

**Board of Trustees Meeting**  
**Village of Baxter Estates**  
**December 6, 2023**  
**7:30 PM**

**Meeting Minutes**

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

**Absent:** None

Also Present: Chuck Idol, Cameryn Oakes of Blank Slate Media

Mayor Haagenson called the Monthly Meeting of the Board of Trustees to order at 6:45PM, noting the attendance of the Board members.

**1. Work Session**

The Board discussed cyber security and agenda items.

**2. Public Hearing on the 2024 Port Washington Volunteer Fire & EMS Protection Contract commencing January 1, 2024, and ending December 31, 2024.**

At approximately 7:30 PM Mayor Haagenson opened the Public Hearing duly advertised in the November 16, 2023, issue of the Port Washington News for the 2024 Port Washington Volunteer Fire & EMS Protection Contract commencing January 1, 2024, and expiring December 31, 2024.

Port Washington Fire Department Board Chairman, Chris Bollerman, gave the Board a presentation regarding the contract as proposed by the Department, and addressed proposed changes to the current contract, primarily relating to cost increases.

After discussion, and responses by Chairman Bollerman to questions from Board members, on a resolution by Deputy Mayor Comer, seconded by Trustee Branco, it was unanimously **RESOLVED** to close the public hearing at 7:41 PM.

**3. Resolution to approve the 2024 Port Washington Volunteer Fire Department (PWVFD) Contract beginning January 1, 2024, and ending December 31, 2024**

On motion by Trustee Branco, seconded by Trustee Peckelis, it was unanimously **RESOLVED**, to approve the 2024 Port Washington Volunteer Fire Department Fire & EMS Protection Contract commencing on January 1, 2024, and expiring December 31, 2024, in the amount of \$124,459.00 attached hereto as Exhibit A, and the additional Village contribution thereunder to the Length of Service Award Program "LOSAP" program.

**4. Approval of Minutes of November 8, 2023, Meeting.**

On a motion by Deputy Mayor Comer, seconded by Trustee Branco, it was unanimously **RESOLVED** to accept the draft minutes of the November 8, 2023, Monthly Meeting of the Board of Trustees.

**5. Discussion on Safety Concern at the Intersection of Locust Avenue and North Washington Street**

**Board of Trustees Meeting**  
**Village of Baxter Estates**  
**December 6, 2023**  
**7:30 PM**

The Board continued its discussion commenced at the prior meeting concerning a resident request for a stop sign to be installed on Locust Avenue at its intersection with North Washington Street. The Board members considered a petition in favor of the proposed stop sign, signed by 19 residents, all of whom live on North Washington or Green Hays, the Village roads most impacted by the stop sign.

On motion by Deputy Mayor Comer, seconded by Trustee Branco, it was unanimously **RESOLVED, that Bill No. 4 of 2023**, a bill to authorize installation of a stop sign on Locust Avenue at the northeast corner of its intersection with North Washington Street, be, and it hereby is, introduced, in the form described to the Board by the Village Attorney, and that a public hearing to consider said Bill be held by the Board at 7:30 pm, at Village Hall, on Wednesday, January 3, 2024.

**6. Appeal of Partial Denial of 11 North Washington Street Tree Removal Permit Application**

The Board continued its consideration of the appeal by Benjamin and Ashley Schapiro, owners of 11 North Washington Street, of their application for a permit to remove certain trees from their premises. The Board reviewed the report prepared by Village Arborist, Richard Gibney, attached to these minutes as **Exhibit B**, which states that “Silver Maples are fast growing, weak wooded trees with a tendency to have limb failure in high winds and storm conditions. This tree represents a medium risk in [his] opinion, but proper care could preserve it and minimize that risk. Removal would eliminate any risk along with eliminating the advantages it provides the community.”

The Board members note that the applicants previously presented expert opinions that the trees addressed in the permit application be removed for safety reasons. The Tree Commission has permitted one tree to be removed, and so only one tree, near the Applicants’ home, is now before the Board. The Board members retained Mr. Gibney to provide additional information for the Board to consider. The Board members understand the Gibney report to recognize that there is potential “medium risk,” and that proper care ‘could ... minimize that risk.’ The Board members are uncertain that proper care is clearly identified, and concerned that, if proper care is not implemented, or if implemented, done ineffectively, that the risk identified might remain. Based on all of those circumstances, the Board agreed that the denial of the application be overruled, and that the Village be directed to issue the tree removal permit sought, conditioned upon a determination by the Tree Commission as to the advisability of a replacement tree.

On motion by Trustee Peckelis, seconded by Trustee Eluto, it was unanimously **RESOLVED** to approve the removal of one Silver Maple tree, as identified in the application of Benjamin and Ashley Schapiro, owners of 11 North Washington Street, conditioned upon payment of all permit fees and tree relief deposits, and further conditioned upon compliance with all tree replacement requirements to be determined by the Tree Commission.

**7. Resolution to Accept Rate Increase from Stratus Building Solutions of Long Island, Inc. for the 2024 Calendar Year**

On motion by Deputy Mayor Comer, seconded by Trustee Peckelis, it was unanimously **RESOLVED** to approve the rate increase of 3.5%, in the amount of \$13.97 per month for a total of \$413.00 per month, beginning January 1, 2024, proposed by Stratus Building Solutions, Incorporated, for office cleaning services.

**8. Resolution to Approve Proposal from Denis O’Regan Electric, Inc. to Supply a New 54-Watt LED Post Top Fixture on Harborview Road**

The Board discussed the proposal from Denis O’Regan Electric, Inc. to supply a new 54-Watt LED post top fixture for the existing light pole on Harborview Road. Board members concluded that the current fixture provides an adequate amount of light to the road and replacement is not necessary at this time. No action was taken.

**Board of Trustees Meeting**  
**Village of Baxter Estates**  
**December 6, 2023**  
**7:30 PM**

**9. Resolution to Approve Proposal from Denis O'Regan Electric, Inc. to Install a New LED Cobra Head Streetlight on Hillside Avenue**

On motion by Deputy Mayor Comer, seconded by Trustee Branco, it was unanimously **RESOLVED** to accept the proposal from Denis O'Regan Electric, Inc. to install a new LED cobra head streetlight on Hillside Avenue at the northern corner on the pole in front of 15 Hillside Avenue.

**10. Review of Options to Install a New LED Cobra Head Streetlight at the Corner of Woodcleft Avenue and Overlook Drive**

The Board discussed the proposal from Denis O'Regan Electric, Inc. to install a new LED cobra head streetlight at the corner of Woodcleft Avenue and Overlook Drive. It was noted that there were no complaints by residents about lighting in this area and that installing a pole would come at a significant cost. The Board tabled the discussion, to be revisited in the event that the Village receives complaints about lighting in the area. No action was taken.

**11. Report from Superintendent of Buildings on the Premises at 133A Main Street**

The Board discussed input from the Village Superintendent of Buildings regarding complaints about the condition of the building at 133A Main Street, and safety concerns relating to same. On motion by Deputy Mayor Comer, seconded by Trustee Peckelis, it was unanimously **RESOLVED** to allow for the Village Clerk-Treasurer to deliver written notice to the property owner, requiring proper maintenance of the building, pursuant to Village Code Chapter 144.

**12. 10 Hillside Avenue Tree Removal Permit Appeal**

The Board discussed the appeal request from Michael and Lisa Giaramita, owners of 10 Hillside Avenue, and noted that the tree in question is leaning up against the home.

On motion by Trustee Peckelis, seconded by Trustee Eluto, it was unanimously **RESOLVED** to approve the removal of one Oak tree, as identified in the application of Michael and Lisa Giaramita, owners of 10 Hillside Avenue, conditioned upon payment of all permit fees, tree relief deposits, and further conditioned upon compliance with all tree replacement requirements to be determined by the Tree Commission.

**13. Resolution to Approve Proposal from Marvin Castillo to Remove a Dangerous and Leaning Tree at the Village Parkland on Overlook Drive**

On motion by Trustee Peckelis, seconded by Deputy Mayor Comer, it was unanimously **RESOLVED** to approve the quote from Marvin Castillo to remove a dangerous and leaning tree at the Village Parkland on Overlook Drive for \$450.00.

**14. Resolution to Approve Proposal from Creative Landscaping by Cow Bay to Repair the Ceiling on the Second Floor Bathroom**

On motion by Deputy Mayor Comer, seconded by Trustee Branco, it was unanimously **RESOLVED** to approve the quote from Creative Landscaping by Cow Bay to repair the hole in the ceiling in the second story bathroom, for an amount of \$685.00.

**15. Resolution to Approve David Abrams as Alternate Tree Commissioner**

On motion by Deputy Mayor Comer, seconded by Trustee Peckelis, it was unanimously **RESOLVED** to accept the Mayor's appointment of David Abrams to the Tree Commission as an Alternate Member.

**Board of Trustees Meeting**  
**Village of Baxter Estates**  
**December 6, 2023**  
**7:30 PM**

**16. Approval of Vouchers**

On a motion by Deputy Mayor Comer, seconded by Trustee Peckelis, it was unanimously **RESOLVED** that the Abstract of Audited Vouchers, dated December 6, 2023, for the General Fund totaling \$54,514.64 is approved for payment.

**17. 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 Village Clerk-Treasurer Kelly to make the following budget modifications for the 2023-2024 Fiscal Year:

\$94.80 from T71.16 – BZA 30 Tianderah Road to A1420.44c – Law – Legal Notices and Stenographer  
\$149.50 from T71.17 – BZA 24 Harbor Road to A1420.44c – Law – Legal Notices and Stenographer

On a motion by Deputy Mayor Comer, seconded by Trustee Peckelis, it was unanimously **RESOLVED** to transfer \$112,000.00 from the Village’s FNBLI Operating Account into the NYCLASS Money Market Account.

**18. 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 Deputy Mayor Comer, seconded by Trustee Peckelis, it was unanimously **RESOLVED** that the meeting be and hereby is adjourned at 8:11 PM.

\_\_\_\_\_  
Meghan Kelly, Village Clerk-Treasurer