

Minutes – Organization Night
April 3, 2023

Minutes of the Organization Meeting of the Board of Trustees of the Incorporated Village of Mineola held Monday, April 3, 2023 at Village Hall, 155 Washington Avenue Mineola, New York 11501. The meeting commenced at 6:30 PM

PRESENT: Mayor Paul A. Pereira
Trustee Paul S. Cusato
Trustee Janine Sartori
Trustee Jeffrey M. Clark
Trustee Donna M. Solosky

ALSO PRESENT: Village Attorney John P. Gibbons, Jr.
Village Clerk Bryan L. Rivera
Deputy Village Clerk Linda Pardo
Village Treasurer Giacomo A. Ciccone
Superintendent of Public Works Thomas J. Rini
Superintendent of Buildings Liam P. O’Keefe

Press Observer: None

Sunshine Observers: 11 Observers

Mayor Paul A. Pereira called the Organizational Meeting to order at 6:30 PM.

Mayor Paul A. Pereira administered the Oath of Office to Trustee Donna M. Solosky.

Resolution No. 074-23

Resolved to confirm the Mayor’s appointments of Village Officials.

2023 APPOINTMENTS

| | |
|--|--------------------|
| VILLAGE CLERK | BRYAN L. RIVERA |
| DEPUTY VILLAGE CLERK | LINDA PARDO |
| SUPERINTENDENT OF PUBLIC WORKS | THOMAS J. RINI |
| DEPUTY SUPERINTENDENT OF PUBLIC WORKS | LEONARD M. PALUMBO |
| SUPERVISOR OF WATER PLANT OPERATIONS | JAMES MARTIN |
| SUPERINTENDENT OF THE BUILDING DEPARTMENT | LIAM P. O’KEEFE |
| TREASURER | GIACOMO A. CICCONE |
| DEPUTY TREASURER | EGIDIO J. BELL |
| VILLAGE AUDITOR | KRISTIANA SALERNO |
| SECRETARY TO THE PLANNING BOARD | DONNA THOMPSON |

| | |
|--|---|
| ACTIVITIES COORDINATOR | MARTA DE SOUSA |
| ASSISTANT ACTIVITIES COORDINATOR | ANNA ATHAN |
| LIBRARY DIRECTOR | CHARLES SLEEFE |
| DEPUTY PARKING SUPERVISOR | DANIEL RAMALHETE |
| COURT CLERK OF THE JUSTICE COURT | ELIZABETH BERNARDES |
| ASSOCIATE VILLAGE JUSTICE | STEVEN BARNWELL |
| SECRETARY TO THE BOARD OF TRUSTEES | DAISY SURACE |
| SECRETARY TO THE FIRE DEPARTMENT | DENIS McCANN |
| VILLAGE ATTORNEY | JOHN P. GIBBONS, JR. |
| DEPUTY VILLAGE ATTORNEY | BENJAMIN J. TRUNCALE, JR. |
| DEPUTY VILLAGE ATTORNEY | PETER S. TRENTACOSTE |
| VILLAGE PROSECUTOR | PETER S. TRENTACOSTE |
| DEPUTY PROSECUTOR | BENJAMIN J. TRUNCALE, JR. |
| SPECIAL RETAINED COUNSEL | SPELLMAN GIBBONS POLIZZI TRUNCALE & TRENTACOSTE, LLP |
| COUNSEL TO THE LIBRARY BOARD | BENJAMIN J. TRUNCALE, JR. |
| COUNSEL TO THE ZONING BOARD OF APPEALS | BENJAMIN J. TRUNCALE, JR. |
| COUNSEL TO THE PLANNING BOARD/ ARCHITECTURAL REVIEW BOARD | BENJAMIN J. TRUNCALE, JR. |
| VILLAGE ENGINEER | D&B ENGINEERS AND ARCHITECTS |
| ELECTRICAL INSPECTOR | ELECTRICAL INSPECTORS, INC. |
| FINANCIAL ADVISOR | CAPITAL MARKETS ADVISORS, LLC |
| BOND COUNSEL | HAWKINS DELAFIELD AND WOOD, LLP |
| INDEPENDENT AUDITORS | RYNKAR VAIL & BARRETT, LLP |

POOL RECREATION BOARD

KRISTIN GRISWOLD 453 ARGYLE ROAD MINEOLA, NY 11501

PLANNING BOARD/ARCHITECTURAL REVIEW BOARD

LINDA RAMOS 107 WOODNUT PLACE MINEOLA, NY 11501

JOHN CURRY 225 PERSHING PARKWAY MINEOLA, NY 11501

ED VOYER 425 LATHAM ROAD MINEOLA, NY 11501

PLANNING BOARD/ARCHITECTURAL REVIEW BOARD CHAIRMAN

NICHOLAS PENNACCHIO 241 COLUMBUS PARKWAY MINEOLA, NY 11501

PLANNING BOARD/ARCHITECTURAL REVIEW BOARD ALTERNATE

JOSEPH ROWAN 140 SIMONSON ROAD MINEOLA, NY 11501

BOARD OF ETHICS

| | | |
|-----------------------|-----------------------|-------------------|
| BERNADETTE PIZZARDI | 12 SHORTRIDGE DRIVE | MINEOLA, NY 11501 |
| ELIZABETH BERNARDES | 317 MINEOLA BOULEVARD | MINEOLA, NY 11501 |
| RUSSELL SUTHERLAND | 3 BIRCHWOOD COURT | MINEOLA, NY 11501 |
| LISA DALFONSO-VALENTE | 366 MINEOLA BOULEVARD | MINEOLA, NY 11501 |
| JOANN ZAHN | 435 EMORY ROAD | MINEOLA, NY 11501 |

ZONING BOARD

| | | |
|-----------|------------------|-------------------|
| TARA RYAN | 180 ANDREWS ROAD | MINEOLA, NY 11501 |
|-----------|------------------|-------------------|

ZONING BOARD CHAIRMAN

| | | |
|--------------|--------------------------|-------------------|
| JAMES SHERRY | 1 3 RD AVENUE | MINEOLA, NY 11501 |
|--------------|--------------------------|-------------------|

ZONING BOARD ALTERNATE

| | | |
|----------------|----------------|-------------------|
| RAYMOND POWERS | 356 WHITE ROAD | MINEOLA, NY 11501 |
|----------------|----------------|-------------------|

ASSESSORS

| | | |
|-----------------|-------------------|-----------------------|
| RICHARD MAHER | 143 WALKER ROAD | MINEOLA, NY 11501 |
| EUGENE MARTONIK | 158 NUGENT STREET | NEW HYDE PK, NY 11040 |
| PAUL WOTZAK | 6 RAYMOND STREET | GLEN COVE, NY 11542 |

ASSESSMENT REVIEW BOARD

| | | |
|-------------|----------------|-------------------|
| FRANK HOARE | 374 BEEBE ROAD | MINEOLA, NY 11501 |
|-------------|----------------|-------------------|

Motioned by Trustee Paul S. Cusato

Seconded by Trustee Janine Sartori

Vote:

| | | |
|--------------------------|------------------|-----------------------|
| <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
| Mayor Paul A. Pereira | | |
| Trustee Paul S. Cusato | | |
| Trustee Janine Sartori | | |
| Trustee Jeffrey M. Clark | | |
| Trustee Donna M. Solosky | | |

Resolution No. 075-23

Resolved to appoint Trustee Janine Sartori as Deputy Mayor.

Motioned by Trustee Donna M. Solosky

Seconded by Trustee Jeffrey M. Clark

Vote:

| | | |
|--------------------------|------------------|-----------------------|
| <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
| Mayor Paul A. Pereira | | |
| Trustee Paul S. Cusato | | |
| Trustee Janine Sartori | | |
| Trustee Jeffrey M. Clark | | |
| Trustee Donna M. Solosky | | |

Resolution No. 076-23

Resolved to approve the list of public meetings and public hearings.

INCORPORATED VILLAGE OF MINEOLA
BOARD OF TRUSTEES
Dates of Meetings for
2023-2024

| | | | | |
|--------------|-----------|----------|-----------------|--|
| 2023: | Wednesday | April 5 | 6:30 pm/7:00 pm | Public Hearing/Work Session/Public Meeting |
| | Wednesday | April 19 | 6:30 pm/7:00 pm | Work Session/Public Meeting or Public Hearing |
| | Wednesday | May 3 | 6:30 pm/7:00 pm | Work Session/Public Meeting |
| | Wednesday | May 10 | 6:30 pm | Public Hearing/Work Session |
| | Wednesday | May 17 | 6:30 pm/7:00 pm | Work Session/Public Meeting or Public Hearing |
| | Wednesday | June 7 | 6:30 pm/7:00 pm | Work Session/Public Meeting |
| | Wednesday | June 14 | 6:30 pm | Public Hearing/Work Session |
| | Wednesday | June 21 | 6:30 pm/7:00 pm | Work Session/Public Meeting or Public Hearing |
| | Wednesday | July 5 | 6:30 pm/7:00 pm | Work Session/Public Meeting |
| | Wednesday | July 12 | 6:30 pm | Public Hearing/Work Session |
| | Wednesday | Aug. 2 | 6:30 pm/7:00 pm | Work Session/Public Meeting |
| | Wednesday | Sept. 6 | 6:30 pm/7:00 pm | Work Session/Public Meeting |
| | Wednesday | Sept. 13 | 6:30 pm | Public Hearing/Work Session |
| | Wednesday | Sept. 27 | 6:30 pm/7:00 pm | Work Session/Public Meeting or Public Hearing |
| | Wednesday | Oct. 4 | 6:30 pm/7:00 pm | Work Session/Public Meeting |
| | Wednesday | Oct. 11 | 6:30 pm | Public Hearing/Work Session |
| | Wednesday | Oct. 18 | 6:30 pm/7:00 pm | Work Session/Public Meeting or Public Hearing |
| | Wednesday | Nov. 1 | 6:30 pm/7:00 pm | Work Session/Public Meeting |
| | Wednesday | Nov. 8 | 6:30 pm | Public Hearing/Work Session |
| | Wednesday | Nov. 15 | 6:30 pm/7:00 pm | Work Session/Public Meeting or Public Hearing |
| | Wednesday | Dec. 6 | 6:30 pm/7:00 pm | Work Session/Public Meeting |
| | Wednesday | Dec. 13 | 6:30 pm | Public Hearing/Work Session |
| | Wednesday | Dec. 20 | 6:30 pm/7:00 pm | Work Session/Public Meeting or Public Hearing |
| 2024: | Wednesday | Jan. 3 | 6:30 pm/7:00 pm | Work Session/Public Meeting |
| | Wednesday | Jan. 10 | 6:30 pm | Public Hearing/Work Session |
| | Wednesday | Jan. 17 | 6:30 pm/7:00 pm | Work Session/Public Meeting or Public Hearing |
| | Wednesday | Feb. 7 | 6:30 pm/7:00 pm | Work Session/Public Meeting |
| | Wednesday | Feb. 21 | 6:30 pm/7:00 pm | Work Session/Public Meeting or Public Hearing |
| | Wednesday | Mar. 6 | 6:30 pm/7:00 pm | Work Session/Public Meeting |
| | Wednesday | Mar. 13 | 6:30 pm | Public Hearing/Work Session |
| | Wednesday | Mar. 20 | 6:30 pm | Work Session/Public Meeting/Certify Election Results |
| | Monday | April 1 | 7:00 pm | Organizational Meeting |

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 7:00 pm or after the Hearing, whichever is later. All dates are subject to change.

Motioned by Trustee Paul S. Cusato
Seconded by Trustee Donna M. Solosky

Vote:

Yes

No

Abstain

Mayor Paul A. Pereira
Trustee Paul S. Cusato
Trustee Janine Sartori
Trustee Jeffrey M. Clark
Trustee Donna M. Solosky

Resolution No. 077-23

Resolved to authorize the Village Officials for undertakings included under a blanket limit of Employee Theft for a total of \$700,000 per Loss. This Employee Theft provides coverage on all employees, Elected and Appointed Officials and includes faithful performance of duty on all as well.

Motioned by Trustee Janine Sartori
Seconded by Trustee Jeffrey M. Clark

Vote:

Yes

No

Abstain

Mayor Paul A. Pereira
Trustee Paul S. Cusato
Trustee Janine Sartori
Trustee Jeffrey M. Clark
Trustee Donna M. Solosky

Resolution No. 078-23

Resolved, 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 Paul S. Cusato
Seconded by Trustee Donna M. Solosky

Vote:

Yes

No

Abstain

Mayor Paul A. Pereira
Trustee Paul S. Cusato
Trustee Janine Sartori
Trustee Jeffrey M. Clark
Trustee Donna M. Solosky

Resolution No. 079-23

Resolved, under Section 126A of the Village Law authorizing the Village Clerk and Collector of Taxes to be credited unpaid and uncollected taxes, if any, for the year 2023/2024.

Motioned by Trustee Donna M. Solosky
Seconded by Trustee Janine Sartori

Vote:

| <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|--------------------------|-----------|----------------|
| Mayor Paul A. Pereira | | |
| Trustee Paul S. Cusato | | |
| Trustee Janine Sartori | | |
| Trustee Jeffrey M. Clark | | |
| Trustee Donna M. Solosky | | |

Resolution No. 080-23

Resolved that 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 or Deputy Treasurer for the official year 2023/2024.

Motioned by Trustee Janine Sartori
Seconded by Trustee Donna M. Solosky

Vote:

| <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|--------------------------|-----------|----------------|
| Mayor Paul A. Pereira | | |
| Trustee Paul S. Cusato | | |
| Trustee Janine Sartori | | |
| Trustee Jeffrey M. Clark | | |
| Trustee Donna M. Solosky | | |

Resolution No. 081-23

Resolved 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 or Deputy Treasurer for the official year 2023/2024.

Motioned by Trustee Jeffrey M. Clark
Seconded by Trustee Paul S. Cusato

Vote:

| <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|--------------------------|-----------|----------------|
| Mayor Paul A. Pereira | | |
| Trustee Paul S. Cusato | | |
| Trustee Janine Sartori | | |
| Trustee Jeffrey M. Clark | | |
| Trustee Donna M. Solosky | | |

Resolution No. 082-23

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

- Paul A. Pereira, Mayor
- Paul S. Cusato, Trustee
- Janine Sartori, Trustee
- Jeffrey M. Clark, Trustee
- Donna M. Solosky, Trustee

Motioned by Trustee Janine Sartori
Seconded by Trustee Donna M. Solosky

Vote:

Yes

No

Abstain

Mayor Paul A. Pereira
Trustee Paul S. Cusato
Trustee Janine Sartori
Trustee Jeffrey M. Clark
Trustee Donna M. Solosky

Resolution No. 083-23

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

HANOVER BANK Mineola and Garden City Park Branches

Motioned by Trustee Paul S. Cusato
Seconded by Trustee Jeffrey M. Clark

Vote:

Yes

No

Abstain

Mayor Paul A. Pereira
Trustee Paul S. Cusato
Trustee Janine Sartori
Trustee Jeffrey M. Clark
Trustee Donna M. Solosky

Resolution No. 084-23

Resolved to appoint the *Williston Times* as the Official Village Newspaper.

Motioned by Trustee Janine Sartori
Seconded by Trustee Donna M. Solosky

Vote:

Yes

No

Abstain

Mayor Paul A. Pereira
Trustee Paul S. Cusato
Trustee Janine Sartori
Trustee Jeffrey M. Clark
Trustee Donna M. Solosky

Resolution No. 085-23

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

- Cellular Phone Policy
- Community Development Outreach Policy
- Compensation and Benefit Policy for Elected and Appointed Officers
- Computer Policy
- Credit Card Use Policy
- Drug and Alcohol Testing Policy
- Equal Employment Policy Statement
- Fair Housing Policy
- Fixed Asset Policy
- Fraud Policy

- Fund Balance Policy
- Investment Policy
- Pandemic Emergency Plan
- Purchasing and Procurement Policy
- Sexual Harassment Policy
- Travel Expense Reimbursement Policy
- Vehicle Use Policy
- Workplace Violence Policy

Motioned by Trustee Paul S. Cusato
 Seconded by Trustee Jeffrey M. Clark

Vote:

| <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|--------------------------|-----------|----------------|
| Mayor Paul A. Pereira | | |
| Trustee Paul S. Cusato | | |
| Trustee Janine Sartori | | |
| Trustee Jeffrey M. Clark | | |
| Trustee Donna M. Solosky | | |

Mayor Paul A. Pereira requested a motion to close the Organizational Meeting at 6:50 PM.

Motioned by Trustee Janine Sartori
 Seconded by Trustee Donna M. Solosky

Vote:

| <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|--------------------------|-----------|----------------|
| Mayor Paul A. Pereira | | |
| Trustee Paul S. Cusato | | |
| Trustee Janine Sartori | | |
| Trustee Jeffrey M. Clark | | |
| Trustee Donna M. Solosky | | |

Mayor Paul A. Pereira called the Work Session to order at 6:50 PM.

PRESENT:

| |
|--------------------------|
| Mayor Paul A. Pereira |
| Trustee Paul S. Cusato |
| Trustee Janine Sartori |
| Trustee Jeffrey M. Clark |
| Trustee Donna M. Solosky |

ALSO PRESENT:

| |
|---|
| Village Attorney John P. Gibbons, Jr. |
| Village Clerk Bryan L. Rivera |
| Deputy Village Clerk Linda Pardo |
| Village Treasurer Giacomo A. Ciccone |
| Superintendent of Public Works Thomas J. Rini |
| Superintendent of Buildings Liam P. O’Keefe |

Press Observer: None

Sunshine Observers: 3 Observers

A Budget Work Session was conducted. Village Treasurer Giacomo Ciccone presented highlights of the FY 2023/24 Tentative Budget. Mayor Paul A. Pereira announced that there will be a Public Hearing on the proposed budget on Wednesday, April 5, 2023 at 6:30 PM.

Resolution No. 086-23

Resolved to adopt changes to the FY 2023-2024 Tentative Budget.

Motioned by Trustee Janine Sartori
Seconded by Trustee Donna M. Solosky

| Vote: | | |
|--------------------------|------------------|-----------------------|
| <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
| Mayor Paul A. Pereira | | |
| Trustee Paul S. Cusato | | |
| Trustee Janine Sartori | | |
| Trustee Jeffrey M. Clark | | |
| Trustee Donna M. Solosky | | |

Mayor Paul A. Pereira announced that MINNeola Macaroni Night, a fundraiser for the Mary Brennan Inn, will be held on Tuesday, April 4 at 5:00 PM at Mineola High School; reported that the Portuguese Lions Club breakfast was a huge success, and announced that there will be a ribbon cutting ceremony for the new turf fields at the Willis Avenue little league fields on Saturday, April 22 at 10:00 AM.

Mayor Paul A. Pereira made a motion to close the Work Session at 7:15 PM.

Motioned by Trustee Paul S. Cusato
Seconded by Trustee Jeffrey M. Clark

| Vote: | | |
|--------------------------|------------------|-----------------------|
| <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
| Mayor Paul A. Pereira | | |
| Trustee Paul S. Cusato | | |
| Trustee Janine Sartori | | |
| Trustee Jeffrey M. Clark | | |
| Trustee Donna M. Solosky | | |

Respectfully submitted,

Bryan L. Rivera
Village Clerk