

**Minutes - Board Meeting 02/03/2016**

Minutes of the meeting of the Board of Trustees of the Incorporated Village of Mineola held Wednesday, February 3, 2016 at Village Hall, 155 Washington Avenue, Mineola, New York 11501.

**PRESENT:** Mayor Scott P. Strauss  
Trustee Paul S. Cusato  
Trustee Paul A. Pereira  
Trustee George R. Durham  
Trustee Dennis J. Walsh

**ALSO PRESENT:** Village Attorney John P. Gibbons, Jr.  
Village Clerk Joseph R. Scalero  
Village Treasurer Giacomo Ciccone  
Superintendent of Public Works Thomas J. Rini  
Superintendent of Buildings Daniel B. Whalen

**Press Observer:** *Mineola American*  
*Newsday*

**Sunshine Observers:** 13 Observers

**Mayor Scott P. Strauss called the Work Session to order at 6:30 PM.**

**Resolution No. 27-16**

Resolved to approve bills and payroll.

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

**Vote:**

<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Mayor Scott P. Strauss		
Trustee Paul S. Cusato		
Trustee Paul A. Pereira		
Trustee George R. Durham		
Trustee Dennis J. Walsh		

**Resolution No. 28-16**

Resolved to create a commercial facade improvement assistance program to assist commercial building owners and tenants within designated areas in the Village;

Finding it in the best interest of the Village, consistent with its Master Plan, Downtown Revitalization Recommendations and as recommended by the Village’s Community Development Coordinator, Tom Savino of Vision Accomplished, the Village Board resolves to begin a Facade Improvement Assistance Program (Facade Assistance) funded through Community Development Block Grants (CDBG) Commercial Rehabilitation lines and other grant funds that may become applicable in the future;

Funding will continue each CDBG budget year until the Board of Trustees duly resolves to end the Facade Assistance Program, provided that any funds that have been

awarded shall be retained in the Facade Assistance Program to be disbursed upon completion and approval of the project;

To begin the program, the Board authorizes Vision Accomplished to engage a sub contractor to create the necessary building attribute's database for commercial buildings as assigned. The database will include items like current photos, store front measurements, sign band location and other data needed for grant allocation and protocol. Vision Accomplished will charge the Village for these services independent of its contract terms and such charges will be covered by CDBG funds;

The Board authorizes Vision Accomplished to issue Requests for Proposals (RFPs), for review by the person or persons designated by the Mayor to the following professionals:

- Qualified urban architectural design professionals for reviewing the “vision” and history of Mineola Village downtown areas, in consultation with persons designated by the Mayor to recommend and illustrate exterior facade improvements to be accomplished to create a more inviting, aesthetically pleasing and harmonious downtown appearance; and,
- Qualified commercial facade sign makers with experience, knowledge and the ability to design, craft and install decorative commercial building signs that meet the guidelines and specifications of the Village, qualified to work in Nassau County and meet the requirements of federal HUD regulations, as any may apply; and,
- Experienced commercial building electricians with know-how and ability to supply and install commercial sign and wall light fixtures as may be ordered, meet the guidelines and specifications of the Village, qualified to work in Nassau County and meet the requirements of federal HUD regulations, as any may apply; and,
- Experienced awning supply and installation companies with know-how and ability to supply and install commercial awnings that meet the guidelines and specifications of the Village, qualified to work in Nassau County and meet the requirements of federal HUD regulations, as any may apply; and,
- Experienced exterior facade improvement contractors with the know-how and ability to install or improve commercial building wall surfaces (e.g., stucco, brick pointing, etching), store front windows, doors, paint, etc. It is anticipated that these services will be required on a limited basis and either recommended to commercial building owners for private payments or included where necessary and approved as part of the Facade Improvement Assistance Program and, in those instances with application and adherence to Davis Bacon regulations;

All procurement will seek to reach out and include opportunities for qualified women and minority owned business enterprises, particularly Long Island based and Nassau County approved firms. It is the intent of the Village to engage one professional in each category under a two-year requirement's contract, renewable for one-year intervals, twice, to supply and install items and materials as specifically ordered and scheduled. Qualifications will include satisfaction of all applicable Village, Nassau County, and HUD regulations including adequate certificates of insurance naming the Village of Mineola and Nassau County as additional insured.

The following guidelines will apply to the Facade Assistance Program:

- 1) The Village will offer selected commercial building owners the opportunity to participate in the Facade Improvement Assistance Program and receive an award equal to the cost of 75% of items, materials and installation, as approved and contracted. Owners will contribute a minimum of 25% of the final cost;
- 2) The Village's Facade Improvement Assistance Program contribution (75% portion) will have maximums of \$15,000 for signs, lights, awnings, and related accessories (i.e., all non Davis-Bacon contract work) and up to \$30,000 for projects that also include painting or structural work done by a contractor and applying Davis-Bacon;
- 3) The Village, in working with the Community Development Coordinator will seek to set priorities, rank and score eligible commercial buildings within designated downtown zones, as it determined and approved by the Mayor as objectively as possible. Such score will be used to determine allocation of funding award able to each eligible building;
- 4) Non-eligible participants include any building, owner, or tenant with an unsatisfied violation of a Village or Nassau County code, law, or ordinance. If they are currently adjudicating such violation without final decision, the prohibition for participation is not applicable. The Village will retain the right to stop any project if such violation is not satisfied when required;
- 5) Proper advance announcement will be sent to eligible buildings. Such notification will be as approved by the Mayor;
- 6) Vision Accomplished will administer the Facade Improvement Assistance Program and communicate in follow up with all building applicable owners and tenants to encourage and facilitate participation as needed;
- 7) All participants will enter into a written agreement with the Village in order to confirm all terms of work, including estimate project cost, payments and payment schedule.
- 8) The Village will specifically declare that it accepts no responsibility, warranty or guarantee for the materials, installation, performance or quality of any work;
- 9) Vision Accomplished will oversee and monitor the CDBG budget and determine expense allocations to carefully track, schedule and coordinate expenditures during the CDBG fiscal year (Sept - Aug);
- 10) Administration of the program will be in conformance with policies and procedures of the Village of Mineola currently in place and hereinafter enacted. The Village reserves the right to amend, modify, and/or waive any Village requirements it deems necessary in order to meet the goals of the Program; the requirements of Nassau county; and/or the federal HUD regulations;
- 11) The Village reserves the right to suspend, modify and/or terminate the Façade Improvement Assistance Program at any time and for any reason.

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

**Vote:**

**Yes**

Mayor Scott P. Strauss  
 Trustee Paul S. Cusato  
 Trustee Paul A. Pereira

**No**

**Abstain**

Trustee George R. Durham  
Trustee Dennis J. Walsh

**Resolution No. 29-16**

Resolved to approve a request by Birchwood Court Owners, Inc. for the use of the Village Hall Community Center auditorium May 10, 2016 from 7:00 pm – 9:00 pm for the purpose of conducting its annual shareholders meeting.

Motioned by Trustee Dennis J. Walsh  
Seconded by Trustee Paul A. Pereira

**Vote:**

**Yes**

**No**

**Abstain**

Mayor Scott P. Strauss  
Trustee Paul S. Cusato  
Trustee Paul A. Pereira  
Trustee George R. Durham  
Trustee Dennis J. Walsh

**Resolution No. 30-16**

Resolved to authorize the Village Clerk to attend the New York Conference of Mayors Winter Legislative Meeting February 7-9 2016 in Albany, NY.

Motioned by Trustee Dennis J. Walsh  
Seconded by Trustee Paul A. Pereira

**Vote:**

**Yes**

**No**

**Abstain**

Mayor Scott P. Strauss  
Trustee Paul S. Cusato  
Trustee Paul A. Pereira  
Trustee George R. Durham  
Trustee Dennis J. Walsh

**Resolution No. 31-16**

Resolved to approve election inspectors and poll workers for the annual Village Election Tuesday March 15, 2016:

Michael Coniglio; 108 Westbury Avenue; Mineola, NY 11501  
Richard Ayers; 325 Wilson Blvd; Mineola, NY 11501  
Bob Small; 317 Foch Blvd; Mineola, NY 11501  
Josephine Hardy; 317 Foch Blvd; Mineola, NY 11501  
Madeline Piloto; 156 White Road; Mineola, NY 11501  
Missy Bergerman; 133 Lincoln Avenue, Apt E; Mineola, NY 11501  
Gary Nelson; 470 Herricks Road; Mineola, NY 11501  
Brenda Kennedy; 109 Ellsworth Ave; Mineola, NY 11501  
Shirley Florio; 190 Roselle St; Mineola, NY 11501  
Margaret Stith; 101 Dikeman Street; Hempstead, NY 11550  
Katherine Brown; 71 Charles St Apt 2B; Mineola, NY 11501  
Christine A Ambrose; 345 1st Street Mineola, NY 11501  
Adalisa Buitrago; 481 Emory Rd Mineola, NY 11501  
Gail E Caputo; 150 Linden Rd Mineola, NY 11501  
Diane M Colabello; 241 Frank Ave Mineola, NY 11501  
Nora Coniglio; 108 Westbury Ave Mineola, NY 11501  
Deborah A Damato; 205 Mineola Blvd, Apt 3E Mineola, NY 11501  
Marta DeSousa; 254 Royal Ave Mineola, NY 11501

Vincent DeStefano; 213 Columbus Pkwy Mineola, NY 11501  
 Anthony Donnelly; 406 Marcellus Rd Mineola, NY 11501  
 Amy P Fischer; 100 Lincoln Ave, Apt 9D Mineola, NY 11501  
 Gladys Gaines; 43 Dow Ave Mineola, NY 11501  
 Nancy Gaines; 264 Raff Ave Mineola, NY 11501  
 Maureen C Healy; 59 Shortridge Dr Mineola, NY 11501  
 Diane J Hess; 28 Holly Ave Mineola, NY 11501  
 Frank J Iaquinto; 31 Dow Ave Mineola, NY 11501  
 Mary Iaquinto; 31 Dow Ave Mineola, NY 11501  
 Marian C Kessler; 162 Jerome Ave Mineola, NY 11501  
 Flore Rowe; 305 Pennsylvania Ave Mineola, NY 11501  
 Russell C Sutherland; 3 Birchwood Ct, Apt 2H Mineola, NY 11501  
 Michael J Vezzi; 100 Clinton Ave, Apt 2M Mineola, NY 11501  
 Annette Isabel Voll; 11 Holly Ave Mineola, NY 11501  
 Kathleen C Witt; 4 Birchwood Ct, Apt 4B Mineola, NY 11501  
 Peggie J Wood; 59 Rosell St, Apt 2G Mineola, NY 11501  
 Alternates:  
 Roswitha Graser; 244 Horton Hwy; Mineola, NY 11501  
 Michael J. Cameron; 3 Vanderbilt Dr #B5; Mineola, NY 11501  
 Maria Camila Santoli; 347 White Road; Mineola, NY 11501  
 Leon Belgrave; 6640 Amsterdam Avenue; Uniondale, NY 11553  
 Jacqueline A Marley; 118 Westbury Ave Mineola, NY 11501  
 Josephine A Noto; 100 Jefferson Ave Mineola, NY 11501  
 Virginia L Reginio; 340 White Rd Mineola, NY 11501  
 Thomas Mahoney; 240 Westbury Ave Mineola, NY 11501

Motioned by Trustee George R. Durham  
 Seconded by Trustee Dennis J. Walsh

**Vote:**

<b><u>Yes</u></b>	<b><u>No</u></b>	<b><u>Abstain</u></b>
Mayor Scott P. Strauss		
Trustee Paul S. Cusato		
Trustee Paul A. Pereira		
Trustee George R. Durham		
Trustee Dennis J. Walsh		

**Resolution No. 32-16**

Resolved to approve the following payments in the amount of \$6,821.06 from the Development Incentive Bonus Funds in FY 2015-2016:

VENDOR	AMOUNT	PROJECT
Dvirka & Bartilucci	\$ 746.81	Memorial Park Project
Dvirka & Bartilucci	\$ 4,560.25	Hydraulic Modeling
		Distribution System
Hendrickson Fire	\$ 1,514.00	FD 75’ Aerial Bucket
Rescue Equipment		Truck
TOTAL	\$ 6,821.06	

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

**Vote:**

<b><u>Yes</u></b>	<b><u>No</u></b>	<b><u>Abstain</u></b>
Mayor Scott P. Strauss		
Trustee Paul S. Cusato		
Trustee Paul A. Pereira		
Trustee George R. Durham		
Trustee Dennis J. Walsh		

**Resolution No. 33-16**

Resolved to award the contract for the 2016 Roof Rehabilitation at Village DPW Central Garage and Elm Place Firehouse to the lowest responsible bidder:

Low Bidder:	Long Island Roofing
Bid Price:	\$ 92,900.00
Engineers:	D & B Engineers & Architects, P.C.
Funding Source:	2015/2016 General Fund Budget and/or General Fund Unreserved Fund Balance

Motioned by Trustee Paul S. Cusato  
Seconded by Trustee Dennis J. Walsh

**Vote:**

**Yes**

**No**

**Abstain**

Mayor Scott P. Strauss  
Trustee Paul S. Cusato  
Trustee Paul A. Pereira  
Trustee George R. Durham  
Trustee Dennis J. Walsh

**Resolution No. 34-16**

Resolved to authorize the Superintendent of Public Works to attend the New York State American Water Works Association Conference in Saratoga Springs, New York, April 11 – April 15, 2016.

Motioned by Trustee Paul A. Pereira  
Seconded by Trustee George R. Durham

**Vote:**

**Yes**

**No**

**Abstain**

Mayor Scott P. Strauss  
Trustee Paul S. Cusato  
Trustee Paul A. Pereira  
Trustee George R. Durham  
Trustee Dennis J. Walsh

**Resolution No. 35-16**

Resolved to designate July Auto Wrecking, Inc. as the Village's authorized Tow Car Agent for abandoned vehicles, and waive the fees for tow car and operator registration.

Motioned by Trustee George R. Durham  
Seconded by Trustee Paul S. Cusato

**Vote:**

**Yes**

**No**

**Abstain**

Mayor Scott P. Strauss  
Trustee Paul S. Cusato  
Trustee Paul A. Pereira  
Trustee George R. Durham  
Trustee Dennis J. Walsh

*Superintendent of Public Works Thomas J. Rini reported on the response to the recent blizzard.*

*Superintendent of Buildings Daniel B. Whalen presented a monthly report of Department activities*

*for the month of January 2016.*

**Mayor Scott P. Strauss requested a motion to close the Work Session at 7:00 PM.**

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

**Vote:**

<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Mayor Scott P. Strauss		
Trustee Paul S. Cusato		
Trustee Paul A. Pereira		
Trustee George R. Durham		
Trustee Dennis J. Walsh		