

Board of Trustees Meeting
Village of Baxter Estates
January 4, 2023
6:45 PM

Meeting Minutes

Present:	Mayor	Nora Haagenson
	Deputy Mayor	Charles Comer
	Trustee	Alice Peckelis
	Trustee	Maria Branco
	Village Clerk-Treasurer	Meghan Kelly
	Village Attorney	Christopher Prior, Esq.

Absent:	Trustee	Jeffrey Eluto
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1. Work Session

The Board convened their work session at 6:45PM and discussed engineering services and the 2023-2024 Budget Hearing.

2. Public Hearing – 2022 Port Washington Volunteer Fire & EMS Protection Contract commencing January 1, 2022 and ending December 31, 2022

At approximately 7:30 PM Mayor Haagenson opened the Public Hearing duly advertised in the November 16, 2022, issue of the Port Washington News for the 2023 Port Washington Volunteer Fire & EMS Protection Contract commencing January 1, 2023 and expiring December 31, 2023.

On motion by Deputy Mayor Comer, seconded by Trustee Peckelis, it was unanimously **RESOLVED** to close the public hearing.

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

3. Resolution to Approve the 2023 Port Washington Volunteer Fire & EMS Protection Contract commencing January 1, 2023 and ending December 31, 2023.

On motion by Deputy Mayor Comer, seconded by Trustee Peckelis, it was unanimously **RESOLVED** to approve the 2023 Port Washington Volunteer Fire & EMS Protection Contract commencing January 1, 2023 and expiring December 31, 2023, at a cost to the Village of \$115,584.00 which does not include contributions made towards the Length of Service Awards Program (LOSAP), subject to approval by the Mayor after receiving clarification on the Village's responsibility for payment.

4. Approval of Meeting Minutes of December 7, 2022.

On a motion by Deputy Mayor Comer, seconded by Trustee Peckelis, it was unanimously **RESOLVED** to accept the draft minutes of the December 7, 2022, Regular Meeting of the Board of Trustees.

5. 2023 Village Election

Clerk-Treasurer Kelly presented a copy of a resolution for the upcoming 2023 Village Election in accordance with Election Law Section #15-118(3).

On a motion made by Deputy Mayor Comer, seconded by Trustee Peckelis, it was unanimously **RESOLVED** as follows:

WHEREAS, the Board of Trustees hereby ratifies and confirms, with respect to the 2023 Village Election, in accordance with Election Law Section #15-118(3), that (i) there has not been, and shall be, no Village personal Registration Day to determine persons eligible to vote in Village Elections, and (ii) voter eligibility in Village

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Elections shall be determined in accordance with laws, rules and regulations applicable in the absence of such a Village personal registration days, unless and until the Board of Trustees, by resolution duly adopted, reinstates Village Personal Registration Day with respect to the 2023 Village Election, and

FURTHER RESOLVED, that all Village of Baxter Estates residents registered with the Nassau County Board of Elections are eligible to vote in the Village Election, and

FURTHER RESOLVED, that the election inspectors shall be selected from the list of certified inspectors supplied by the Nassau County Board of Elections and that should there be a shortage of election inspectors within the Election District of the Village of Baxter Estates, that the selection extend the residency of inspectors to Nassau County to satisfy New York State Election Law conditions for selecting election inspectors, and

FURTHER RESOLVED that Angela Smith and Marylou Ogren be hereby designated and appointed to act as Inspectors of Election at the rate of \$15 per hour plus one meal and beverages per Election Inspector at a cost not to exceed \$25 each, with Angela Smith presiding as Election Chairperson: and

FURTHER RESOLVED that prior to the start of the March 21, 2023 Village Election, the Inspectors must meet to adopt, use or copy from the registration list, certified and supplied by the Nassau County Board of Elections, the names appearing thereon of all persons residing in the Village and qualified to vote at such forthcoming general Village Election; and

FURTHER RESOLVED, that the Village Election will be held on Tuesday, March 21, 2023, and that the official polling place will be Village Hall, located at 315 Main Street, Port Washington NY and said polling place shall be opened at noon of said day and shall close at 9:00 PM.

6. Public Hearing - Bill 4 of 2022, A local law amending and restating in its entirety Chapter 144, "Property Maintenance," of the Code of the Village of Baxter Estates.

Mayor Haagenson opened the public hearing duly advertised in the December 21, 2022, issue of the Port Washington News to consider Bill 4 of 2022.

It was noted at the last meeting, where the bill was introduced that there was a rough draft of the law that was circulated to the board prior to the December meeting. There was extensive work done to the document and the bill is still in draft form requiring more work to be done before approval. For that reason, counsel recommends adjourning the Public Hearing until the next meeting.

On motion by Deputy Mayor Comer, seconded by Mayor Haagenson, unanimously **RESOLVED** to adjourn the public hearing until Wednesday, February 1 at 7:30PM.

7. Resolution to Amend the Building Department Fee Schedule

On motion by Deputy Mayor Comer, seconded by Trustee Branco, it was unanimously **RESOLVED** to approve the changes to the Building Department Fee Schedule as presented by Clerk-Treasurer Kelly.

8. Approval of Vouchers

After discussion, upon motion made by Deputy Mayor Comer, seconded by Trustee Branco, it was unanimously **RESOLVED** that the Abstract of Audited Claims, dated January 4, 2023, for the General Fund totaling \$42,673.37 are approved for payment.

9. Financial Report & Audit

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

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On motion by Deputy Mayor Comer, seconded by Trustee Peckelis, it was unanimously **RESOLVED** to authorize Village Clerk-Treasurer Kelly to make the following budget modifications for the 2022-2023 Fiscal Year:

\$10,000.00 from A5112.2 – Permanent Improvements to A1964.4 – Real Property Tax Refunds
\$2,000.00 from A1990.0 – Contingent Account to A1620.2 – Building
Reclassify \$1,184.40 expense from A1410.44 – Contractual to A1410.41 – Supplies.

10. Clerk’s Public Works & Public Safety Report

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

There being no further business before the Board, on motion made by Trustee Peckelis, seconded by Trustee Branco, it was unanimously, **RESOLVED** that the meeting be and hereby is adjourned at 8:37 PM.

Meghan Kelly, Village Clerk-Treasurer