

**VILLAGE OF MANORHAVEN  
BOARD OF TRUSTEES  
MINUTES OF ANNUAL ORGANIZATIONAL MEETING  
WEDNESDAY, JULY 6, 2016**

The Board held its annual organizational meeting on **July 6, 2016 at 7:00 p.m.** The meeting was called to order at 7 p.m. by Mayor Jim Avena.

**The following were in attendance:**

James Avena	Mayor
Ken Kraft	Trustee
Priscilla von Roeschlaub	Trustee
Steven Leventhal, Esq.	Village Attorney
Sharon Natalie Abramski	Village Clerk-Treasurer

**Pledge of Allegiance:** Mayor Avena asked Barbara Faticone to lead the assembly in reciting the Pledge of Allegiance.

**Oath of Office:** Judge Peter Gallanter administered the Oath of Office to newly elected Mayor Jim Avena, and newly re-elected Trustee Priscilla von Roeschlaub.

***THE FOLLOWING MOTIONS*** were brought before the Board by Mayor Avena and polled by present Board members Mayor Jim Avena, Deputy Mayor Priscilla von Roeschlaub, and Trustee Ken Kraft:

**a.** A Motion to appoint Sharon Natalie Abramski as Village Clerk-Treasurer, Records Access Officer, FOIL Officer and Records Management Officer for a term of two (2) years commencing July 6, 2016. Motion approved by Trustee von Roeschlaub; seconded by Trustee Kraft. Unanimously approved. Justice Peter Gallanter administered the Oath of Office.

**b.** A Motion to appoint Norma Joanna Gonedes as Deputy Clerk for the term of one (1) year commencing July 6, 2016. Motion approved by Trustee von Roeschlaub; seconded by Trustee Kraft. Unanimously approved.

**c.** A Motion to appoint Donald Badaczewski as Justice Court Clerk for the term of one (1) year commencing July 6, 2016. Justice Peter Gallanter administered the Oath of Office. Motion approved by Trustee von Roeschlaub; seconded by Trustee Kraft. Unanimously approved.

**d.** A Motion to appoint Steven Leventhal, Esq. as Village Attorney for a term of two (2) years commencing on July 6, 2016 and authorizing compensation pursuant to an engagement letter filed with the Village Clerk. Motion accepted by Trustee von Roeschlaub; seconded by Trustee Kraft. Motion approved by Trustee von Roeschlaub; seconded by Trustee Kraft. Unanimously approved. Justice Peter Gallanter administered the Oath of Office.

**e.** A Motion to appoint Fred Pollack, Esq. as Village Prosecutor for a term of one (1) year commencing July 6, 2016 and authorizing compensation pursuant to an engagement letter filed with

the Village Clerk. Motion approved by Trustee von Roeschlaub; seconded by Trustee Kraft. Unanimously approved.

**f.** A Motion to appoint Bee, Ready, Fishbein, Hatter & Donovan as Special Counsel to the Village of Manorhaven for purposes of advising the Planning Board commencing July 6, 2016 and authorizing compensation pursuant to an engagement letter filed with the Village Clerk. Motion approved by Trustee von Roeschlaub; seconded by Trustee Kraft. Unanimously approved.

**g.** A Motion to appoint Leventhal, Mullaney & Blinkoff as counsel for the Board of Zoning Appeals as Special Counsel to the Village of Manorhaven for purposes of advising the Zoning Board commencing July 6, 2016 and authorizing compensation pursuant to an engagement letter filed with the Village Clerk. Motion approved by Trustee von Roeschlaub; seconded by Trustee Kraft. Unanimously approved.

**h.** A Motion to appoint Leventhal, Mullaney & Blinkoff as Special Counsel to the Village of Manorhaven for purposes of advising the Architectural Review Board commencing July 6, 2016 and authorizing compensation pursuant to an engagement letter filed with the Village Clerk. Motion approved by Trustee von Roeschlaub; seconded by Trustee Kraft. Unanimously approved.

***THE FOLLOWING RESOLUTIONS* were brought before the Board by Mayor Avena and polled by present Board members Mayor Jim Avena, Deputy Mayor Priscilla von Roeschlaub, and Trustee Ken Kraft:**

**a.** **BOARD OF TRUSTEES – INC. VILLAGE OF MANORHAVEN  
RESOLUTION #51 – JULY 6, 2016**

**A RESOLUTION ESTABLISHING A SCHEDULE FOR THE REGULAR MONTHLY MEETINGS OF THE BOARD OF TRUSTEES FOR THE VILLAGE YEAR 2016-2017, SETTING THE DATE FOR THE 2017 VILLAGE ELECTION, AND SETTING THE DATE AND TIME FOR THE ORGANIZATIONAL MEETING OF THE VILLAGE FOR VILLAGE YEAR 2016 – 2017.**

**BE IT RESOLVED** that the schedule for the regular monthly meetings of the Board of Trustees for the Village Year 2016 - 2017 shall be as follows, with all such meetings to commence at 7:30 p.m. at Manorhaven Village Hall on 33 Manorhaven Blvd., Port Washington, New York:

July 28, 2016, August 25, 2016, September 22, 2016, October 27, 2016, November 17, 2016, December 15, 2016, January 26, 2017, February 16, 2017, March 23, 2017, April 27, 2017, May 18, 2017, June 22, 2017; and

**BE IT RESOLVED**, that the annual Village Election shall take place on Tuesday, June 20<sup>th</sup>, 2017 and that the Annual Reorganization meeting of the Village for the Village year 2016-2017 shall be conducted on Thursday, July 6<sup>th</sup>, 2017, commencing at 7:00 pm; and

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

Resolution approved by Trustee von Roeschlaub; seconded by Trustee Kraft; unanimously approved.

**b. BOARD OF TRUSTEES – INC. VILLAGE OF MANORHAVEN  
RESOLUTION #52 – JULY 6, 2016  
A RESOLUTION DESIGNATING THE 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.

Resolution approved by Trustee von Roeschlaub; seconded by Trustee Kraft; unanimously approved.

**c. BOARD OF TRUSTEES – INC. VILLAGE OF MANORHAVEN  
RESOLUTION #53– JULY 6, 2016  
A RESOLUTION DESIGNATING THE OFFICIAL  
VILLAGE BANKS AND SIGNATORIES**

**BE IT RESOLVED** that the Village of Manorhaven designates the Municipal Government Division of HSBC Bank and JP Morgan Chase as depositories, and requiring security for Village deposits as authorized by the law, and authorizing the Mayor or the Village Clerk-Treasurer to sign checks in the amount less than five thousand dollars;

**BE IT FURTHER RESOLVED** that the Village of Manorhaven authorizes the Mayor and Village Clerk-Treasurer to sign checks in the amount of five thousand or more with two signatures required.

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

Resolution approved by Trustee von Roeschlaub; seconded by Trustee Kraft; unanimously approved

**d. BOARD OF TRUSTEES – INC. VILLAGE OF MANORHAVEN  
RESOLUTION #54 – JULY 6,, 2016  
RESOLUTION FOR AUTHORIZATION TO RENEW SURETY BONDS**

**BE IT RESOLVED** the Village-Clerk Treasure and/or the Deputy Clerk are authorized to renew surety bonds covering Village Personnel which may be expiring;

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

Resolution approved by Trustee von Roeschlaub; seconded by Trustee Kraft; unanimously approved.

e. **BOARD OF TRUSTEES – INC. VILLAGE OF MANORHAVEN  
RESOLUTION # 55 – JULY 6, 2016  
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, Members and Alternate Members; Board of Zoning Appeals – Chair, 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; PERMA (Disability/Workman’s Compensation insurance); Pitney Bowes (postage meter); Postmaster – Port Washington (postage); Shell Gas Card – (gasoline purchases for Village vehicles); Standard Security Insurance Company (disability insurance); Verizon Village Traffic Court Attorneys and Spanish Interpreter (monthly stipend); and

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

Resolution approved by Trustee von Roeschlaub; seconded by Trustee Kraft; unanimously approved.

**THE FOLLOWING ITEMS** were carried forth from previous Resolutions of the Board of Trustees of the Village of Manorhaven:

**Registrar of Vital Statistics:** Wayne Wink, Clerk of the Town of North Hempstead continues to serve as Registrar for Vital Statistics for a term expiring at noon the first Monday of July 2017; and  
**Fire Contract:** Port Washington Fire Department continues to provide fire protection for Village residents within their coverage areas; and  
**Street Lighting:** The Village's street lighting is maintained by Anker Electric, special account. All special accounts in the Village are reaffirmed and carried forward to the previous resolution of the Board of Trustees.

The meeting was adjourned at 8:15 p.m.  
Respectively Submitted,

Sharon Natalie Abramski, CMC  
Village Clerk-Treasurer  
Dated: Manorhaven,  
July 6, 2016