

**Minutes – Organization Night  
April 6, 2009**

Minutes of the Organization Meeting of the Board of Trustees of the Incorporated Village of Mineola held Monday, April 6, 2009 at Village Hall, 155 Washington Avenue Mineola, New York 11501. The meeting commenced at 7:15 PM

**PRESENT:** Mayor Jack M. Martins  
Trustee Lawrence A. Werther  
Trustee Paul S. Cusato  
Trustee Thomas F. Kennedy  
Trustee Paul A. Pereira

**ALSO PRESENT:** Village Justice John P. O'Shea  
Acting Village Justice Richard M. O'Callaghan  
Village Attorney John Spellman  
Village Clerk Joseph R. Scalero  
Deputy Village Clerk Cora T. Kelly

**Press Observer:** Joe Rizza, *Mineola American*

Village Attorney, John Spellman, served as the Master of Ceremonies.

The evening began with Mineola Fire Department's Presentation of the Colors.

Former Trustee John S. DaVanzo led the Pledge of Allegiance.

Mineola High School A Capella Singers performed the National Anthem.

Father James C. Bowman Pastor of Corpus Christi Church gave the Invocation.

Master of Ceremonies, John Spellman welcomed everyone.

Mineola High School A Capella Singers performed second song *Salmo 150*.

Mayor Jack M. Martins was sworn in by Acting Village Justice Richard M. O'Callaghan.

Trustee Lawrence A. Werther was sworn in by Nassau County Legislator Richard J. Nicoletto.

Trustee Thomas F. Kennedy was sworn in by Nassau County Legislator Richard J. Nicoletto.

**Resolution No. 72-09**

Resolved to approve the appointments of the following Village Officials:

**2009 APPOINTMENTS**

|                                    |                    |
|------------------------------------|--------------------|
| VILLAGE CLERK                      | JOSEPH R. SCALERO  |
| DEPUTY VILLAGE CLERK               | CORA T. KELLY      |
| REGISTRAR                          | JOSEPH R. SCALERO  |
| DEPUTY REGISTRAR                   | CEU LOPES          |
| SUPERINTENDENT OF PUBLIC WORKS     | THOMAS J. RINI     |
| SUPERINTENDENT BUILDING DEPARTMENT | DANIEL B. WHALEN   |
| TREASURER                          | GIACOMO A. CICCONE |

|   |  |
|---|--|
| SUPERVISOR WATER DEPARTMENT   | FREDERICK BOOHER   |
| LIBRARY DIRECTOR  | CHARLES SLEEFE   |
| COURT CLERK OF THE JUSTICE COURT                                    | VALERIE PASSARELLA   |
| ACTIVITIES COORDINATOR  | MARTA DE SOUSA   |
| ASSISTANT ACTIVITIES COORDINATOR                                    | ANNA ATHEN   |
| VILLAGE ATTORNEY  | JOHN SPELLMAN  |
| ACTING VILLAGE JUSTICE  | RICHARD M. O'CALLAGHAN                                     |
| DEPUTY VILLAGE ATTORNEY/PROSECUTOR/                                 | JOHN P. GIBBONS, JR.                                       |
| COUNSEL ZONING AND APPEALS  |  |
| DEPUTY PROSECUTOR   | BENJAMIN TRUNCALE  |
| SPECIAL RETAINED COUNSEL  | SPELLMAN, RICE, SHURE, GIBBONS<br>MCDONOUGH & POLIZZI, LLP |
| COUNSEL TO THE LIBRARY BOARD  | RUSSELL BURCHERI   |
| COUNSEL TO THE ARCHITECTURAL PLANNING<br>AND REVIEW/ PLANNING BOARD | PETER BEE  |
| DEPUTY PROSECUTOR   | PETER TRENTACOSTE  |

POOL RECREATION BOARD

|               |                     |                   |
|---------------|---------------------|-------------------|
| JAY MONACO    | 167 ELDERBERRY ROAD | MINEOLA, NY 11501 |
| RICHARD MAHER | 147 WALKER ROAD     | MINEOLA, NY 11501 |

PLANNING BOARD / ARCHITECTURAL REVIEW BOARD

|                     |                      |                   |
|---------------------|----------------------|-------------------|
| NELSON INES         | 169 WARDWELL ROAD    | MINEOLA, NY 11501 |
| NICHOLAS PENNACCHIO | 241 COLUMBUS PARKWAY | MINEOLA, NY 11501 |

ZONING BOARD

|                  |                      |                   |
|------------------|----------------------|-------------------|
| RICHARD KOTOWSKI | 126 ELLSWORTH AVENUE | MINEOLA, NY 11501 |
|------------------|----------------------|-------------------|

ASSESSORS

|                 |                   |                         |
|-----------------|-------------------|-------------------------|
| RICHARD MAHER   | 147 WALKER ROAD   | MINEOLA, NY 11501       |
| EUGENE MARTONIK | 158 NUGENT STREET | NEW HYDE PARK, NY 11040 |
| PAUL WOTZAK     | 6 RAYMOND STREET  | GLEN COVE, NY 11542     |

Motioned by Trustee Paul A. Pereira  
Seconded by Trustee Lawrence A. Werther

**Vote:**

**Yes**

Trustee Lawrence A. Werther  
Trustee Paul S. Cusato  
Trustee Thomas F. Kennedy  
Trustee Paul A. Pereira  
Mayor Jack M. Martins

**No**

**Absent**

Acting Village Justice Richard M. O'Callaghan was sworn in by his daughter Jane.

## Resolution No. 73-09

Resolved to approve the listing of Public Meeting and Public Hearings.

### INCORPORATED VILLAGE OF MINEOLA BOARD OF TRUSTEES Dates of Meetings for 2009-2010

|              |           |          |                                |   |
|--------------|-----------|----------|--------------------------------|---|
| <b>2009:</b> | Monday    | April 6  | 7:00 pm                        | Organization Night                            |
|              | Wednesday | April 8  | 6:30 pm/7:30 pm                | Public Hearing/Work Session                   |
|              | Thursday  | April 15 | 6:30 pm                        | Work Session/Public Meeting or Public Hearing |
|              | Wednesday | May 6    | 6:30 pm/7:30 pm                | Work Session/Public Meeting                   |
|              | Wednesday | May 13   | 6:30 pm                        | Public Hearing/Work Session                   |
|              | Wednesday | May 20   | 6:30 pm/7:30 pm                | Work Session/Public Meeting or Public Hearing |
|              | Wednesday | June 3   | 6:30 pm/7:30 pm                | Work Session/Public Meeting                   |
|              | Wednesday | June 10  | 6:30 pm                        | Public Hearing/Work Session                   |
|              | Wednesday | June 17  | 6:30 pm/7:30 pm                | Work Session/Public Meeting or Public Hearing |
|              | Wednesday | July 8   | 6:30 pm/7:30 pm                | Work Session/Public Meeting                   |
|              | Wednesday | July 15  | 6:30 pm                        | Public Meeting or Public Hearing              |
|              | Wednesday | Aug. 5   | 6:30 pm/7:30 pm                | Work Session/Public Meeting                   |
|              | Wednesday | Aug. 12  | 6:30 pm                        | Public Meeting or Public Hearing              |
|              | Wednesday | Sept. 2  | 6:30 pm/7:30 pm                | Work Session/Public Meeting                   |
|              | Wednesday | Sept. 9  | 6:30 pm                        | Public Hearing/Work Session                   |
|              | Wednesday | Sept. 16 | 6:30 pm/7:30 pm                | Work Session/Public Meeting or Public Hearing |
|              | Wednesday | Oct. 7   | 6:30 pm/7:30 pm                | Work Session/Public Meeting                   |
|              | Wednesday | Oct. 14  | 6:30 pm/7:30 pm                | Work Session/Public Meeting or Public Hearing |
|              | Wednesday | Oct. 21  | 6:30 pm/7:30 pm                | Work Session/Public Meeting or Public Hearing |
|              | Wednesday | Nov. 4   | 6:30 pm/7:30 pm                | Work Session/Public Meeting                   |
|              | Wednesday | Nov. 11  | VETERANS DAY – VILLAGE HOLIDAY |   |
|              | Wednesday | Nov. 18  | 6:30 pm/7:30 pm                | Work Session/Public Meeting or Public Hearing |
|              | Wednesday | Dec. 2   | 6:30 pm/7:30 pm                | Work Session/Public Meeting                   |
|              | Wednesday | Dec. 9   | 6:30 pm                        | Public Hearing/Work Session                   |
|              | Wednesday | Dec. 16  | 6:30 pm/7:30 pm                | Work Session/Public Meeting or Public Hearing |
| <b>2010:</b> | Wednesday | Jan. 6   | 6:30 pm/7:30 pm                | Work Session/Public Meeting                   |
|              | Wednesday | Jan. 13  | 6:30 pm                        | Public Hearing/Work Session                   |
|              | Wednesday | Jan. 20  | 6:30 pm/7:30 pm                | Work Session/Public Meeting or Public Hearing |
|              | Wednesday | Feb. 3   | 6:30 pm/7:30 pm                | Work Session/Public Meeting                   |
|              | Wednesday | Feb. 10  | 6:30 pm                        | Public Hearing/Work Session                   |
|              | Wednesday | Feb. 17  | 6:30 pm/7:30 pm                | Work Session/Public Meeting or Public Hearing |
|              | Wednesday | Mar. 3   | 6:30 pm/7:30 pm                | Work Session/Public Meeting                   |
|              | Wednesday | Mar. 10  | 6:30 pm                        | Public Hearing/Work Session                   |
|              | Wednesday | Mar. 17  | 6:30 pm                        | Certify Election Results                      |
|              | Monday    | April 5  | 7:00 pm                        | Organization Night                            |

NOTE: Work Sessions of the Board of Trustees ordinarily commence at 6:30 pm and continue after Public Meetings and Hearings. Additional Public Hearing dates may be set by the Board of Trustees from time to time. All Work Sessions and other Special Meetings of the Board of Trustees are open to the public for observation in accordance with law unless a motion shall have been passed to go into Executive Session or a conference with counsel is requested. On evenings when Public Hearings are scheduled prior to a Public Meeting, the Public Meeting will begin at 7:30 pm or after the Hearing, whichever is later. All dates are subject to change.

Motioned by Trustee Paul S. Cusato  
Seconded by Trustee Thomas F. Kennedy

**Vote:**

| <u>Yes</u>                  | <u>No</u> | <u>Absent</u> |
|-----------------------------|-----------|---------------|
| Trustee Lawrence A. Werther |           |               |
| Trustee Paul S. Cusato      |           |               |
| Trustee Thomas F. Kennedy   |           |               |
| Trustee Paul A. Pereira     |           |               |
| Mayor Jack M. Martins       |           |               |

**Resolution No. 74-09**

Resolved to authorize the Village Officials listed below for undertakings in the amounts as follows:

|                   |             |
|-------------------|-------------|
| VILLAGE CLERK     | \$25,000.00 |
| VILLAGE TREASURER | \$25,000.00 |
| VILLAGE JUSTICE   | \$ 4,000.00 |

Such undertakings will be in the form of a Bond of a Surety Company authorized to transact business in the State of New York and the expense thereof shall be a charge upon the Village of Mineola.

Motioned by Trustee Lawrence A. Werther  
Seconded by Trustee Paul A. Pereira

**Vote:**

| <u>Yes</u>                  | <u>No</u> | <u>Absent</u> |
|-----------------------------|-----------|---------------|
| Trustee Lawrence A. Werther |           |               |
| Trustee Paul S. Cusato      |           |               |
| Trustee Thomas F. Kennedy   |           |               |
| Trustee Paul A. Pereira     |           |               |
| Mayor Jack M. Martins       |           |               |

**Resolution No. 75-09**

Resolved to approve under Section 82 of the Village Law designating the Village Clerk as COLLECTOR OF TAXES AND ASSESSMENT and for the Village Clerk to be authorized to collect taxes and assessments of the Village.

Motioned by Trustee Lawrence A. Werther  
Seconded by Trustee Thomas F. Kennedy

**Vote:**

| <u>Yes</u>                  | <u>No</u> | <u>Absent</u> |
|-----------------------------|-----------|---------------|
| Trustee Lawrence A. Werther |           |               |
| Trustee Paul S. Cusato      |           |               |
| Trustee Thomas F. Kennedy   |           |               |
| Trustee Paul A. Pereira     |           |               |
| Mayor Jack M. Martins       |           |               |

**Resolution No. 76-09**

Resolved to approve under Section 126A of the Village Law authorizing the Village Clerk and Collector of Taxes be credited unpaid and uncollected taxes, if any, for the year 2009/2010.

Motioned by Trustee Paul S. Cusato  
Seconded by Trustee Paul A. Pereira

**Vote:**

**Yes**

**No**

**Absent**

Trustee Lawrence A. Werther  
Trustee Paul S. Cusato  
Trustee Thomas F. Kennedy  
Trustee Paul A. Pereira  
Mayor Jack M. Martins

**Resolution No. 77-09**

Resolved to approve the Mayor be authorized and directed to affix his signature as MAYOR of the Incorporated Village of Mineola upon all checks drawn upon the Village funds, in addition to the signature of the Treasurer for the official year 2009/2010.

Motioned by Trustee Paul S. Cusato  
Seconded by Trustee Lawrence A. Werther

**Vote:**

**Yes**

**No**

**Absent**

Trustee Lawrence A. Werther  
Trustee Paul S. Cusato  
Trustee Thomas F. Kennedy  
Trustee Paul A. Pereira  
Mayor Jack M. Martins

**Resolution No. 78-09**

Resolved to approve that in the absence or incapacitation of the Mayor, the Deputy Mayor be authorized to sign all checks in the place and stead of the Mayor, in addition to the signature of the Treasurer for the official year 2009/2010.

Motioned by Trustee Thomas F. Kennedy  
Seconded by Trustee Paul A. Pereira

**Vote:**

**Yes**

**No**

**Absent**

Trustee Lawrence A. Werther  
Trustee Paul S. Cusato  
Trustee Thomas F. Kennedy  
Trustee Paul A. Pereira  
Mayor Jack M. Martins

**Resolution No. 79-09**

Resolved to approve the Treasurer as custodian of the Length of Service Award Program and the following persons as officers of the Length of Service Award Program:

Jack M. Martins, Mayor  
Lawrence A. Werther, Trustee  
Paul S. Cusato, Trustee  
Thomas F. Kennedy, Trustee  
Paul A. Pereira, Trustee

Motioned by Trustee Lawrence A. Werther  
Seconded by Trustee Paul A. Pereira

**Vote:**

**Yes**

**No**

**Absent**

Trustee Lawrence A. Werther  
Trustee Paul S. Cusato  
Trustee Thomas F. Kennedy  
Trustee Paul A. Pereira  
Mayor Jack M. Martins

**Resolution No. 80-09**

Resolved to approve the following banks to be designated as DEPOSITORIES for deposits of all monies received by the Treasurer of the Village of Mineola:

|                           |                                  |
|---------------------------|----------------------------------|
| CAPITAL ONE BANK          | Mineola Branch                   |
| FLUSHING COMMERCIAL BANK  | Garden City Branch               |
| HSBC                      | Mineola Branch                   |
| M & T BANK                | Garden City Branch               |
| MILLENNIUM BCP BANK       | Mineola Branch                   |
| SIGNATURE BANK            | Garden City Branch               |
| STATE BANK OF LONG ISLAND | Mineola & New Hyde Park Branches |
| TD BANK                   | Mineola & Garden City Branches   |

Motioned by Trustee Paul S. Cusato  
Seconded by Trustee Thomas F. Kennedy

**Vote:**

|                           |                  |                      |
|---------------------------|------------------|----------------------|
| <u><b>Yes</b></u>         | <u><b>No</b></u> | <u><b>Absent</b></u> |
| Trustee Paul S. Cusato    |                  | Lawrence A. Werther  |
| Trustee Thomas F. Kennedy |                  |                      |
| Trustee Paul A. Pereira   |                  |                      |
| Mayor Jack M. Martins     |                  |                      |

**Resolution No. 81-09**

Resolved to approve the *Mineola American* as the Official Village Newspaper.

Motioned by Trustee Paul A. Pereira  
Seconded by Trustee Lawrence A. Werther

**Vote:**

|                             |                  |                      |
|-----------------------------|------------------|----------------------|
| <u><b>Yes</b></u>           | <u><b>No</b></u> | <u><b>Absent</b></u> |
| Trustee Lawrence A. Werther |                  |                      |
| Trustee Paul S. Cusato      |                  |                      |
| Trustee Thomas F. Kennedy   |                  |                      |
| Trustee Paul A. Pereira     |                  |                      |
| Mayor Jack M. Martins       |                  |                      |

**Resolution No. 82-09**

Resolved to adopt the following policies for the Village of Mineola:

|                                   |                                 |
|-----------------------------------|---------------------------------|
| Computer Policy                   | Fraud Policy                    |
| Cellular Phone Policy             | Investment Policy               |
| Drug and Alcohol Testing Policy   | Purchasing & Procurement Policy |
| Equal Employment Policy Statement | Vehicle Use Policy              |
| Fixed Asset Policy                | Workplace Violence Policy       |

Motioned by Trustee Paul S. Cusato  
Seconded by Trustee Lawrence A. Werther

**Vote:**

|                             |                  |                      |
|-----------------------------|------------------|----------------------|
| <u><b>Yes</b></u>           | <u><b>No</b></u> | <u><b>Absent</b></u> |
| Trustee Lawrence A. Werther |                  |                      |
| Trustee Paul S. Cusato      |                  |                      |
| Trustee Thomas F. Kennedy   |                  |                      |
| Trustee Paul A. Pereira     |                  |                      |
| Mayor Jack M. Martins       |                  |                      |

Father James Williams Chaminade High School gave the Benediction.

The meeting concluded at 8:20 PM.

Respectfully submitted,

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Joseph R. Scalero  
Village Clerk