

**Minutes – Organization Night**  
**April 1, 2024**

Minutes of the Organization Meeting of the Board of Trustees of the Incorporated Village of Mineola held Monday, April 1, 2024 at Village Hall, 155 Washington Avenue Mineola, New York 11501. The meeting commenced at 7:00 PM

**PRESENT:** Mayor Paul A. Pereira  
Deputy Mayor Janine Sartori  
Trustee Paul S. Cusato  
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

**Press Observer:** None

**Sunshine Observers:** 35 Observers

**Mayor Paul A. Pereira called the Organizational Meeting to order at 7:00 PM.**

Nassau County Legislator Scott P. Strauss administered the Oath of Office to Trustee Paul S. Cusato.

Nassau County Legislator Scott P. Strauss administered the Oath of Office to Trustee Donna M. Solosky.

**Resolution No. 072-24**

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

**2024 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
SUPERINTENDENT OF THE BUILDING DEPARTMENT	LIAM P. O’KEEFE
TREASURER	GIACOMO A. CICCONE
DEPUTY TREASURER	EGIDIO J. BELLI
VILLAGE AUDITOR	KRISTIANA SALERNO
SECRETARY TO THE ZONING BOARD OF APPEALS	KELLY DORNEY

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

HEATHER COIRO	370 LATHAM ROAD	MINEOLA, NY 11501
ANNE KEARNS	160 GARFIELD AVENUE	MINEOLA, NY 11501
DIANA PEREIRA	392 MINEOLA BOULEVARD	MINEOLA, NY 11501

PLANNING BOARD/ARCHITECTURAL REVIEW BOARD

NELSON INES	169 WARDWELL ROAD	MINEOLA, NY 11501
JOSEPH ROWAN	140 SIMONSON ROAD	MINEOLA, NY 11501

PLANNING BOARD/ARCHITECTURAL REVIEW BOARD CHAIRMAN

NICHOLAS PENNACCHIO      241 COLUMBUS PARKWAY      MINEOLA, NY 11501

PLANNING BOARD/ARCHITECTURAL REVIEW BOARD ALTERNATE

ANGELA GLASSMAN              252 GARFIELD AVENUE              MINEOLA, NY 11501

BOARD OF ETHICS

ELIZABETH BERNARDES	359 BURKHARD AVENUE	MINEOLA, NY 11501
LISA DALFONSO-VALENTE	366 MINEOLA BOULEVARD	MINEOLA, NY 11501
ANGELA GLASSMAN	252 GARFIELD AVENUE	MINEOLA, NY 11501
BERNADETTE PIZZARDI	12 SHORTRIDGE DRIVE	MINEOLA, NY 11501
JOANN ZAHN	435 EMORY ROAD	MINEOLA, NY 11501

ZONING BOARD CHAIRMAN

JAMES SHERRY              1 3<sup>RD</sup> AVENUE              MINEOLA, NY 11501

ZONING BOARD ALTERNATE

RAYMOND POWERS              356 WHITE ROAD              MINEOLA, NY 11501

ASSESSORS

RICHARD MAHER	143 WALKER ROAD	MINEOLA, NY 11501
JOHN BERNARDES	317 MINEOLA BOULEVARD	MINEOLA, NY 11501

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

**Vote:**

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

**Resolution No. 073-24**

Resolved to appoint Trustee Janine Sartori as Deputy Mayor.

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

**Resolution No. 074-24**

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

**INCORPORATED VILLAGE OF MINEOLA  
BOARD OF TRUSTEES  
Dates of Meetings for  
2024-2025**

<b>2024:</b>	Wednesday	April 3	6:30 pm/7:00 pm	Work Session/Public Meeting
	Wednesday	April 10	6:30 pm	Public Hearing/Work Session
	Wednesday	April 17	6:30 pm/7:00 pm	Work Session/Public Meeting or Public Hearing
	Wednesday	May 1	6:30 pm/7:00 pm	Work Session/Public Meeting
	Wednesday	May 8	6:30 pm	Public Hearing/Work Session
	Wednesday	May 15	6:30 pm/7:00 pm	Work Session/Public Meeting or Public Hearing
	Wednesday	June 5	6:30 pm/7:00 pm	Work Session/Public Meeting
	Wednesday	June 12	6:30 pm	Public Hearing/Work Session
	Wednesday	June 19	6:30 pm/7:00 pm	Work Session/Public Meeting or Public Hearing
	Wednesday	July 3	6:30 pm/7:00 pm	Work Session/Public Meeting
	Wednesday	July 17	6:30 pm	Public Hearing/Work Session
	Wednesday	August 7	6:30 pm/7:00 pm	Work Session/Public Meeting
	Wednesday	September 4	6:30 pm/7:00 pm	Work Session/Public Meeting
	Wednesday	September 25	6:30 pm/7:00 pm	Work Session/Public Meeting or Public Hearing
	Wednesday	October 9	6:30 pm/7:00 pm	Work Session/Public Meeting
	Wednesday	October 16	6:30 pm	Public Hearing/Work Session
	Wednesday	October 23	6:30 pm/7:00 pm	Work Session/Public Meeting or Public Hearing
	Wednesday	November 6	6:30 pm/7:00 pm	Work Session/Public Meeting
	Wednesday	November 13	6:30 pm	Public Hearing/Work Session
	Wednesday	November 20	6:30 pm/7:00 pm	Work Session/Public Meeting or Public Hearing
	Wednesday	December 4	6:30 pm/7:00 pm	Work Session/Public Meeting
	Wednesday	December 11	6:30 pm	Public Hearing/Work Session
	Wednesday	December 18	6:30 pm/7:00 pm	Work Session/Public Meeting or Public Hearing
<b>2025:</b>	Wednesday	January 8	6:30 pm/7:00 pm	Work Session/Public Meeting
	Wednesday	January 15	6:30 pm	Public Hearing/Work Session
	Wednesday	January 22	6:30 pm/7:00 pm	Work Session/Public Meeting or Public Hearing
	Wednesday	February 5	6:30 pm/7:00 pm	Work Session/Public Meeting
	Wednesday	February 19	6:30 pm	Public Hearing/Work Session
	Wednesday	February 26	6:30 pm/7:00 pm	Work Session/Public Meeting or Public Hearing
	Wednesday	March 5	6:30 pm/7:00 pm	Work Session/Public Meeting
	Wednesday	March 12	6:30 pm	Public Hearing/Work Session
	Wednesday	March 19	6:30 pm/7:00 pm	Work Session/Public Meeting or Public Hearing
	Wednesday	April 2	6:30 pm	Organizational Meeting/Work Session

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 Donna M. Solosky  
Seconded by Deputy Mayor Janine Sartori

**Vote:**

**Yes**

**No**

**Abstain**

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

**Resolution No. 075-24**

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 Deputy Mayor Janine Sartori  
Seconded by Trustee Jeffrey M. Clark

**Vote:**

**Yes**

**No**

**Abstain**

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

**Resolution No. 076-24**

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

**Resolution No. 077-24**

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 2024/2025.

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

**Vote:**

**Yes**

**No**

**Abstain**

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

**Resolution No. 078-24**

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 2024/2025.

Motioned by Deputy Mayor Janine Sartori  
Seconded by Trustee Paul S. Cusato

**Vote:**

**Yes**

**No**

**Abstain**

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

**Resolution No. 079-24**

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 2024/2025.

Motioned by Trustee Donna M. Solosky  
Seconded by Trustee Jeffrey M. Clark

**Vote:**

**Yes**

**No**

**Abstain**

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

**Resolution No. 080-24**

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  
Janine Sartori, Deputy Mayor  
Paul S. Cusato, Trustee  
Jeffrey M. Clark, Trustee  
Donna M. Solosky, Trustee

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

**Vote:**

**Yes**

**No**

**Abstain**

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

**Resolution No. 081-24**

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 Deputy Mayor Janine Sartori  
Seconded by Trustee Donna M. Solosky

**Vote:**

**Yes**

**No**

**Abstain**

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

**Resolution No. 082-24**

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

Motioned by Trustee Paul S. Cusato  
Seconded by Deputy Mayor Janine Sartori

**Vote:**

**Yes**

**No**

**Abstain**

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

**Resolution No. 083-24**

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 Donna M. Solosky  
 Seconded by Trustee Jeffrey M. Clark

**Vote:**

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

**Mayor Paul A. Pereira requested a motion to close the Organizational Meeting at 7:30 PM.**

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

**Vote:**

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

Respectfully submitted,

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Bryan L. Rivera  
 Village Clerk