Board of Trustees Meeting  
Village of Baxter Estates  
315 Main Street, Port Washington, New York  
October 3, 2019  
6:45PM

Meeting Minutes

Present: Mayor Nora Haagenson  
Deputy Mayor Charles Comer  
Trustee Doug Baldwin  
Trustee Alice M. Peckelis  
Village Clerk-Treasurer Chrissy Kiernan  
Village Attorney Christopher J. Prior

Absent: Trustee Christopher Ficalora

Also Present: None

Mayor Haagenson opened the Meeting of the Board of Trustees at approximately 6:45PM with a verification of a quorum followed by a work session and at 7:30PM began the regular meeting with a roll call.

1. Approval of September 5, 2019 Meeting Minutes

On motion of Deputy Mayor Comer, seconded by Trustee Baldwin, it was RESOLVED to accept the minutes of the September 5, 2019 Meeting of the Board of Trustees, as presented by Clerk-Treasurer Kiernan.

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<tr>
<td>Mayor Nora Haagenson</td>
<td>Aye</td>
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<tr>
<td>Deputy Mayor Charles Comer</td>
<td>Aye</td>
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<tr>
<td>Trustee Doug Baldwin</td>
<td>Aye</td>
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<tr>
<td>Trustee Chris Ficalora</td>
<td>Absent</td>
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<tr>
<td>Trustee Alice Peckelis</td>
<td>Aye</td>
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2. Resolution to Award 2019 Leaf Collection Contract

After discussion, on motion by Deputy Mayor Comer, seconded by Trustee Baldwin, it was unanimously RESOLVED, that the Board accepts the proposal submitted by, and awards the contract to, Robert Keogh Inc., with respect to leaf removal, as it pertains to season one, at a contract price of $23,800.00, with the Board reserving its option to award to Robert Keogh Inc. the contract for season two at $24,800.00, and to award to Robert Keogh Inc. the contract for season three at $25,800.00.

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<tr>
<td>Mayor Nora Haagenson</td>
<td>Aye</td>
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<td>Deputy Mayor Charles Comer</td>
<td>Aye</td>
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<td>Trustee Doug Baldwin</td>
<td>Aye</td>
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<td>Trustee Chris Ficalora</td>
<td>Absent</td>
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<td>Trustee Alice Peckelis</td>
<td>Aye</td>
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3. Resolution to Award Contract for Retaining Wall Reconstruction at 315 Main Street, Port Washington, NY 11050

After discussion, on motion by Deputy Mayor Comer, seconded by Trustee Baldwin, it was RESOLVED that the Village Award the Contract for Retaining Wall Reconstruction at 315 Main Street, Port Washington, NY 11050, to John McGowan & Sons, Inc. of Sea Cliff, NY, the lowest qualified bidder in the amount of $34,400.00 based on the Bid Recommendation Letter dated September 30, 2019 by Village Engineer Jim Antonelli.
Mayor Nora Haagenson  
Deputy Mayor Charles Comer  
Trustee Doug Baldwin  
Trustee Chris Ficalora  
Trustee Alice Peckelis

4. Resolution to Apply for Justice Court Grant

After discussion, on motion by Trustee Baldwin, seconded by Deputy Mayor Comer, it was RESOLVED that the Village of Baxter Estates authorizes Baxter Estates Village Justice Court to apply for a New York State Justice Court Assistance Program (JCAP) Grant in the 2019-2020 grant cycle up to $30,000.00.

Mayor Nora Haagenson  
Deputy Mayor Charles Comer  
Trustee Doug Baldwin  
Trustee Chris Ficalora  
Trustee Alice Peckelis

5. Resolution to Introduce Bill 5 of 2019 to Amend Section 175-77 of the Code of the Village of Baxter Estates to permit extensions or alterations of nonconforming buildings that reduce the nonconformity

After discussion, on motion by Deputy Mayor Comer, seconded by Trustee Baldwin, it was RESOLVED to introduce Bill 5 of 2019 to amend Section 175-77 of the Code of the Village of Baxter Estates to permit extensions or alterations of nonconforming buildings that reduce the nonconformity, that enactment of such a bill into law would not have any adverse impact on the environment for purposes of SEQRA, and to hold a public hearing on November 7, 2019 to consider the bill.

Mayor Nora Haagenson  
Deputy Mayor Charles Comer  
Trustee Doug Baldwin  
Trustee Chris Ficalora  
Trustee Alice Peckelis

6. Resolution to move Village Election Day from Tuesday, March 17, 2020 to Wednesday, March 18, 2020

According to Election Law § 15-104(1)(b), in any village in which the village election is scheduled to be held on the third Tuesday of March, for any year in which the seventeenth day of March shall fall on such Tuesday, the board of trustees shall provide, by resolution, that such election shall be held on the eighteenth day of March.

After discussion, on motion by Trustee Baldwin, seconded by Deputy Mayor Comer, it was RESOLVED to move Village Election Day from Tuesday, March 17, 2020 to Wednesday, March 18, 2020.

Mayor Nora Haagenson  
Deputy Mayor Charles Comer  
Trustee Doug Baldwin  
Trustee Chris Ficalora  
Trustee Alice Peckelis

7. Resolution to Replace Street Light Fixture and Photocell on Tianderah Road

Clerk-Treasurer Kiernan informed the Board that she was notified by the Village's Street lighting maintenance contract vendor, Anker Electric, that the street light on Tianderah Road is beyond repair.

After discussion, on motion by Deputy Mayor Comer, seconded by Trustee Baldwin, it was RESOLVED to approve the replacement of the light fixture on Tianderah Road with a 53-watt LED fixture and photocell, as
proposed by Anker Electric, the Village’s Street Lighting Maintenance Contract Vendor, in the amount of $585.00.

Mayor Nora Haagenson Aye
Deputy Mayor Charles Comer Aye
Trustee Doug Baldwin Aye
Trustee Chris Ficalora Absent
Trustee Alice Peckelis Aye

8. Website Development Contract

Mayor Haagenson expressed her satisfaction and that of other Village users with the completion of the 2019 Website Development Contract and noted that final payment under the contract to independent contractor Ashley Baldwin is now in order, as reflected in the Abstract of Vouchers.

9. Concerns with Hilltop Milling and Paving Project

Trustee Peckelis expressed concern that stormwater runoff onto her property, 1 Hilltop Road, appeared to her to have been caused by the recent Hilltop Road milling and paving project. In response to inquiries by Trustee Baldwin and Deputy Mayor Comer, Trustee Peckelis noted that a problem with stormwater runoff from the street existed prior to the road project, but she had not previously addressed the issue with the Village, and raised it now because she feels the issue has been exacerbated.

Mayor Haagenson reported that communication regarding this matter, and any other issues regarding the road project that the Clerk’s office has received, have been forwarded to the Village Engineer for response. The Mayor related the Engineer’s observation that his review of the issues depends in part on a significant rain fall occurring, so that any impacts can be evaluated. Therefore, the Village awaits the Engineer’s report.

10. Catch Basins at the bottom of Hilltop Road

Trustee Peckelis informed the Board of two problematic catch basins, located at the bottom of Hilltop Road across from #1 Hilltop Road and directly south adjacent to #1 Hilltop Road, and asked Clerk-Treasurer Kiernan to contact the Village Engineer to investigate the matter. Trustee Peckelis also asked Clerk-Treasurer Kiernan to contact the Village Engineer regarding the condition of the asphalt collar around the catch basin adjacent to #1 Hilltop Road.

11. Approval of Voucher Claims

After discussion, upon motion made by Deputy Mayor Comer, seconded by Trustee Baldwin, it was unanimously RESOLVED that the Audited Vouchers dated October 3, 2019 for the General Fund totaling $93,163.60, be and hereby are approved as prepared by Clerk-Treasurer Kiernan.

Mayor Nora Haagenson Aye
Deputy Mayor Charles Comer Aye
Trustee Doug Baldwin Aye
Trustee Chris Ficalora Absent
Trustee Alice Peckelis Aye


Clerk-Treasurer Kiernan provided the Board of Trustees with a Financial Report & Audit.
There being no further business before the Board, on motion of Deputy Mayor Comer, seconded by Trustee Baldwin, it was RESOLVED that the meeting be and hereby is adjourned at 8:30PM.

Christina R. Kiernan, Village Clerk-Treasurer