

BOARD OF TRUSTEES
INC. VILLAGE OF EAST WILLISTON
AGENDA MEETING
MONDAY, FEBRUARY 22, 2021

Agenda meeting of the Board of Trustees of the Incorporated Village of East Williston was held on Monday, February 22, 2021 at 7:30 pm at the Village Hall, 2 Prospect Street, East Williston, New York.

There were present: Mayor Bonnie L.S. Parente, Trustees James Iannone, James Lark, Anthony Gallo, Village Clerk Marie L. Hausner, Deputy Clerk William Basel, Treasurer Michael Delury, Secretary to the Board of Trustees Bonnie Kreisman, Village Attorney Jeffrey L. Blinkoff.

The Board discussed the structure of the Department of Public Works with the passing of Superintendent James Bailey. It is endeavored to bring the department into the 21st century. Trustee Dunne wanted to be involved in the transition with an opportunity to change the culture of public works.

Simon Blanco and William Basel will be in supervisory positions in Public Works. Mr. Blanco in the field and Mr. Basel in the office.

With respect to tree warden activities (for residents who submit applications for tree removal), both Mr. Blanco and Mr. Basel can visit the properties in question

For emergency cell phone calls after hours, Mr. Blanco will be the primary contact, with Mr. Basel as a backup.

A conference call will be set up with Saks Metering, Ms. Kreisman, Mr. Blanco and Mr. Basel, so that Mr. Blanco can get acclimated to the meter installation program. Mr. Bailey was the field manager, per se of the project.

On the motion of Trustee Gallo, seconded by Trustee Lark, the Board moved to adjourn into executive session at 7:54pm to discuss personnel matters.

The Board re-convened at 8:01pm. No action was taken during the executive session.

RESOLUTION #2021- 6 A RESOLUTION OF THE BOARD OF THE BOARD OF TRUSTEES OF THE VILLAGE OF EAST WILLISTON TO AUTHORIZE UP TO FOUR EMPLOYEES TO ENROLL IN THE GRADE D WATER DISTRIBUTION COURSE THROUGH THE LONG ISLAND WATER CONFERENCE.

On the motion of Mayor Parente, seconded by Trustee Lark, and with Mayor Parente and Trustees Iannone, Lark and Gallo all voting "aye", the Board authorized up to four employees to enroll in the Grade D Water Distribution course through the Long Island Water Conference.

Paula Humbert from Springbook joined the meeting via Webex to address topics with regard to the upgrade to the village office's KVS proprietary software system that manages water/tax billing, general ledger and accounts payable.

Mayor Parente stated it was her understanding that the cost will be \$63,000 and that the upgrade will include cloud software.

Mr. Basel stated that the upgrade will benefit the Village with new reporting functions and heavy cloud migration. This will migrate our current system.

Ms. Humbert stated that the upgrade will have a much higher level of security certification and redundant full back up each evening, and a back up is performed each hour.

Mayor Parente asked how much integration will be available to the staff, such as open building permits.

Ms. Kreisman stated that this function will not be available right away.

Mr. Delury stated that the Village gets a quarterly water bill from Williston Park. East Williston bills its residents semiannually.

The Board asked if it can get information from the new program of water usage every three months.

Trustee Lark asked what length of turn around time it will take to pull down large amounts of information when need. Ms. Humbert stated approximately 24 to 48 hours.

RESOLUTION #2021- 7 A RESOLUTION OF THE BOARD OF THE BOARD OF TRUSTEES OF THE VILLAGE OF EAST WILLISTON TO AUTHORIZE THE MAYOR TO SIGN AN AGREEMENT WITH SPRINGBOOK FOR SOFTWARE SERVICES PENDING A REVIEW BY VILLAGE COUNSEL

On the motion of Trustee Gallo, seconded by Trustee Lark, and with Mayor Parente and Trustees Iannone, Lark and Gallo all voting "aye", the Board authorized the Mayor to sign an agreement with Springbook for software services pending a review by Village Counsel.

Ms. Kreisman advised the water meter order has been placed, but Badger Meter will need more contact information to be supplied for the order.

Ms. Kreisman also stated that with regard to the letter to residents, opt-out fees needed to be finalized, along with a deadline and costs associated with the opt-out.

Mayor Parente asked that the letter be finalized. She had emailed a letter a while ago for consideration with a recommended amount. She asked that this be placed in final form and have the amounts checked by the Treasurer.

Mayor Parente asked about the status of upgrades to the website with GovOffice.

Mr. Basel was awaiting the final photos from the history photo contest (only five or six were received.) He wanted to send all of this at once to GovOffice.

Trustee Gallo mentioned the water main break caused by National Grid on Roslyn Road.

Mayor Parente asked to keep a file on National Grid issued to follow up with them on a periodic basis.

Mayor Parente also asked that the office send info on power outages at 2 Robbins Drive to Kim Kaiman so PSEGLI can investigate.

Mayor Parente mentioned a proposed Eagle Scout project for a survey of Devlin field. Any information should be sent to Trustee Lark.

Trustee Iannone reported that the Senior Group project for a “buddy system” is tabled for the time being. Mrs. Linden who has suggested the project stated she is not currently in a position at this juncture to continue with the process due to Covid.

Mayor Parente suggested that Trustee Iannone check with Wheatley High School to see if the high school seniors may be of help.

Trustee Gallo stated that he has received four proposals for work to refurbish the tennis courts at Devlin Field. A question remained about removing the berm that is behind the courts. It is believed that the berm is there to alleviate flooding on the courts and should not be removed, so it should not be a part of the contract approved

Mayor Parente stated that the need for the installation of benches in the courts should not be forgotten.

RESOLUTION #2021- 8 A RESOLUTION OF THE BOARD OF THE BOARD OF TRUSTEES OF THE VILLAGE OF EAST WILLISTON TO AUTHORIZE THE MAYOR TO SIGN AN AGREEMENT WITH GRA-DER CONTRACTING CORP. TO REFURBISH THE TENNIS COURTS AT DEVLIN FIELD INCLUDING SURFACE, PAINTING OF TENNIS LINES, PICKELBALL LINES, EXCLUDING THE REMOVAL OF THE BERM AT A COST OF \$20, 150, PENDING A REVIEW BY VILLAGE COUNSEL.

On the motion of Trustee Gallo, seconded by Trustee Iannone, and with Mayor Parente and Trustees Iannone, Lark and Gallo all voting “aye”, the Board authorized the Mayor to sign an agreement with Gra-Der Contracting Corp. to refurbish the tennis courts at Devlin Field including surface, painting of tennis lines, pickleball lines, excluding the removal of the berm at a cost of \$20,150, pending a review by Village Counsel.

Trustee Gallo spoke about the possibility of digitizing of the water main system map.

Trustee Lark felt that the Village should obtain a CAD file with a separate overlay with the LED street lighting system.

He also felt that the Village could obtain a tax map from Nassau County and also mark curb box locations on said map. National Grid will also be forwarding maps with underground utilities on Roslyn Road after this project is completed.

Trustee Gallo stated he will contact Jared Mandel about copying the map.

On the motion of Trustee Gallo, seconded by Trustee Lark, the Board moved to adjourn into executive session at 8:44pm to discuss possible litigation.

The Board re-convened at 9:26pm. No action was taken during the executive session.

Mr. Delury stated that the Village was awaiting approximately \$65,000 in CHIP’s funding for repair work completed by Stasi Brothers at various locations within the Village.

He estimated that the Village could see a \$6,000 revenue increase due to the institution of the new fee structure.

10% for tennis instructor.

Trustee Gallo stated that the company performing the work on the tennis courts offer a three to four year warranty on the surface.

Mayor Parente asked if Mr. Delury had heard anything from Nassau County on the radio room grant. He stated he has not received any word from them.

Mayor Parente wanted to receive a draft plan from Jared Mandel on proposed work on the dividing of the conference room.

On the motion of Trustee Iannone, seconded by Mayor Parente, the Board moved to adjourn into executive session at 9:45pm to discuss potential litigation.

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The Board re-convened at 10:17pm. No action was taken during the executive session.

Mayor Parente confirmed that the hand scanner purchased by the East Williston Fire Department to verify attendance at fire calls has been located. She added that the device needs to be installed and in working order as soon as possible.

RESOLUTION #2021- 9 A RESOLUTION OF THE BOARD OF THE BOARD OF TRUSTEES OF THE VILLAGE OF EAST WILLISTON TO AUTHORIZE THE USE OF THE GRANT GUYS IN A LIMITED SCOPE TO PROCURE THE GRANT FUNDING FOR THE EAST WILLISTON FIRE DEPARTMENT RADIO ROOM.

On the motion of Mayor Parente, seconded by Trustee Iannone, and with Mayor Parente and Trustees Iannone, Lark and Gallo all voting “aye”, the Board authorized the use of The Grant Guys in a limited scope to procure the grant funding for the East Williston Fire Department radio room.

There being no further business, on the motion of Trustee Iannone, seconded by Trustee Lark, the meeting was adjourned at 10:28pm.