

MINUTES OF THE BOARD OF TRUSTEES MEETING HELD ON DECEMBER 11, 2024 AT 32 OLD SLIP, NEW YORK, NEW YORK WITH A REMOTE ATTENDANCE OPTION VIA AN AUDIO/VIDEO CONNECTION TO THE INTERNET.

Mayor O'Brien called the Board of Trustees meeting to order at 6:02 p.m., at which time the following were in attendance:

Hugh O'Brien, Mayor
Nat Oppenheimer, Trustee
Susan Skerritt, Trustee
Joseph Prokop, Village Attorney (Remote)
Scott Rosenblum, Advisor to the Board (Remote)
Mario Posillico, Village Administrator
Donna Lyudmer, Village Treasurer
1 person attended in person and up to 18 other attendees observed through internet connection (exclusive of the officers noted above).

(Deputy Mayor Wolf arrived at the public meeting location at 6:05 p.m.)

PUBLIC HEARING: LOCAL LAW MODIFICATION – CHAPTER 55 – ROOFS OVER DECKS
Mayor O'Brien opened the Public Hearing at 6:02 p.m. to consider the proposed amendment to Sections 2 and 14 of Chapter 55 of the Village Code. Village Administrator Posillico and Trustee Oppenheimer provided an overview of the proposed local law that would better define and regulate how decks with roofs over them would be treated regarding the maximum limits of enclosed space. Comments and questions were received from the members of the Board and those in attendance, and after all having a chance to be heard, Trustee Wolf made a motion at 6:39 p.m. to close the public hearing. The motion was seconded by Trustee Oppenheimer, and the question of the adoption of the foregoing resolution was duly put to a vote on roll call, and was carried according to the following:

Motion: Trustee Wolf
Seconded: Trustee Oppenheimer
In Favor: Mayor O'Brien, Trustee Wolf, Trustee Oppenheimer, Trustee Skerritt
Abstain: None
Against: None

LOCAL LAW CONSIDERATION – CHAPTER 55 (ZONING)

After discussion and all having a chance to be heard, Trustee Oppenheimer made a motion to table consideration of the amendment of Chapter 55 of the Village Code for a subsequent meeting to allow the Board and Village Attorney an opportunity to consider the comments raised at the Public Hearing. The motion was seconded by Trustee Skerritt, and the question of the adoption of the foregoing resolution was duly put to a vote on roll call, and was carried according to the following:

Motion: Trustee Oppenheimer
Seconded: Trustee Skerritt
In Favor: Mayor O'Brien, Trustee Wolf, Trustee Oppenheimer, Trustee Skerritt
Abstain: None
Against: None

DISCUSSION OF PROPOSED CODE MODIFICATIONS TO CHAPTERS 48 (TAXATION) AND 42 (PLANNING COMMISSION), AND AUTHORIZATION TO SET A DATE FOR PUBLIC HEARINGS FOR CONSIDERATION OF THEIR ADOPTION

Mayor O'Brien provided a summary of proposed changes to Chapter 48 to add a new Article to regulate the authority and responsibilities of the Board of Assessment Review in conformance with State law; as well as a summary of proposed changes to Chapter 42 to authorize the appointment of alternate members to the Planning Commission. Comments and questions were received from the members of the Board and those in attendance, and after all having a chance to be heard, Trustee Skerritt made a motion to hold a public hearing on the next scheduled meeting date to consider amendments to Chapters 48 and 42 of the Village Code.

The motion was seconded by Trustee Wolf, and the question of the adoption of the foregoing resolution was duly put to a vote on roll call, and was carried according to the following:

Motion: Trustee Skerritt

Seconded: Trustee Wolf

In Favor: Mayor O'Brien, Trustee Wolf, Trustee Oppenheimer, Trustee Skerritt

Abstain: None

Against: None

DISCUSSION OF PROPOSED CODE MODIFICATIONS TO CHAPTER 52 (WALKS, BEACHES, PUBLIC SPACES) AND AUTHORIZATION TO SET A DATE FOR A PUBLIC HEARING FOR CONSIDERATION OF ITS ADOPTION

Mayor O'Brien provided a summary of proposed changes to Chapter 52 to regulate the private use of public spaces. Comments and questions were received from the members of the Board and those in attendance, and after all having a chance to be heard, Trustee Oppenheimer made a motion to hold a public hearing on the next scheduled meeting date to consider amendments to Chapter 52 of the Village Code.

The motion was seconded by Trustee Wolf, and the question of the adoption of the foregoing resolution was duly put to a vote on roll call, and was carried according to the following:

Motion: Trustee Oppenheimer

Seconded: Trustee Wolf

In Favor: Mayor O'Brien, Trustee Wolf, Trustee Oppenheimer, Trustee Skerritt

Abstain: None

Against: None

APPOINTMENT OF VILLAGE OFFICIALS

Mayor O'Brien presented and offered the following list of Village officials for appointment to their respective offices for the terms outlined and/or as supported by State law:

ADMINISTRATIVE:

Administrator & Clerk

Mario Posillico

Treasurer

Donna Lyudmer

Deputy Clerk

Catherine O'Brien

Deputy Treasurer

Alexa Cherveney

Tax Assessor

Meagan Leppicello & Mario Posillico

Building Inspector

Meagan Leppicello & Mario Posillico

Emergency Management Coordinators

Vernon Henriksen & Mario Posillico

Records Access Officer/Appeal Officer

Mario Posillico/Joseph Prokop

Public Safety Chief
Village Historian

Anthony Campos
Elizabeth Kelly

JUDICIAL

Village Attorney
Prosecutors
Court Clerk

Joseph Prokop
Mark Geistfeld & Meagan Cheung
Catherine O'Brien

BOARDS & COMMISSIONS

Zoning Board of Appeals

Jon Lindsey (2027)

Board of Assessment Review

Stanley Karp (Alternate)

Medical Advisory Committee

Lela Mayers (2027)
Ben Zabar (Alternate)
William Veronese (SVFC Liaison)

Comments and questions were received from the members of the Board and those in attendance, and after all having a chance to be heard, Trustee Oppenheimer made a motion to approve the entire slate of presented appointments to their respective offices for the terms outlined and/or as specified by State law

The motion was seconded by Trustee Wolf and the question of the adoption of the foregoing resolutions was duly put to a vote on roll call, and was carried according to the following:

Motion: Trustee Oppenheimer

Seconded: Trustee Wolf

In Favor: Mayor O'Brien, Trustee Wolf, Trustee Oppenheimer, Trustee Skerritt

Against: None

Abstain: None

Mayor O'Brien then reported and notified the Board that he has reappointed Trustee Frank Wolf as Deputy Mayor and Scott Rosenblum as Advisor to the Board, and he thanked both for their past service in those capacities and for agreeing to continue in those roles.

ADOPTION OF AMMENDED CREDIT CARD POLICY

Trustee Skerritt made a motion to adopt the following Credit Card Policy as amended to add authorized users:

**INCORPORATED VILLAGE OF SALTAIRE
RESOLUTION OF THE BOARD OF TRUSTEES
ADOPTING THE VILLAGE CREDIT CARD USE POLICY**

Purpose:

In order to establish a convenient, efficient and cost-effective method of purchasing goods and services, the Village of Saltaire will provide a credit card to the Village Administration staff and to the Village Department Supervisors or assigned Department Purchaser to be used for purchases of goods and services.

Procedure:

The Village of Saltaire will use credit cards from banking institutions approved by NYS Contract.

Department Supervisors or assigned Purchaser Use

Credit Card purchases will be compliant with the Village's Procurement Policy. Purchases made by the Department Supervisor or assigned Department Purchaser are paid prior to Board approval and therefore must be allocated to the Department's Board-approved operational budget annually. Any purchases outside of the operational budget must be pre-approved by the Village Administrator or Board.

Village Administration Credit Card Use

Credit Card purchases will be compliant with the Village's Procurement Policy. Purchases made by the Village Administration are paid prior to Board approval and therefore must be allocated to the Clerk/Treasurer's Board-approved operational budget annually. Purchases outside of the Clerk/Treasurer's budget, including but not limited to, Insurance policies and Board activities, may be paid with a credit card by the Village Administration.

General Use:

The following individuals are hereby approved to be issued Village Credit Cards to be used for Village purchases pursuant to this policy:

- Village Administrator Mario Posillico
- Village Treasurer Donna Lyudmer
- Village Deputy Treasurer Alexa Cherveney
- Village Deputy Clerk Catherine O'Brien
- Public Works – Vern Henriksen
- Public Works – Ben Cherveney
- Public Works – Jim Wilde
- Public Work – Matt Nelson
- Librarian Kate Valente
- Public Safety Chief Anthony Campos
- Public Safety Officer Chris Degni
- Code Enforcement Officer/Assessor Meagan Leppicello
- Camp Director Molly Davis
- Chief Lifeguard Rich Wilde

Use of Village credit cards is not permitted and will be blocked for cash advances. Each employee using a Village credit card shall be responsible for the security of his or her card as well as any purchases made using it. All receipts and expenditures shall be reconciled with the monthly statements and audited by the Village Mayor. If the employee using a Village credit card cannot produce a receipt, he or she will provide a signed explanation of the purchase.

No personal purchases, nor expenditures for entertainment or non-Village business purposes shall be made with a Village Credit Card. All purchases not expressly authorized in the budget must be Board-approved in advance. Payment for any purchases made with a Village credit card for which satisfactory receipts or written explanations cannot be produced, or for personal or unauthorized purposes, shall be at the employee's sole expense, and the employee shall reimburse the Village for the amount charged to the credit card.

Any loss or theft of a credit card must be reported within 24 hours of discovery to the Village Administrator or the Village Treasurer. In the event of willful or negligent default of the obligations and responsibilities of the cardholder, the Mayor shall take such recovery action as deemed appropriate by law.

The Village Administration and Department Supervisors shall return their card upon request of the Board of Trustees or upon termination of their employment or term of office.

The motion was seconded by Trustee Oppenheimer and the question of the adoption of the foregoing resolutions was duly put to a vote on roll call, and was carried according to the following:

Motion: Trustee Skerritt

Seconded: Trustee Oppenheimer

In Favor: Mayor O'Brien, Trustee Wolf, Trustee Oppenheimer, Trustee Skerritt

Against: None

Abstain: None

ACCEPTANCE OF COURT AUDIT

Administrator Posillico reported that the Village auditors, Cullen and Danowski, had undertaken the annual audit of the Village Justice Court, as is required by New York State law, and that a copy of the audit had been presented to the Board of Trustees. Trustee Oppenheimer made a motion to accept delivery of the 2023/24 annual audit of the Village Justice Court as prepared by Cullen and Danowski and that the same be filed with the State of New York Unified Court System.

The motion was seconded by Trustee Wolf and the question of the adoption of the foregoing resolutions was duly put to a vote on roll call, and was carried according to the following:

Motion: Trustee Oppenheimer

Seconded: Trustee Wolf

In Favor: Mayor O'Brien, Trustee Wolf, Trustee Oppenheimer, Trustee Skerritt

Against: None

Abstain: None

ADOPTION OF RESOLUTION IN SUPPORT OF CONTINUED AND INCREASED STATE AID FOR LOCAL GOVERNMENTS

Trustee Wolf made a motion to adopt the following resolution in support of continued New York State aid:

Whereas, until 2024, cities, villages and towns had not received an increase in unrestricted state aid (AIM funding) in 15 years, significantly impacting their ability to provide essential services to their residents; and

Whereas, after a prolonged period without financial support, local governments finally received an increase of \$50 million in unrestricted state aid; and

Whereas, local officials express their gratitude for the \$50 million increase in unrestricted state aid, recognizing it as a positive step towards addressing long-standing funding challenges; and

Whereas, the State has referred to this new aid as Temporary Municipal Assistance, suggesting that such increase may not continue, jeopardizing the sustainability of crucial municipal programs and services; and

Whereas, the property tax cap further limits the ability of local governments to properly fund the programs and services their residents need; and

Whereas, increased and ongoing state aid for local governments is vital for maintaining infrastructure, public safety, housing and other municipal services; and

Whereas, the challenges of inflation, the increasing costs of labor and supplies, and the end of extraordinary federal aid only accentuate the need for consistent and predictable funding to effectively plan for the future and meet the growing needs of their residents;

Now, therefore, be it resolved, that the Village of Saltaire calls upon the Governor and the State Legislature to commit to continuing the additional \$50 million in unrestricted state aid in the 2025-26 State Budget and beyond, and

Be it further resolved, that the Village of Saltaire urges state officials to recognize the need for a long-term plan that ensures consistent and predictable increases in financial support for local governments that keep pace with inflation.

The motion was seconded by Trustee Skerritt and the question of the adoption of the foregoing resolutions was duly put to a vote on roll call, and was carried according to the following:

Motion: Trustee Wolf

Seconded: Trustee Skerritt

In Favor: Mayor O'Brien, Trustee Wolf, Trustee Oppenheimer, Trustee Skerritt

Against: None

Abstain: None

AUTHORIZATION OF INCREASED SCOPE AND CAPITAL COST FOR THE PLAYGROUND PROJECT

Village Administrator Posillico recommended the enlargement of the backstop hood in the ballfield be added to the playground project capital cost in order to mitigate the impact of foul balls landing in the playground area. He further stated that the cost of the enlargement should not exceed \$20,000.00. After discussion and all having a chance to be heard, Trustee Skerritt made a motion to authorize the Village Administrator to procure a contractor to enlarge the ballfield backstop for the purposes stated, at a cost not to exceed \$20,000.00.

The motion was seconded by Trustee Oppenheimer and on call it was approved according to the following vote:

Motion: Trustee Skerritt

Seconded: Trustee Oppenheimer

In Favor: Mayor O'Brien, Trustee Wolf, Trustee Oppenheimer, Trustee Skerritt

Abstain: None

Against: None

BID AND PROCUREMENT OF FIRE APPARATUS

Village Administrator Posillico presented the design and bid results for the replacement of the current 1999 fire utility vehicle requested by the Saltaire Volunteer Fire Company. Assistant SVFC Chief Jarrod Bernstein attended the meeting via remote connection and discussed the needs of the Fire Company that will be met by the proposed vehicle, as well as the logistical constraints in which it will operate, and how both of those factors influenced its design and ultimate cost. After discussion and all having a chance to be heard, Mayor O'Brien stated that the decision on the final procurement of the vehicle will be made at the January 9, 2025 meeting.

AUTHORIZATION FOR PROCUREMENT OF HVAC UPGRADE TO THE FIREHOUSE

Village Administrator Posillico presented the bid results to update the heating and ventilation system in the Saltaire firehouse, the cost of which was included in the 2024/25 operational budget at \$30,000.00. He announced that the lowest responsible bidder was Energy Mechanical Inc. for a cost of \$28,000.00. After discussion and all having a chance to be heard, Trustee Wolf made a motion to authorize the Village Administrator to declare Energy Mechanical Inc. as the lowest responsible bidder for the HVAC upgrade to the firehouse, and to enter into a contract with them to complete the proposed work.

The motion was seconded by Trustee Oppenheimer and on call it was approved according to the following vote:

Motion: Trustee Wolf

Seconded: Trustee Oppenheimer

In Favor: Mayor O'Brien, Trustee Wolf, Trustee Oppenheimer, Trustee Skerritt

Abstain: None

Against: None

APPROVAL OF MINUTES

Draft copies of the minutes of the Board of Trustees meeting of November 4, 2024 had previously been presented to the Board and posted in draft form on the Village website. Following discussion, Trustee Oppenheimer made a motion to adopt the minutes as presented with minor non-substantive corrections. The motion was seconded by Trustee Skerritt, and the question of the adoption of the foregoing resolution was duly put to a vote on roll call, and was carried according to the following:

Motion: Trustee Oppenheimer

Seconded: Trustee Skerritt

In Favor: Mayor O'Brien, Trustee Wolf, Trustee Oppenheimer, Trustee Skerritt

Abstain: None

Against: None

AUDIT AND APPROVAL OF ABSTRACTS

Mayor O'Brien stated that the following Abstracts, having been distributed to the Board and posted on the Village website, were presented for approval by the Village Administrator and the Village Treasurer:

General Fund Checking No. 7A in the amount of	\$302,738.56
Capital Fund Checking No. 7A in the amount of	\$86,525.15

After discussion and opportunity for questions, Trustee Oppenheimer made a motion that the above-listed abstract(s) be approved as presented and that the Mayor be authorized to execute the warrant(s). The motion was seconded by Trustee Skerritt, and the question of the adoption of the foregoing resolution was duly put to a vote on roll call, and was carried according to the following:

Motion: Trustee Oppenheimer

Seconded: Trustee Skerritt

In Favor: Mayor O'Brien, Trustee Oppenheimer, Trustee Wolf, Trustee Skerritt

Abstain: None

Against: None

ADJOURN INTO EXECUTIVE SESSION

Trustee Oppenheimer made a motion at 7:45 p.m. that the Board adjourn into Executive Session to discuss one or more of the following: information relating to current and future investigation and/or prosecution of offenses in the Village, litigation strategy in pending or future litigation, personnel matters as described in Public Officers Law Section 105(f). The motion was seconded by Trustee Wolf, and the question of the adoption of the foregoing resolution was duly put to a vote on roll call, and was carried according to the following:

Motion: Trustee Oppenheimer

Seconded: Trustee Wolf

In Favor: Mayor O'Brien, Trustee Wolf, Trustee Oppenheimer, Trustee Skerritt

Against: None

Abstain: None

RE-ADJOURNMENT INTO PUBLIC SESSION

Trustee Oppenheimer made a motion at 8:10 p.m. to close the Executive Session and to re-adjourn into public session. The motion was seconded by Trustee Skerritt, and the question of the adoption of the foregoing resolution was duly put to a vote on roll call, and was carried according to the following:

Motion: Trustee Oppenheimer

Seconded: Trustee Skerritt

In Favor: Mayor O'Brien, Trustee Wolf, Trustee Oppenheimer, Trustee Skerritt

Against: None

Abstain: None

Mayor O'Brien called the Board of Trustees meeting to order at 8:10 p.m., at which time the following were in attendance:

Hugh O'Brien, Mayor

Frank Wolf, Deputy Mayor, Trustee

Nat Oppenheimer, Trustee

Susan Skerritt, Trustee

Joseph Prokop, Village Attorney (Remote)

Scott Rosenblum, Advisor to the Board (Remote)

Mario Posillico, Village Administrator

Donna Lyudmer, Village Treasurer

0 person attended in person and 0 other attendees observed through internet connection (exclusive of the officers noted above).

SALARY ADJUSTMENT TO STAFF MEMBER

Administrator Posillico reported that he is recommending a pay adjustment for a member of the maintenance staff for undertaking continuing education and certification classes that have led to an increased ability to excel in his current role as well as increasing his leadership capabilities for the future. After discussion, and all having a chance to be heard, Trustee Oppenheimer made a motion to authorize the following rate of pay for the following employee starting January 1, 2025, prorated for the remainder of the current fiscal year:

- Maintenance Mechanic 1 Ilya Wilson Annual Salary of \$43,500.00

The motion was seconded by Trustee Wolf, and the question of the adoption of the foregoing resolution was duly put to a vote on roll call, and was carried according to the following:

Motion: Trustee Oppenheimer

Seconded: Trustee Wolf

In Favor: Mayor O'Brien, Trustee Wolf, Trustee Oppenheimer, Trustee Skerritt

Against: None

Abstain: None

AUTHORIZATION TO WAIVE RESIDENTIAL AND BUSINESS VEHICLE PERMIT FEES FOR ACTIVE MEMBERS OF THE SALTIRE VOLUNTEER FIRE COMPANY AND FAIR HARBOR FIRE DEPARTMENT

Village Administrator Posillico reported on the prior effort to recruit and retain year-round active members of both the SVFC and the Fair Harbor Fire Department (FHFD), with which the SVFC has a long-standing mutual aid agreement and a cooperative working relationship, through waiver of the year-round residential driving permit fee for those volunteer members of both departments who meet the requirements for such a permit. He stated that due to the scarcity of permit holders in the residential vehicle permit category, the impact was marginal and not as effective as hoped. He recommended that, in order to bolster that effort, a benefit be extended to active fire company members who hold a business permit. After discussion, and all having a chance to be heard, Trustee Skerritt made a motion to waive the 2025 Saltaire year-round residential driving permit fee for year-round residents who are active members in good standing of either the SVFC or the FHFD and who meet the requirements for such driving permit; and further to offer a maximum of a \$250 credit toward the business permit fee for active members in good standing of either the SVFC or the FHFD and who meet the requirements for such driving permit, with a maximum cost to the Village for all benefits not to exceed \$1,500.00 annually.

The motion was seconded by Trustee Oppenheimer and the question of the adoption of the foregoing resolution was duly put to a vote on roll call, and was carried according to the following:

Motion: Trustee Skerritt

Seconded: Trustee Oppenheimer

In Favor: Mayor O'Brien, Trustee Wolf, Trustee Oppenheimer, Trustee Skerritt

Abstain: None

Against: None

FUNDING FOR 2024 HOLIDAY PARTY

Mayor O'Brien reported that he would like the Village to reinstitute, and contribute toward, an employee and resident holiday party to say thank you to and spread goodwill within the community. After discussion, and all having a chance to be heard, Trustee Oppenheimer made a motion to authorize the expenditure of up to \$1,000.00 toward food and non-alcoholic beverages for a holiday party open to all employees and residents of the Village.

The motion was seconded by Trustee Skerritt, and the question of the adoption of the foregoing resolution was duly put to a vote on roll call, and was carried according to the following:

Motion: Trustee Oppenheimer

Seconded: Trustee Skerritt

In Favor: Mayor O'Brien, Trustee Wolf, Trustee Oppenheimer, Trustee Skerritt

Against: None

Abstain: None

CLOSE OF MEETING

Trustee Wolf made a motion at 8:12 p.m. to close the meeting and to hold the next Board of Trustees meetings according to the following schedule:

- January 9, 2024 at 32 Old Slip, New York, New York with the public portion to start at 6:00 p.m. with remote connection, which will include any Public Hearings.

The motion was seconded by Trustee Oppenheimer and the question of the adoption of the foregoing resolution was duly put to a vote on roll call, and was carried according to the following:

Motion: Trustee Wolf

Seconded: Trustee Oppenheimer

In Favor: Mayor O'Brien, Trustee Wolf, Trustee Oppenheimer, Trustee Skerritt,

Abstain: None

Against: None