

**VILLAGE OF MANORHAVEN
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
THURSDAY, JUNE 25, 2015 7:30 pm**

The meeting was called to order at 7:30 pm by Mayor Giovanna Giunta. The Pledge of Allegiance was led by Vicky Spielman. The Clerk called the roll and verified that there was a quorum. In attendance were:

**Giovanna Giunta, Mayor
Lucretia Steele, Deputy Mayor
Rita DiLucia, Trustee
Priscilla von Roeschlaub, Trustee
James E. Toner, Village Attorney
Leslie C. Gross, Village Clerk-Treasurer**

There were 32 +/- members of the public in attendance.

The Board and several residents watched a power point presentation by Owen Silver of Open.gov. This is a financial reporting system affording more transparency in financial reporting for The Board and the residents. Mayor Giunta asked that a resolution to consider the purchase of the Open.gov software be introduced at the reorganization meeting on July 8th. Mayor Giunta asked The Board and residents to take a moment to read the minutes from the May 28th meeting. The Mayor made a motion to accept the minutes. Trustee von Roeschlaub seconded the motion. The Board voted unanimously to accept the minutes as presented.

Next, the Clerk asked the Board to review the department reports. Mayor Giunta made a motion to accept the department reports, seconded by Deputy Mayor Steele. The Board voted unanimously to accept the reports. The Mayor then asked the Board to review the abstract of claims and the profit and loss reports. After all questions were answered, Mayor Giunta made a motion to accept the abstract of claims, with a second by Deputy Mayor Steele. The abstract of claims was approved unanimously.

The Resolutions were as follows:

BOARD OF TRUSTEES, INC. VILLAGE OF MANORHAVEN
RESOLUTION #38-2015 June 25, 2015

Mayor Giunta offered the following resolution and moved its adoption, seconded by Trustee Di Lucia, which resolution was declared adopted after a poll of the members of this Board:

A RESOLUTION TO ADOPT SUMMER HOURS FOR THE VILLAGE

WHEREAS, the Village of Manorhaven maintains office hours for the public on weekdays; and

WHEREAS, the Village intends to continue to offer the same number of hours of service to the public; and

WHEREAS, it is in keeping with that service model to offer one additional hour later service Monday through Thursday (four hours) until 5:00 pm; and

WHEREAS, the office staff will adjust the office hours to close the office at noon on Fridays on a trial basis for the month of July; and,

WHEREAS, The Board will re-evaluate these summer hours at the end of the month of July; and,

NOW, THEREFOR, BE IT RESOLVED, that the Board of Trustees hereby authorizes the Village to adopt a summer hours policy for the office staff for the month of July as so described; and

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

Dated: June 25, 2015
Manorhaven, New York

GIOVANNA GIUNTA, Mayor
Incorporated Village of Manorhaven

The Board was polled as follows:

Trustee Di Lucia	Aye
Trustee von Roeschlaub	Aye
Deputy Mayor Steele	Aye
Mayor Giunta	Aye

BOARD OF TRUSTEES, INC. VILLAGE OF MANORHAVEN
RESOLUTION #39 -2015 JUNE 25, 2015

Mayor Giunta offered the following resolution and moved its adoption, seconded by Trustee Di Lucia, which resolution was declared adopted after a poll of the members of this Board:

A RESOLUTION TO APPROVE THE PURCHASE OF AN ELECTRONIC CONTENT MANAGEMENT SYSTEM

WHEREAS, the Village of Manorhaven understands the need to access records in order to conduct business; and,

WHEREAS, technology represents one of the most significant investments a municipality can make to store and retrieve records; and,

WHEREAS, Laserfiche Avante is such a software program, known to increase productivity by automating manual, repetitive processes; and

WHEREAS, Laserfiche Avante is a program that converts paper documents into an electronic or digital format for records management; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees, having planned for the implementation of Laserfiche Avante as a records management tool has made budgetary appropriations for such in the approved 2015-16 budget; and

BE IT FURTHER RESOLVED that the Board of Trustees hereby authorizes the Mayor to enter into an agreement with General Code for the purchase of Laserfiche Avante; and

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

Dated: June 25, 2015
Manorhaven, New York

GIOVANNA GIUNTA, Mayor
Incorporated Village of Manorhaven

Trustee Di Lucia	AYE
Trustee von Roeschlaub	AYE
Deputy Mayor Steele	AYE
Mayor Giunta	AYE

BOARD OF TRUSTEES, INC. VILLAGE OF MANORHAVEN
RESOLUTION #40-2015 June 25, 2015

Trustee Di Lucia offered the following resolution and moved its adoption, seconded by Deputy Mayor Steele, which resolution was declared adopted after a poll of the members of this Board:

A RESOLUTION AUTHORIZING AMENDMENTS TO THE DEFINED BENEFIT FIRE SERVICE AWARD PROGRAM FOR THE PORT WASHINGTON FIRE DEPARTMENT AND CALLING FOR A REFERENDUM ON SEPTEMBER 22, 2015, AND DIRECTING PUBLICATION OF NOTICES IN CONNECTION THEREWITH.

WHEREAS, Article 11-A of the General Municipal Law was enacted to aid in the recruitment and retention of volunteer firefighters by permitting the establishment of a Service Award Program upon approval by the governing boards of the political subdivisions which contract with the volunteer fire department and by the eligible voters in the fire protection district after public referendum; and,

WHEREAS, at special elections heretofore held, qualified voters of Incorporated Village of Manorhaven (“Village”), pursuant to General Municipal Law §216, approved the establishment of a Defined Benefit Length of Service Award Program (the “LOSAP”) for volunteer firefighters (“Members”) of the Port Washington Fire Department (the “Fire Department”) as described in Section 219 of the General Municipal Law; and,

WHEREAS, the Village contracts with the Fire Department for the provision of services; and

WHEREAS, following a review of the LOSAP by the Equal Employment Opportunity Commission (the “EEOC”), the EEOC determined that a provision in the LOSAP related to entitlement age was discriminatory under the Age Discrimination in Employment Act of 1967; and,

WHEREAS, although the Village disagrees with the EEOC’s determination, in order to avoid the costs and uncertainty of litigation, the Village has concluded that an amendment to the LOSAP is in the best interests of the Village and its residents; and,

WHEREAS, the EEOC requires that retroactive benefits be paid to members of the Fire Department who were not awarded benefits as a result of the cap on entitlement age, but who otherwise would have been awarded such credit (the “Retroactive Payment”); and,

WHEREAS, in furtherance of a comprehensive settlement, the Fire Department has agreed to pay the Retroactive Payment; and,

WHEREAS, the Village Board of Trustees (“Board”) wishes to authorize amendments to the LOSAP for the benefit of members of the Fire Department, and to authorize a public referendum with respect thereto; and,

WHEREAS, the Board proposes to amend the LOSAP, effective January 1, 2016, to allow any eligible member of the Fire Department who reaches the age of sixty five (65) to earn credit toward the forty (40) year service maximum (the “Amendment”); and,

WHEREAS, pursuant to the applicable provisions of law, such amendment requires the approval of the governing bodies of the other political subdivisions which contract with the Fire Department for fire protection services, and approval from the qualified electors of the Village and such subdivisions at a referendum before such amendment may take effect; and,

WHEREAS, members of the Board, acting as the Board of Commissioners of the District, believe it to be in the best interest and safety of the Village residents to authorize adoption of the Amendment, and wish to approve the Amendment, subject to approval by qualified voters of the District pursuant to a mandatory referendum pursuant to General Municipal Law §216(3)(d).

NOW, THEREFORE, BE IT

RESOLVED, that this Board hereby approves the Amendment to the LOSAP as set forth herein for the Fire Department; and be it further

RESOLVED, that a referendum of the eligible voters in the Village shall be held at the Village Hall, 33 Manorhaven Blvd., Port Washington, New York on Tuesday, September 22, 2015 between the hours of 12:00 PM and 9:00 PM. The vote upon the proposition to be submitted to the qualified voters shall be by voting machine or ballot box and the Village Administrator is hereby authorized and directed to have the necessary equipment prepared for use; and be it further

RESOLVED, that the Mayor shall designate not less than two nor more than four qualified persons to serve as election inspectors and ballot clerks, each of whom shall be a qualified elector and shall serve with compensation of \$120.00 as approved by the Board, and shall notify the Village Administrator of such designation; and be it further

RESOLVED, that notice of said Referendum shall be given by causing a notice in substantially the form prescribed by the General Municipal Law to be published as required by law; and be it further

RESOLVED, that the Village shall pay for the costs of the election as it relates to the referendum held; and shall furnish the Inspectors of Election, at its own expense, with all the necessary registration books, papers, equipment and supplies.

NOTICE OF REFERENDUM FOR PORT WASHINGTON FIRE PROTECTION DISTRICT

NOTICE IS HEREBY GIVEN that a Referendum of the qualified voters in the Incorporated Village of Manorhaven in the service area of the Port Washington Fire Protection District, shall be held at the Village Hall, 33 Manorhaven Blvd, Port Washington, New York on September 22, 2015 between the hours of 12:00 P.M. and 9:00 P.M. for the purpose of voting upon the amendment of a previously established Service Award Program under Article 11A of the General Municipal Law.

The proposition shall be substantially in the following form:

PROPOSITION

SHALL the Length of Service Award Program for the Port Washington Fire Department be amended, effective January 1, 2016?

AMENDMENT OF THE DEFINED BENEFIT LENGTH OF SERVICE AWARD PROGRAM FOR THE PORT WASHINGTON FIRE DEPARTMENT WILL ALLOW ELIGIBLE PROGRAM PARTICIPANTS WHO CONTINUE IN ACTIVE SERVICE AFTER REACHING THE ENTITLEMENT AGE OF SIXTY FIVE (65) TO ACCRUE PROGRAM POINTS AND RECEIVE A PROGRAM CONTRIBUTION FOR A PERIOD NOT TO EXCEED FORTY (40) YEARS; SAID AMENDMENT SHALL INCREASE THE ESTIMATED ANNUAL COST BY APPROXIMATELY \$66,000 PER YEAR, AND THEREBY INCREASE THE ANNUAL PRO RATA SHARE PAID BY THE VILLAGE OF MANORHAVEN BY APPROXIMATELY \$6,860 FROM THE CURRENT APPROXIMATE COST OF \$48,762; SUCH TOTAL ANNUAL COST TO BE APPROXIMATELY \$__(tbd)___ PER ELIGIBLE PARTICIPANT; THE MONTHLY SERVICE AWARD PAYMENT WILL BE MAINTAINED AT \$20 FOR EACH YEAR OF CREDITED PORT WASHINGTON FIRE DEPARTMENT VOLUNTEER FIREFIGHTER SERVICE; AND

THE MAXIMUM MONTHLY AWARD PER ELIGIBLE PARTICIPANTS SHALL BE MAINTAINED AT \$800 PER MONTH. A PARTICIPANT MUST SERVE AT LEAST FIVE (5) YEARS WITH THE DEPARTMENT TO VEST.

RESOLVED, that the Village Clerk-Treasurer is authorized to take such other steps as may be reasonable and necessary to conduct the referendum; and be it further

RESOLVED that the Treasurer be and hereby is authorized and directed to pay the costs associated with holding the referendum.

BE IT FURTHER RESOLVED that this resolution will take effect immediately.

Dated: June 25, 2015
Manorhaven, New York

GIOVANNA GIUNTA, Mayor
Incorporated Village of Manorhaven

The Board was polled as follows:

Trustee Di Lucia	AYE
Trustee von Roeschlaub	AYE
Deputy Mayor Steele	AYE
Mayor Giunta	AYE

BOARD OF TRUSTEES, INC. VILLAGE OF MANORHAVEN
RESOLUTION #41-2015 June 25, 2015

Trustee Di Lucia offered the following resolution and moved its adoption, seconded by Deputy Mayor Steele, which resolution was declared adopted after a poll of the members of this Board:

**A RESOLUTION TO APPROVE THE
ANNUAL REVIEW OF MANORHAVEN PROCUREMENT POLICY**

WHEREAS, on August 23, 2012, the Village of Manorhaven adopted a procurement policy as to all goods and services that are not required to be publicly bid; and,

WHEREAS, Section 104-b of the General Municipal Law requires an annual review of said policy by the Board of Trustees; and,

WHEREAS, comments have been solicited from all officers of the Village involved in the procurement process;

NOW, THEREFORE, be it

RESOLVED, that the Board of Trustees of the Village of Manorhaven does hereby adopt the aforementioned procurement policy for one year.

Dated: Manorhaven, New York
June 25, 2015

GIOVANNA GIUNTA, Mayor
Incorporated Village of Manorhaven

Trustee Di Lucia	AYE
Trustee von Roeschlaub	AYE
Deputy Mayor Steele	AYE
Mayor Giunta	AYE

BOARD OF TRUSTEES – INC. VILLAGE OF MANORHAVEN
RESOLUTION #42-2015 June 25, 2015

Trustee Di Lucia offered the following resolution and moved its adoption, seconded by Deputy Mayor Steele, which resolution was declared adopted after a poll of the members of this Board:

A RESOLUTION FOR THE APPOINTMENT OF A SUMMER INTERN

WHEREAS, The Village of Manorhaven hires summer interns from time to time; and,

WHEREAS, the former Manorhaven Commissioner of Environmental Affairs who is also a professor at Hofstra has recommended a student to assist in the development of the Manorhaven Preserve;

NOW, THEREFORE, BE IT RESOLVED, that the Village and our residents will benefit from hiring Alec Ferrara, as a summer intern; and

BE IT FURTHER RESOLVED that Alec Ferrara will work approximately 19 ³/₄ hours per week for The Village; and

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

Dated: June 25, 2015
Manorhaven, New York

GIOVANNA GIUNTA, Mayor
Incorporated Village of Manorhaven

Trustee Di Lucia	AYE
Trustee von Roeschlaub	AYE
Deputy Mayor Steele	AYE
Mayor Giunta	AYE

A resolution to enter into an agreement with Open.gov was tabled to the organizational meeting on July 8th, 2015. All members of the public who wished to speak were given the opportunity.

Carmine DeMeo and Adrienne Altman addressed the Board asking that the speed limit in The Village be reduced. Their puppy was struck and killed on June 17th. The Mayor and Board agreed to reach out to the Nassau County Police Department to set up a meeting date to discuss traffic issues in The Village. Among the topics they wished the police to address were; speeding, drag racing, having more than one car on patrol, and assisting with the homeless situation in The Preserve.

The next Board meeting will be held on July 23rd at 7:30.

The meeting was closed at 8:53 pm.

Respectfully Submitted,

Leslie C. Gross
Village Clerk-Treasurer