

**VILLAGE OF UPPER BROOKVILLE
SPECIAL BOARD OF TRUSTEES' MEETING
AUGUST 3, 2016**

A special meeting of the Board of Trustees of the Incorporated Village of Upper Brookville, Nassau County, New York, was held at the offices of Humes & Wagner, LLP, 147 Forest Avenue, Locust Valley, NY 11560, on Wednesday, August 3, 2016, at 6:30 P.M.

Present:	Elliot S. Conway	Mayor
	William R. Campbell	Trustee
	Antje B. Dolido	Trustee
	Francis J. Russo	Trustee
	Michael F. Schwerin	Trustee (<i>via Video Conference</i>)

Also Present: Peter P. MacKinnon, Esq. of
Humes & Wagner, LLP
Attorneys for the Village

The Mayor called the meeting to order at 6:30 P.M. The Village Attorney presented the public information notice in compliance with the Open Meetings Law and requested it be annexed to the minutes of this meeting.

The Mayor noted that he has called the Special Meeting to discuss personnel issues. On the motion of the Mayor, which was duly seconded, the Board went into Executive Session to discuss personnel matters. Thereafter, the Board on motion ended the Executive Session and went into public session.

VILLAGE CLERK/TREASURER

The Mayor advised the Board he discussed Village operations with the current Clerk/Treasurer. The Mayor requested and, on motion duly made, was granted authority to retain the services of a temporary administrative personnel to handle any pending Village matters while the settlement of personnel issues of the Clerk/Treasurer's position is addressed. The Mayor also requested that the Village retain labor counsel to advise the Board in connection with Village personnel matters. The Village Attorney recommended David M. Cohen of Cooper, Sapir & Cohen P.C., to provide legal advice on labor matters. After discussion, it was unanimously agreed that the law firm of Cooper, Sapir & Cohen, P.C. be retained to provide legal advice and consultation in connection with labor and personnel matters pursuant to the attached retainer agreement, which the Mayor was authorized to sign.

The Mayor requested that the Attorneys for the Village contact New York State to obtain the details of the Village's participation in the New York State Health and Retirement Systems.

BUILDING INSPECTOR

The Mayor noted that he had met with Matt Moed and Sergio Tedesco concerning the operations of the Village Building Department. It was discussed and agreed to with Matt Moed and Sergio that Matt Moed would not seek to be appointed as Building Inspector for the coming year, but would consider appointment as a consultant to the Village to provide historic information on past Building Department matters at an annual salary of \$6,000, payable \$500 monthly. If his consulting services were needed in excess of 10 hours per month, he would be paid on the basis of \$75 per hour. After discussion, and on motion duly made and seconded, it was unanimously

RESOLVED, that Matt Moed be appointed as Village Building Department Consultant for one year at the monthly compensation of \$500 for 10 hours per month for consulting services on past Village Building Department matters; and it is

FURTHER RESOLVED, that any additional time Mr. Moed is required to expend beyond the 10 hours in any one month for consulting services requested by the Mayor, he be compensated at the hourly rate of \$75.

The Mayor noted that he had received a request from Core Group Architects to continue to provide building consulting services to the Village. The Mayor recommended that Sergio Tedesco be appointed as Village Building Inspector to replace Matt Moed and that the Village should continue to retain the firm of Core Group Architects to provide consulting services and plan review to the Building Department pursuant to the attached retainer. The Building Department's individual services would be at the rate of \$2,875 per month for 25 hours of monthly service. Accordingly, on motion duly made and seconded, the Board unanimously

RESOLVED, that Sergio Tedesco be, and hereby is appointed as Village Building Inspector, at the rate of \$2,875 per month for twenty-five (25) hours of monthly service, and

RESOLVED, that the contract between the Village and CGA Consulting, Inc. to provide consulting services and plan review to the Building Department, pursuant to the attached retainer for the period August 1, 2016, to July 31, 2017, be, and the same hereby is, approved; and it is

FURTHER RESOLVED, that the Mayor be, and he hereby is, authorized to execute the contract on behalf of the Village.

EQUIPMENT LEASE

The Mayor noted that the payment for the lease of the equipment from NCS Leasing Corp. is due and questioned whether it was previously approved on the July warrant. The Mayor asked for approval to authorize the payment to NCS Leasing Corp. and for him and Trustee Campbell to sign the Village check to NCS Leasing to resolve any procedural questions and to ensure prompt payment. After discussion, and on motion duly made and seconded, it was unanimously

RESOLVED, that the payment to NCS Leasing Corp. in the amount of \$6,500 for equipment rental services rendered for the month of July be, and it hereby is, ratified and approved.

There being no further business, the meeting was adjourned at 7:30 p.m.

Filed with me this ^{10th} day
of November, 2016


Village Clerk