

BOARD OF TRUSTEES
INC. VILLAGE OF EAST WILLISTON
AGENDA MEETING
MONDAY, APRIL 25, 2022

Agenda meeting of the Board of Trustees of the Incorporated Village of East Williston was held on Monday, April 25, 2022 at 6:45 pm at the Village Hall, 2 Prospect Street, East Williston, New York.

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

Also present: Jared Mandel, Building Inspector

Excused from meeting: Michael Delury, Treasurer

Building Inspector Jared Mandel was present at the meeting to address the projects such as City Grows, scanning of building department property files, remote building department work, building department

With regard to the scanning of property files, the “folders” were copied, but not in an order where they could be linked together (an example building permit/inspection records and plans were not copied in any order, so it is difficult to maintain continuity of information). Also, applications were separated when scanned and not put back together.

Mayor Parente wanted the property files to be searchable for ease of review.

Mr. Mandel did not want to purchase the program from Seery Systems for these records. Perhaps the village can purchase Adobe Acrobat for this processing.

Mr. Blinkoff advised that once files are scanned electronically, they satisfy the records retention requirement.

Trustee Gallo stated that someone could go into the files and manipulate them for better usage and review.

Mayor Parente stated that Mr. Mandel could hire an individual to work on the files and the village will reimburse him.

Mr. Mandel stated that he wanted to have a request for proposal prepared for future scanning of documents.

Mr. Mandel addressed the issue of tree removal permits.

Mayor Parente asked that Mr. Blinkoff to redraft the villages code pertaining to trees.

Points to be included:

- When a tree is removed, a requirement to replant a tree on the same side of the street.
- When an application to remove a tree is received by the village, the resident would need to select from a list of accepted arborists.
- The resident must arrange for the replanting of a new tree.
- If a tree is removed due to construction on the home, the permit will not be closed out until the new tree is planted.
- Fines for removal of a tree without a permit should be increased from the current \$1,000, to a minimum of \$5,000 to a maximum of \$10,000.

Ms. Kreisman added that the village has been contracting the arborist services of David Shelly at a fee of \$150 per visit to each property. His services are used as a professional.

Mayor Parente asked that Mr. Basel work with Mr. Mandel to have the tree permit applications placed on City Grows.

Mr. Mandel stated there are many homes where permits were not obtained for fences, driveways, air conditioning compressors and the like. He was hoping that a new code enforcement employee could drive around the and report back possible violations.

Mayor Parente felt that the public works employees could perform this function, since they are no longer reading water meters.

Trustee Lark did not feel that this was a good idea, as public works employees are out in the community and need to maintain a neutral presence.

Mr. Mandel stated that he wanted to purchase a remote lap top computer and docking system for approximately \$5,000 for remote work.

Mayor Parente asked that he check the New York State contract to see if it can be purchased at a lower price.

Mr. Mandel asked about the status of the renovation to the conference room. The board will get a time frame from Michael Delury and status of grant from Legislator Nicoletto's office.

Mayor Parente asked Mr. Blinkoff about the status of local laws and implementation of E360 village code on line.

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Mr. Blinkoff stated that he should have the laws for the clerk to sign in a few weeks. Then they will be sent to the Secretary of State.

Mr. Mandel will submit a bill for Ryan Haseker's time of 195 hours in setting up City Grows. H would also like Mr. Haseker to start building department work flows.

In the event a data entry employee is needed for building permits/plumbing permits the wage will be \$15.00 per hour.

Mr. Blinkoff stated that starting June 8th, village meetings will need to be streamed.

Mr. Basel stated that the village is obtaining quotes for replacement of the railroad tie retaining wall in the toddler park.

Mayor Parente wanted the speed bumps re-installed on Bengeyfield Drive. She also wanted a second set purchased for installation in another part of the village.

Mayor Parente wanted the requisition for use of the village hall to be expanded for use of all village properties (village green, parking lot, parks, etc.).

The Board felt that the Library should be informing the Board of Trustees that some of their sponsored activities are not appropriate, and that some activities should be sponsored through the village.

The Board discussed the donated painting of the train station from Richard Hampel.

There being no further business, on the motion of Trustee Dunne, seconded by Trustee Iannone, the meeting was adjourned at 9:40 pm