village Justice Court Department

Each of these departments shall continue, in conjunction and with the assistance of the Village Accountant, prepare its proposed annual operating budget and submit said proposed budget to the Budget Officer.

**BE IT FURTHER RESOLVED**, that the provisions of this Resolution shall take effect immediately.

Deputy Mayor Steele made a motion to approve the Resolution as presented. Trustee Zeevi-Farrington seconded the motion.

The Board was polled as follows:

Trustee Zeevi-Farrington     Aye  
Deputy Mayor Steele         Aye  
Trustee DiLucia               Aye  
Trustee Lazarovic            Aye  
Mayor Giunta                 Aye

**BOARD OF TRUSTEES – INC. VILLAGE OF MANORHAVEN  
RESOLUTION #84 – JULY 1, 2013**

**OFFICIAL NEWSPAPERS OF THE VILLAGE**

**BE IT RESOLVED**, that the primary official newspaper of the Inc. Village of Manorhaven shall be the *Port Washington News* and the secondary official newspaper of the Inc. Village of Manorhaven shall be *Newsday*; and

**BE IT FURTHER RESOLVED**, that the provisions of this Resolution shall take effect immediately.

Trustee DiLucia made a motion to approve the Resolution as presented. Deputy Mayor Steele seconded the motion.

The Board was polled as follows:

Trustee Zeevi-Farrington     Aye  
Deputy Mayor Steele         Aye  
Trustee DiLucia               Aye  
Trustee Lazarovic            Aye  
Mayor Giunta                 Aye

**BOARD OF TRUSTEES – INC. VILLAGE OF MANORHAVEN  
RESOLUTION #85 – JULY 1, 2013**

**A RESOLUTION AUTHORIZING PAYMENT IN  
ADVANCE OF AUDIT OF CERTAIN CLAIMS**

**BE IT RESOLVED**, that the Village Clerk-Treasurer be and hereby is authorized to pay, in advance of Audit by the Board of Trustees, certain recurring and ordinary expenses of the Village, as follows:

Aflac  
Architectural Review Board – Chair  
Architectural Review Board – Members and Alternate Members  
Board of Zoning Appeals – Chair  
Board of Zoning Appeals – Members and Alternate Members  
C & G Inspections Services, Inc. (Building Department consultant)  
CSEA (Union dues deduction)  
LIPA  
National Grid  
NYS Deferred Compensation Plan  
NYS Department of Taxation and Finance

NYS Employees Retirement System  
Nextel-Sprint  
Pitney Bowes (postage meter)  
Postmaster – Port Washington (postage)  
Shell Gas Card – (gasoline purchases for Village vehicles)  
Standard Security Insurance Company (disability insurance)  
Verizon  
Village Attorney – monthly retainer only  
Village court Spanish Interpreter – monthly stipend

And

**BE IT FURTHER RESOLVED**, that the provisions of the Resolution shall take effect immediately.

Trustee Lazarovic made a motion to approve the Resolution as presented. Trustee Zeevi-Farrington seconded the motion.

The Board was polled as follows:

Trustee Zeevi-Farrington	Aye
Deputy Mayor Steele	Aye
Trustee DiLucia	Aye
Trustee Lazarovic	Aye
Mayor Giunta	Aye

NEXT MEETING: The next meeting was scheduled for Thursday, July 25, 2013 at 7:30 p.m.

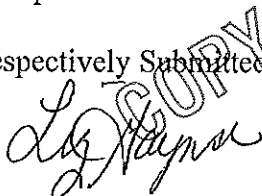
Deputy Mayor Lazarovic made a motion to close the meeting, seconded by Trustee Steele.

The Board was polled as follows:

Trustee Zeevi-Farrington	Aye
Deputy Mayor Steele	Aye
Trustee DiLucia	Aye
Trustee Lazarovic	Aye
Mayor Giunta	Aye

There being no further business to come before the Board, the meeting was adjourned at 7:55 p.m.

Respectively Submitted,



Liz Gaynor  
Village Clerk-Treasurer