

MINUTES  
**BOARD OF TRUSTEES**  
**AGENDA MEETING /WORK SESSION**  
VILLAGE OF EAST WILLISTON  
September 26, 2023

An agenda meeting of the Board of Trustees of the Inc. Village of East Williston, New York, was held in Village Hall, at 2 Prospect Street, on Tuesday, September 26, 2023.

Present:	Bonnie Parente	Mayor
	James Lark	Trustee
	Anthony Gallo	Trustee
Also Present:	Joanna Palumbo	Village Clerk
	Jeffrey Blinkoff	Village Attorney
	Michael Delury	Treasurer
	Bonnie Kreisman	Secretary to the Board
	Elissa Jansen	Deputy Village Clerk

Excused from the meeting: James Iannone, Deputy Mayor  
Raphaella Dunne, Trustee

Mayor Parente called the meeting to order at 7:00 p.m. and verified the presence of a quorum.

A motion to authorize the Mayor to sign the contract with Edmunds/Govtech for software suite for real property tax, utility billing, collections, permitting, code enforcement, permitting self-service, A/R & business licensing was made by Mayor Parente, seconded by Trustee Gallo. **The motion was passed unanimously.**

A motion to go into Executive Session at 7:31 p.m. was made by the Mayor, seconded by Trustee Gallo. **The motion was passed unanimously.**

No action was taken.

A motion to come out of Executive Session at 7:37 p.m. was made by the Mayor, seconded by Trustee Lark. **The motion was passed unanimously.**

A motion to approve an increase to the consulting fee for the village water operator to \$250.00 per month was made by Trustee Gallo, seconded by Trustee Lark. **The motion was passed unanimously.**

A resolution #12-2023 to approve an adjustment to the adopted 2022-2023 budget to reflect actual & projected results to the General Fund & Water Fund for fiscal year end May 31, 2023 was made by Trustee Gallo, seconded by Trustee Lark. **The motion was passed unanimously.**

A resolution #13-2023 to approve an adjustment to the adopted 2023-2024 budget to increase the NYS retirement projected expenses for fiscal year end May 31, 2024 was made by Trustee Gallo, seconded by Trustee Lark. **The motion was passed unanimously.**

A resolution #14-2023 to approve an adjustment to the adopted 2023-2024 budget to reflect actual & projected labor costs for fiscal year end May 31, 2024 was made by Trustee Gallo, seconded by Trustee Lark. **The motion was passed unanimously.**

A motion to approve the amended procurement policy to align with General Municipal Law subsection 103 was made by Mayor Parente, seconded by Trustee Gallo. **The motion was passed unanimously.**

A motion to close the meeting at 8:19 p.m. by Mayor Parente, seconded by Trustee Gallo. **The motion was passed unanimously.**

**Joanna E. Palumbo, Village Clerk**  
**September 27, 2023**

**Approved by the Board of Trustees: October 17, 2023**

9/26

**The resolution is intended to properly Align and Adjust the ADOPTED 2022-2023 BUDGET to reflect Actual and Projected results for Fiscal Year end May 31,2023.**

The 2 Funds which have been adjusted are : GENERAL FUND AND WATER FUND.

Primarily the adjustments were due to a Deputy Clerk left the Village in the 4<sup>th</sup> Quarter of 2022 and the Village Budget included a 3<sup>rd</sup> person which was not staffed until January 2023.

The Adjustments to the Water Fund were primarily less repair costs ( Less Water Main breaks than budgeted) and there were no funds needed from the Contingency line.

**RESOLUTION # 12 -2023**

On the motion of Trustee Gallo seconded by Trustee Lark, and with Trustee(s) Mayor Parente Mallo Lark

all voting , the Board authorized the Budget Adjustments be made to the ADOPTED 2022-2023 BUDGET.

I, JOANNA E. PALUMBO, Village Clerk of the VILLAGE OF EAST WILLISTON hereby certify that the above referenced resolution is a true and accurate excerpt from the minutes of the meeting of THE MAYOR AND BOARD OF TRUSTEES of the Village of East Williston held on Tuesday September 26, 2023.

*approved.*

Dated: September 26, 2023

VILLAGE OF EAST WILLISTON

**VILLAGE OF EAST WILLISTON**  
**BUDGET ADJUSTMENT - RESOLUTION # \_\_\_\_ 2023-**  
**Motion to Amend 2022-2023 Adopted Budget**

**GENERAL FUND:**

<u>ACCOUNT</u>			<u>Description</u>	<u>2022-2023</u> <u>ADOPTED</u> <u>Budget</u>	<u>2022-2023</u> <u>ADJUSTED</u> <u>Budget</u>	<u>Change in</u> <u>AMOUNT</u>	
A00-0000	1720	0000	Parking Revenue	\$ 10,000.00	\$ 8,000.00	\$ (2,000.00)	
A00-0000	2560	0000	Street Opening Permits	\$ 25,000.00	\$ 10,000.00	\$ (15,000.00)	
A00-0000	2655	0000	Minor Sales	\$ 3,000.00	\$ 33,000.00	\$ 30,000.00	Fd Sale of Truck
A00-0000	2001	0000	Tennis	\$ 69,000.00	\$ 65,000.00	\$ (4,000.00)	
A00-0000	2001	0001	Yoga	\$ -	\$ 300.00	\$ 300.00	
A00-0000	2001	0002	Kids Yoga	\$ -	\$ 2,500.00	\$ 2,500.00	
A00-0000	2001	0005	Pickleball	\$ -	\$ 800.00	\$ 800.00	
A00-1325	0400	0000	Contractual - Treasurer	\$ 1,000.00	\$ 4,000.00	\$ 3,000.00	
A00-1410	0100	0000	Village Clrk - Personnel	\$ 216,000.00	\$ 206,000.00	\$ (10,000.00)	
A00-1410	0400	0000	Village Clrk - Contractual	\$ 25,000.00	\$ 18,000.00	\$ (7,000.00)	
A00-1410	0400	0001	OFFICE SUPPLIES	\$ -	\$ 2,000.00	\$ 2,000.00	
A00-1410	0400	0002	Payroll Processing	\$ -	\$ 1,000.00	\$ 1,000.00	
A00-1460	0400	0000	Records Management	\$ 4,000.00	\$ 5,000.00	\$ 1,000.00	
A00-3989	0100	0000	Public Safety - Personnel	\$ -	\$ 4,000.00	\$ 4,000.00	
A00-3989	0400	0000	Public Safety - Contractual	\$ 4,000.00	\$ -	\$ (4,000.00)	
A00-7110	0400	0001	Tennis Instructor	\$ -	\$ 45,000.00	\$ 45,000.00	
A00-7280	0400	0000	Recreation	\$ 45,000.00	\$ -	\$ (45,000.00)	
A00-5110	0100	.0000	Street Maint. Personnel	\$ 41,000.00	\$ 35,000.00	\$ (6,000.00)	
A00-7110	0100	.0000	Parks Maint. - Personnel	\$ 120,000.00	\$ 96,000.00	\$ (24,000.00)	
A00-7620	0400	0000	Senior Program	\$ 3,000.00	\$ 4,000.00	\$ 1,000.00	
A00-8160	0400	0000	SANITATION	\$ 395,080.00	\$ 402,080.00	\$ 7,000.00	
A00-8160	0500	0000	SANITATION- Dumpsters	\$ 12,000.00	\$ 6,000.00	\$ (6,000.00)	
A00-9010	0800	0000	NYS Retirement	\$ 62,500.00	\$ 51,000.00	\$ (11,500.00)	
F00-8320	0400	0000	Cost of water	\$ 700,000.00	\$ 690,000.00	\$ (10,000.00)	
F00-8310	0400	0001	Consult- PACE	\$ -	\$ 1,500.00	\$ 1,500.00	
F00-8310	0400	0002	Consult- D & B	\$ -	\$ 1,000.00	\$ 1,000.00	
F00-8310	0400	0003	Consult- H2M	\$ -	\$ 500.00	\$ 500.00	
F00-8340	0100	0000	Repairs	\$ 60,000.00	\$ 35,000.00	\$ (25,000.00)	
F00-9000	0900	0000	Contingency	\$ 10,000.00	\$ -	\$ (10,000.00)	

The resolution is intended to properly Align and Adjust the ADOPTED 2022-2023 BUDGET to reflect actual and projected results for fiscal year end May 31,2023.

The 2 Funds which have been adjusted are : GENERAL FUND AND WATER FUND.

Primarily the adjustments were due to a Deputy Clerk left the Village in the 4<sup>th</sup> Quarter of 2022 and the Village Budget included a 3<sup>rd</sup> person which was not staffed until January 2023.

The Adjustments to the Water Fund were primarily less repair costs ( Less Water Main breaks than budgeted) and there were no funds needed from the Contingency line.

RESOLUTION # 12 -2023

On the motion of Trustee \_\_\_\_\_ seconded by Trustee \_\_\_\_\_, and with  
Trustee(s) \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

all voting , the Board authorized the Budget Adjustments be made to the ADOPTED 2022-2023 BUDGET.

I, JOANNA E. PALUMBO, Village Clerk of the VILLAGE OF EAST WILLISTON hereby certify that the above referenced resolution is a true and accurate excerpt from the minutes of the meeting of THE MAYOR AND BOARD OF TRUSTEES of the Village of East Williston held on May 15, 2023.

Dated: May 15, 2023

VILLAGE OF EAST WILLISTON



**The resolution is intended to properly Align and Adjust the  
ADOPTED 2023-2024 BUDGET  
to reflect actual and projected EXPENDITURES for fiscal year  
end May 31, 2024**

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1. Increase NYS Retirement account to \$ 64,800 from \$62,500 to reflect projected expenses (A00-9010-0800-0000).

**RESOLUTION # <sup>13</sup>10-2023 –**

On the motion of Trustee Gallo seconded by Trustee Larke, and with Trustee(s) Mayor Parente, Trustee Gallo, Trustee Larke

all voting, the Board authorized the Budget Adjustments be made to the ADOPTED 2023-2024 BUDGET.

I, JOANNA E. PALUMBO, Village Clerk of the VILLAGE OF EAST WILLISTON hereby certify that the above referenced resolution is a true and accurate excerpt from the minutes of the meeting of THE MAYOR AND BOARD OF TRUSTEES of the Village of East Williston held on Tuesday September 26, 2023.

*approved*

Dated: September 26, 2023

VILLAGE OF EAST WILLISTON

**RESOLUTION TO ADJUST THE 2023-2024 BUDGET –  
To reflect Actual and Projected Labor Costs through May 31 2024**

The resolution is intended to properly Align and Adjust the ADOPTED 2023-2024 BUDGET to reflect actual and projected EXPENDITURES for fiscal year end May 31, 2024

<u>Budget Line Item</u>	<u>Title</u>	<u>Increase Budget Line</u>
A00-1410-0100-0000	VILLAGE OFFICE	\$22,300.00
A00-3620-0100-0000	BLDG. INSPECTOR	\$12,200.00
A00-3989-0100-0000	Code Enforcement Security	<u>\$10,500.00</u>
Total		\$45,000.00

RESOLUTION # <sup>14</sup>~~13~~-2023 –

On the motion of Trustee Gallo seconded by Trustee Lark, and with Trustee(s) Gallo, Lark, Mayor Parente all voting, the Board authorized the Budget Adjustments be made to the ADOPTED 2023-2024 BUDGET.

I, JOANNA E. PALUMBO, Village Clerk of the VILLAGE OF EAST WILLISTON hereby certify that the above referenced resolution is a true and accurate excerpt from the minutes of the meeting of THE MAYOR AND BOARD OF TRUSTEES of the Village of East Williston held on Tuesday September 26, 2023.

Dated: September 26, 2023

VILLAGE OF EAST WILLISTON

LABOR BUDGET ADJUSTMENTS 2023-2024																				
FUND	DEPT A/C#	Title	2023	2023	2023	2023	2023	2023	2023	2023	2023	2023	2023	2023	2024	2024	2024	2024	ADPTED BUDGET 2023- 2024	BUDGET ADJUSTMENT NEEDED
			JUNE 2023	JULY 2023	AUGUST 2023	SEPT. 2023	OCTOBER 2023	NOVEMBER 2023	DECEMBER 2023	JANUARY 2024	FEBRUARY 2024	MARCH 2024	APRIL 2024	MAY 2024	PROJECTED 2023- 2024	PROJECTED 2023- 2024				
A	General	Trustees	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 30,000	\$ 30,000	\$ -
A	General	Justice Court	\$ 1,233	\$ 1,233	\$ 1,233	\$ 1,233	\$ 1,233	\$ 1,233	\$ 1,233	\$ 1,233	\$ 1,233	\$ 1,233	\$ 1,233	\$ 1,233	\$ 1,233	\$ 1,233	\$ 1,233	\$ 14,798	\$ 14,400	\$ (396)
A	General	Mayor	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 15,000	\$ 15,000	\$ -
A	General	Treasurer	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ 57,000	\$ 57,000	\$ -
A	General	Clerk	\$ 8,333	\$ 8,333	\$ 8,333	\$ 8,333	\$ 8,333	\$ 8,333	\$ 8,333	\$ 8,333	\$ 8,333	\$ 8,333	\$ 8,333	\$ 8,333	\$ 8,333	\$ 8,333	\$ 8,333	\$ 99,996	\$ 92,000	\$ (7,996)
A	General	Dep. Clerk	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 60,000	\$ 60,000	\$ -
A	General	Secto Board	\$ 6,250	\$ 6,250	\$ 6,250	\$ 6,250	\$ 6,250	\$ 6,250	\$ 6,250	\$ 6,250	\$ 6,250	\$ 6,250	\$ 6,250	\$ 6,250	\$ 6,250	\$ 6,250	\$ 6,250	\$ 75,000	\$ 64,000	\$ (11,000)
A	General	Helper	\$ -	\$ -	\$ -	\$ 189	\$ 378	\$ 378	\$ 378	\$ 378	\$ 378	\$ 378	\$ 378	\$ 378	\$ 378	\$ 378	\$ 378	\$ 3,213	\$ -	\$ (3,213)
A	General	Blgd Inspector	\$ 3,390	\$ 3,846	\$ 3,846	\$ 3,846	\$ 3,846	\$ 3,846	\$ 3,846	\$ 3,846	\$ 3,846	\$ 3,846	\$ 3,846	\$ 3,846	\$ 3,846	\$ 3,846	\$ 3,846	\$ 45,666	\$ 33,500	\$ (12,166)
A	General	SECURITY	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 14,400	\$ 4,000	\$ (10,400)
A	General	DPW	\$ 3,322	\$ 3,018	\$ 3,018	\$ 3,018	\$ 3,018	\$ 3,018	\$ 3,018	\$ 3,018	\$ 3,018	\$ 3,018	\$ 3,018	\$ 3,018	\$ 3,018	\$ 3,018	\$ 3,018	\$ 36,520	\$ 40,000	\$ (3,480)
A	General	Parks	\$ 9,368	\$ 9,056	\$ 9,056	\$ 13,584	\$ 9,056	\$ 9,056	\$ 9,056	\$ 9,056	\$ 9,056	\$ 9,056	\$ 9,056	\$ 9,056	\$ 9,056	\$ 9,056	\$ 9,056	\$ 118,040	\$ 120,000	\$ (1,960)