

**Board of Trustees Meeting**  
**Village of Baxter Estates**  
**November 6, 2024**  
**6:45 PM**

**Meeting Minutes**

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

**Absent:** None

**Also Present:** Robert Barbach, Superintendent of Buildings; Luke Feeney, Long Island Press

**1. Work Session**

The Board convened their work session at 6:45PM and discussed several topics including new development in the Village and the Baxter Beach Project.

**2. Baxter Beach Update**

The Mayor provided the Board with an update on Baxter Beach during the work session. She noted that the Intermunicipal Agreement with the Town of North Hempstead had been approved by the Town, and that we are moving the project along as quickly as possible. The next steps include requesting intermunicipal agreements with the Village of Port Washington North and the Port Washington Water Pollution Control District to permit the placement and maintenance of portions of the Baxter Beach project that are planned to be placed on property owned by those entities.

**3. Approval of Meeting Minutes of October 16, 2024**

Upon motion by Trustee Peckelis, seconded by Trustee Price, it was unanimously **RESOLVED** to accept the minutes of the October 16, 2024, meeting of the Board of Trustees in the form presented by the Village Clerk-Treasurer.

**4. Public Hearing – Bill Number 2 of 2024, a proposed local law amending Chapter 161, “Tree Preservation and Protection,” of the Village Code, to amend Article VII thereof, and the provisions addressing tree replacements for trees permitted to be removed.**

At approximately 7:30 PM Mayor Haagenon opened the Public Hearing duly advertised in the October 3, 2024, issue of the Port Washington News for the Public Hearing on Bill No. 2 of 2024, a proposed local law amending Chapter 161, “Tree Preservation and Protection,” of the Village Code, to amend Article VII thereof, and the provisions addressing tree replacements for trees permitted to be removed.

On a motion by Deputy Mayor Comer, seconded by Trustee Branco, it was unanimously **RESOLVED** to close the public hearing at 7:35 PM.

**5. Enactment of Bill No. 2 of 2024, as Local Law No. 2 of 2024, amending Chapter 161, “Tree Preservation and Protection,” of the Village Code, to amend Article VII thereof**

After discussion, on a motion by Deputy Mayor Comer, seconded by Trustee Branco, it was unanimously **RESOLVED** to enact Bill No. 2 as Local Law No. 2 of 2024.

**Board of Trustees Meeting**  
**Village of Baxter Estates**  
**November 6, 2024**  
**6:45 PM**

**6. Public Comment Period**

Mayor Haagenson noted that there were no comments from members of the public.

**7. Review of Banking Proposals**

The Board reviewed a number of banking proposals; no action was taken.

**8. Review of Window Washing Proposals**

On a motion by Trustee Branco, seconded by Trustee Price, it was unanimously **RESOLVED** to accept the proposal from Port Washington Window Cleaning to clean the Village Hall windows, inside and out, at a cost of \$1,800.00.

**9. Approval of Amended Proposal from D&B Engineering**

After discussion and on a motion by Trustee Branco, seconded by Trustee Price, it was unanimously **RESOLVED** to accept the amended proposal, dated August 29, 2024, from D&B Engineers and Architects with respect to the Baxter Beach project, in the form attached as Exhibit A.

**10. Review of Proposal for Cleaning Companies**

The Board reviewed proposals from several vendors with respect to office cleaning services for Village Hall and took no action. The Village Clerk noted that the current vendor recently replaced its staff, and the Mayor would like to observe whether that change improves service. The Board asked the Village Clerk to keep the proposals on file for future reference as needed.

**11. Review of Proposal for Refinishing of Village Hall Floors**

The Board reviewed the proposals and took no action.

**12. Review Village Hall Office Space Rental Agreements**

The Board reviewed the rental agreements relating to office space at Village Hall not needed for Village purposes. Both agreements automatically renew on January 1, 2025, for an additional one-year term, with amended economic terms. No action was required or taken.

**13. Review of Proposals for Misc. Village Hall Improvements**

The Board addressed with the Village Clerk certain proposed improvements to the Village Hall and grounds. On a motion by Trustee Price, seconded by Deputy Mayor Comer, it was unanimously **RESOLVED** to accept the proposal from Robert Keogh, Inc. to remove bushes at Village Hall, install a new bluestone patio in the front entrance, continue the Belgian block curbing, and the repainting of our entrance doors for a total of \$10,443.00.

**14. Resolution to Close Tianderah to Vehicular Traffic not earlier than December 1, 2024, on a date to be determined by Mayor Haagenson**

On a motion by Trustee Price, seconded by Trustee Peckelis, it was unanimously **RESOLVED** to close Tianderah to vehicular traffic not earlier than December 1, 2024, on a date to be determined by Mayor Haagenson.

**Board of Trustees Meeting**  
**Village of Baxter Estates**  
**November 6, 2024**  
**6:45 PM**

**15. Winter Soirée – December 4th 4:30 PM -7 PM – Toy Collection Drive**

The Winter Soirée will be held at Village Hall from 4:30 PM -7 PM. A toy donation for the needy is requested from those attending the event.

**16. Approval of Abstract of Audited Claims**

After review, on a motion by Deputy Mayor Comer, seconded by Trustee Peckelis, it was unanimously **RESOLVED** that the Abstract of Audited Claims, dated November 6, 2024, for the General Fund totaling \$31,859.72 is approved for payment.

**17. Financial Report & Audit**

Clerk-Treasurer Kelly provided the Board of Trustees with the Financial Report and recommended no budget transfers.

There being no further business before the Board, on motion made by Deputy Mayor Comer, seconded by Trustee Branco, it was unanimously **RESOLVED** that the meeting be and hereby is adjourned at 8:18 PM.

---

Meghan Kelly, Village Clerk-Treasurer