

**BOARD OF TRUSTEES**  
**INC. VILLAGE OF EAST WILLISTON**  
**DECEMBER 27, 2011**  
**AGENDA MEETING**

Agenda Meeting of the Board of Trustees of the Incorporated Village of East Williston was held on Tuesday, December 27, 2011 at 7:00 p.m. at the Village Hall, 2 Prospect Street, East Williston, New York.

There were present: Mayor David E. Tanner, Trustees Michael A. Braitto, John F. Ferro, Bonnie L.S. Parente, Caroline DeBenedittis, Village Attorney Jeffrey L. Blinkoff, Treasurer Virginia M. Masterson, Village Clerk Marie L. Hausner.

Also present: Frank Sluter, CPA, Harry Meyer and Patrick Theodore.

Frank Sluter from the firm of Satty, Cohen and Ciacco, the Village's auditors presented the draft audit documents for the fiscal year ended May 31, 2011. He noted that the information presented is a "snap shot" of the Village's finances as of May 31, 2011. He added that the Village's liability is low.

Mayor Tanner asked if the auditors would look into the inclusion of the DASNY grants in the report. There are two grants for \$100,000 each.

Mr. Sluter touched upon the subjects of internal controls, dating claim vouchers when the Board signs the documents, creation of a cell phone and internet policy, the position of the court clerk as an independent contractor

**RESOLUTION NO. 33-2011 ACCEPTING THE AUDITED FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED MAY 31, 2011.**

On the motion of Mayor Tanner, seconded by Trustee Parente, and with Mayor Tanner and Trustees, Braitto, Ferro, DeBenedittis and Parente all voting "aye" the Board unanimously approved the acceptance of the audited financial statements for the fiscal year ended May 31, 2011.

Dr. Kevin Marzo met with the Board to discuss the possibility of organizing a formalized "help your neighbor program". Teens and college aged people could sign up with the Village and be paired with elderly or infirmed neighbors who cannot shovel their walks or remove ice after a storm (perhaps could be organized by quadrant). Mr. Blinkoff will review the legal ramifications of organizing such a program (waivers, insurance, liability). The young people would not solicit for money. This could be a way for students to obtain community service hours.

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Chief Patrick Theodore informed the Board that the Town of North Hempstead has proposed a local law requiring residents to clear snow and ice from around fire hydrants in front of homes. He asked if they Village would want to consider the same. The Village would check to see if Nassau County has such a law required shoveling of hydrants.

The Board directed the clerk to ensure that the hydrant flags are placed on the hydrants by the Department of Public Works.

The Board was advised that the Fire Department siren arrived today. Chris Siciliano would be notified to contact William Titterton to come and install the hydrant.

A quote was received from Reality Roofing for both temporary and permanent repair of the flat roof over the Fire Department. Temporary repairs should be made as soon as possible, with permanent repairs made in the next fiscal year.

**RESOLUTION NO. 34-2011 APPROVING THE QUOTATION FROM KEY SIGNALS, INC. FOR THE INSTALLATION OF TWO PANIC BUTTONS IN THE VILLAGE OFFICE AND EAST WILLISTON LIBRARY AT A COST OF \$1,100.00 AND CENTRAL STATION MONITORING FOR \$240.00 PER YEAR.**

On the motion of Trustee Parente, seconded by Trustee DeBenedittis, and with Mayor Tanner and Trustees, Braitto, Ferro, DeBenedittis and Parente all voting "aye" the Board unanimously approved the quotation from Key Signals, Inc. for the installation of two panic buttons in the Village office and the East Williston Library at a cost of \$1,100.00 and central station monitoring for \$240.00 per year.

Trustee Braitto stated that the Fire Department ordered masks and Nomex hoods. A purchase order will soon be requested by Coastal Fire Systems.

Trustee Braitto reviewed costs to construct the garage structure for the antique fire truck. Colonial Crafters would pay workers prevailing wage for construction of the frame for \$15,000. E.W. Blacktop and Concrete would install concrete for \$2,500. Roofing would cost \$1,500 and electrical would cost \$1,000. Pioneer will supply the building materials. The Fire Department exempts will pay the Village a monthly rent of \$750 for utility costs and use of the property. When the truck is not owned by the Fire Department any longer, the building will go back to the Village.

Mr. Blinkoff reviewed documentation provided by the East Williston Little League for refurbishing the field at Devlin Field. The Board asked Mr. Blinkoff to request a performance bond from the turf manufacturer/installer.

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Trustee Parente expressed that she was displeased with the way the Village office handled her question regarding the placement of flag poles in front yards. Her question was not followed through to a complete answer. The Village Clerk took responsibility for the lack of communication and follow through in this matter.

The language in the Village Code defines structures, but does not specifically address flag poles. The Board asked that Building Inspector Robert Campagna to investigate height, diameter and location information for the wording for a local law to amend the Code with respect to this matter.

**RESOLUTION NO. 35-2011 SETTING A PUBLIC HEARING TO CONSIDER A LOCAL LAW TO THE CODE OF THE VILLAGE OF EAST WILLISTON SECTION 160-4 B. DEALING WITH STRUCTURES TO THE EXTENT IT PERTAINS TO FLAG POLES.**

On the motion of Trustee Braitto, seconded by Mayor Tanner, and with Mayor Tanner and Trustees, Braitto, Ferro, DeBenedittis and Parente all voting "aye" the Board unanimously authorized to hold a public hearing on Wednesday, January 11, 2012 at 8:00 p.m. to consider a local law to amend the Code of the Village of East Williston Section 160-4 B dealing with structures to the extent it pertains to flag poles. The Village Clerk was directed to publish a legal notice in the official newspaper of the Village with respect to said public hearing.

**RESOLUTION NO. 36-2011 DESIGNATING THE POLLING PLACE FOR THE VILLAGE ELECTION TO BE HELD ON TUESDAY, MARCH 20, 2012 AT THE VILLAGE HALL OF THE VILLAGE OF EAST WILLISTON.**

On the motion of Mayor Tanner, seconded by Trustee Parente, and with Mayor Tanner and Trustees, Braitto, Ferro, DeBenedittis and Parente all voting "aye" the Board unanimously designated the polling place for the Village election on Tuesday, March 20, 2012, at the East Williston Village Hall, 2 Prospect Street, East Williston, New York.

**RESOLUTION NO. 37-2011 AUTHORIZING THE VILLAGE TO SOLICIT SEALED BIDS FOR THE CONTRACT FOR SANITATION SERVICES.**

On the motion of Mayor Tanner, seconded by Trustee Parente, and with Mayor Tanner and Trustees, Braitto, Ferro, DeBenedittis and Parente all voting "aye" the Board unanimously authorized to solicit sealed bids for sanitation services for a contract commencing June 1, 2012, and directed the clerk to advertise said bid in the official newspaper of the Inc. Village of East Williston.

The Board discussed the issue of dumpsters, as brought to the attention by resident Kathleen Rittel. A copy of this portion of the code will be circulated for future evaluation.

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The Board stated that they needed to discuss and address the position of Court Clerk as an independent contractor of the Village versus a position as a Village employee.

With regard to the intermunicipal agreement with the Town of North Hempstead for the reverse 311 system, Mr. Blinkoff was asked to review the issue of cross indemnification in the contract.

There being no further business, the meeting was adjourned at 11:10 p.m.