

Board of Trustees Meeting
Village of Baxter Estates
June 1, 2022
6:45 PM

Meeting Minutes

Present:	Mayor	Nora Haagenson
	Deputy Mayor	Charles Comer
	Trustee	Alice Peckelis
	Trustee	Jeffrey Eluto
	Village Clerk-Treasurer	Meghan Kelly
	Village Attorney	Christopher J. Prior, Esq.
Also Present:	Public Member	Gerard Terry
	Public Member	Joan Chromy
	Public Member	George Autz
	Public Member	Shahnaz Autz
	Blank Slate Media	Steven Kellner
Absent:	Trustee	Maria Branco

1. Work Session

The Board convened their work session at 6:45PM and discussed the following:

- A. The possibility of partnering with a payroll company.
- B. Changes to the legalization fee schedule.
- C. The need for heightened IT security.
- D. Temporary changes to parking restrictions on Locust Avenue on Election Days.
- E. Updates necessary to the Village's Comprehensive Emergency Management Program.

2. Public Hearing - Local Law Number 2 of 2022 a local law extending a temporary moratorium on the development of any parcel of real property within Business A District of the Village of Baxter Estates intended for residential use of any kind or capacity.

Mayor Haagenson opened the public hearing at 7:30PM advertised in the May 18, 2022, issue of the Port Washington News to consider Local Law Number 2 of 2022.

Mayor Haagenson invited public comment, Joan Chromy asked the Board what kind of changes they were considering, making a comment to be careful about overdevelopment. Shahnaz Autz questioned the Board about the wording of Health, Welfare and Safety. George Autz made a comment to be careful and to consider all the potential ramifications that the code changes could have on the community. The Board members answered the questions and considered all the issues raised. No action was taken.

At 7:49PM, on motion by Deputy Mayor Comer, seconded by Trustee Peckelis, it was unanimously, **RESOLVED** to close the public meeting.

A verbatim transcript of the Public Hearing is annexed to and incorporated into these minutes, hereby annexed as Exhibit A.

3. Resolution to Approve Local Law Number 2 of 2022 a local law extending a temporary moratorium on the development of any parcel of real property within Business A District of the Village of Baxter Estates intended for residential use of any kind or capacity.

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On motion by Trustee Peckelis, seconded by Deputy Mayor Comer, it was unanimously, **RESOLVED** to approve Local Law Number 2 of 2022 a local law extending a temporary moratorium on the development of any parcel of real property within Business A District of the Village of Baxter Estates intended for residential use of any kind or capacity, hereto annexed as Exhibit B.

4. Approval of Meeting Minutes of May 4, 2022

On a motion by Deputy Mayor Comer, seconded by Trustee Peckelis, it was unanimously **RESOLVED** to accept the draft minutes of the May 4, 2022 Regular Meeting of the Board of Trustees.

5. Confirmation of Mayoral Appointment of Maria Branco to Manhasset Bay Protection Committee

On a motion by Trustee Peckelis, seconded by Trustee Eluto, it was unanimously **RESOLVED** to confirm Mayor Haagenson's appointment of Maria Branco to the Manhasset Bay Protection Committee to fill the vacancy of Michael Malloy for an unexpired term to end one day prior to the April 2023 meeting.

6. Confirmation of Mayoral Appointment of Michael Malloy to Tree Commission

On a motion by Trustee Eluto, seconded by Deputy Mayor Comer, it was unanimously **RESOLVED** to confirm Mayor Haagenson's appointment of Michael Malloy to the Tree Commission to fill the vacancy of Paul Mauriello for an unexpired term to end one day prior to the April 2023 meeting.

7. Approval of Catch Basin Cleaning Estimates

On a motion by Deputy Mayor Comer, seconded by Trustee Peckelis, it was unanimously **RESOLVED** to accept the lowest quote, Dejana Industries at a rate of \$2,496.00 per day, not to exceed 5 days.

8. Approval of New Barricades for Tianderah Road

On a motion by Deputy Mayor Comer, seconded by Trustee Eluto, it was unanimously **RESOLVED** to purchase 6 barricades from Traffic Safety Store, at a price of \$108.60 each.

9. Approval of Quote for Misc. Village Hall Yard Work

On a motion by Deputy Mayor Comer, seconded by Trustee Eluto, it was unanimously **RESOLVED** to accept the quote from Robert Keogh Inc. for leader repairs and improvements, for \$1,645.00 and to relocate a portion of existing stones behind the new shed for \$1,120.00, a total of \$2,765.00.

10. Resolution to Approve IT Quotes

On a motion made by Trustee Peckelis, seconded by Trustee Eluto, it was unanimously, **RESOLVED** to accept the quote from BLPC for \$289.00 to provide IT services and security for 12 consecutive months from date of contract.

11. Resolution to Approve Upgrade to QuickBooks Online

On a motion made by Trustee Eluto, seconded by Deputy Mayor Comer, it was unanimously, **RESOLVED** to approve the purchase of a QuickBooks Online Subscription for \$25.00 per month.

12. Resolution to Approve Proposed Building Department Fee Schedule

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On a motion made by Deputy Mayor Comer, seconded by Trustee Peckelis, it was unanimously, **RESOLVED** to adopt the proposed Building Department Fee Schedule, hereby annexed to these minutes as Exhibit C.

13. Resolution to Allow Parking on Locust Avenue from 6AM to 9PM on June 28th

On a motion made by Trustee Peckelis, seconded by Trustee Eluto, it was unanimously, **RESOLVED** to allow for parking without restriction on Locust Avenue from 6AM to 9PM on June 28th.

14. Approval of Vouchers

After discussion, upon motion made by Deputy Mayor Comer, seconded by Trustee Eluto, it was unanimously, **RESOLVED** that the Abstract of Audited Claims dated June 1, 2022, for the General Fund totaling \$75,309.91, are approved for payment.

15. Financial Report & Audit

Clerk-Treasurer Kelly provided the Board of Trustees with the Financial Report and recommended budget modifications.

On a motion by Deputy Mayor Comer, seconded by Trustee Peckelis it was unanimously **RESOLVED** to authorize Clerk Treasurer Kelly make the following budget modifications:

\$320.00	from	A1990.0 – Contingent Account	to	A1010.4 – Board of Trustees
\$2500.00	from	A1990.0 – Contingent Account	to	A1410.10 – Personal Services
\$3300.00	from	A1990.0 – Contingent Account	to	A1410.11 – Deputy Village Clerk
\$75.00	from	A1990.0 – Contingent Account	to	A1410.41 – Supplies
\$610.00	from	A1990.0 – Contingent Account	to	A1620.43 – Utilities
\$580.00	from	A1990.0 – Contingent Account	to	A1620.44 – Contractual

Recognizing \$100,000 of a grant towards A3599 State Aid for the parking lot and retaining wall and transferring it to 1620.2 – Building to fund the grant expenditures.

16. Clerk's Public Works & Public Safety Report

Clerk-Treasurer Kelly provided a Public Works & Public Safety Report.

There being no further business before the Board, on motion made by Deputy Mayor Comer, seconded by Trustee Peckelis, it was unanimously, **RESOLVED** that the meeting be and hereby is adjourned at 8:56 PM.

Meghan Kelly, Village Clerk-Treasurer