

**VILLAGE OF UPPER BROOKVILLE
PUBLIC HEARING ON 2018/19 VILLAGE BUDGET
AND
REGULAR BOARD OF TRUSTEES' MEETING
APRIL 16, 2018**

A Public hearing on the Village Budget for the fiscal year June 1, 2018 through May 31, 2019 and a regular meeting of the Board of Trustees of the Incorporated Village of Upper Brookville, Nassau County, New York, were held at the Annex on the grounds of the Planting Fields Arboretum, located on Planting Fields Road in the Village, on Monday April 16, 2018 at 6:30 P.M.

Present:	Elliot S. Conway	Mayor
	Edward J. Madden	Trustee
	Carl A. Friedrich	Trustee

Not Present:	Antje Dolido	Trustee
	Francis J. Russo	Trustee

Also Present:	Tracy L. Lynch, Village Clerk/Treasurer
	Samuel Vergata, Street Commissioner
	Thomas Mullen, Assistant to BOT
	Mr. Mehta, Village Resident
	Peter P. MacKinnon, Esq. of Humes & Wagner, LLP
	Attorneys for the Village

The Mayor called the meeting to order at 6:30 P.M. He requested that the affidavits of mailing and posting of the Public Information Notices in compliance with the Open Meetings Law be presented and annexed to the minutes of this meeting.

BUDGET HEARING

The Mayor called the Budget Hearing to order. He announced that the public hearing was on the Village's tentative budget, which had been on file at the office of the Village Clerk and open to public inspection since the date of publication of the notice of this hearing. The affidavit of publication of the notice of the hearing was presented and ordered annexed to these minutes.

The Board then reviewed the proposed budget, item by item, including a 2.5% raise for certain Village staff. The Mayor noted that for the 2018/19 fiscal year, the proposed Village Tax Levy is \$2,856,290, a reduction of 6.8% from the prior years rate, and the proposed Village Tax Rate is \$138.46 per \$100 of assessed valuation, which is a 3.4% reduction from the prior years rate.

After further discussion, the Mayor called for comments in favor of, or in opposition to, the proposed budget. There being no comments and after full opportunity had been given to the public to appear and speak on the proposed budget, the Mayor declared the Budget Hearing closed.

ADOPTION OF BUDGET

The Board, on motion duly made and seconded, unanimously

RESOLVED, that the budget which was the subject of a public hearing be, and the same hereby is, adopted as the budget of this Village for the fiscal year June 1, 2018 through May 31, 2019, and

FURTHER RESOLVED, that a tax of the Incorporated Village of Upper Brookville, Nassau County, New York, be, and the same hereby is, levied for the fiscal year June 1, 2018 through May 31, 2019 in the sum of \$2,856,290 at the rate of \$138.46 per \$100 of assessed valuation, and

TAX WARRANT AND ASSESSMENT ROLL

RESOLVED, that the Mayor or Deputy Mayor be, and they hereby are, authorized and directed to sign the proper warrant to the Treasurer to collect said taxes and that the Clerk, be, and she hereby is, authorized and directed to attest the same under the corporate seal of this Village and to deliver the assessment roll with said warrant thereto annexed to the Treasurer, and

TREASURER'S NOTICE

FURTHER RESOLVED, that the Treasurer be, and she hereby is, directed to publish the notice required by Section 1428 of the Real Property Law in the Locust Valley Leader in its issues of May 16, and May 23, 2018, and the Oyster Bay Guardian in its issues of May 18, and May 25, 2018, the official newspaper of this Village, and

FURTHER RESOLVED, that pursuant to Section 1430 of the Real Property Law, the Village Treasurer be and she hereby is, directed to mail tax bills to all persons whose names appear on the 2018/19 tax assessment roll, and

DEPARTMENT OF AUDIT AND CONTROL

FURTHER RESOLVED, that a copy of the adopted 2018/19 budget be attached to the minutes of this meeting and a certified copy thereof forwarded to the Department of Audit and Control at Albany, New York.

(See Attached Exhibit A)

MINUTES

The Mayor discussed revisions to the December 18, 2017 minutes to clarify the Village's offer of a one-time incentive of the first three months of garbage service at no charge to all resident property owners who newly join the Village's garbage district during 2018. He then called for approval of the revised December 18, 2017 minutes, which on motion duly made and seconded, were unanimously approved.

(See Attached Exhibit B)

Approval of the minutes of the Trustee meeting held on March 19, 2018 were deferred to the May meeting.

PUBLIC COMMENT

No comment

FINANCIAL REPORT

Bills

The bills listed on Warrant No. 011 in the total sum of \$60,394.44 dated April 16, 2018 which are annexed to these minutes, are, on motion duly made and seconded, approved for payment. *(See Attached Exhibit C)*

The Clerk also presented a request by McGowan & Sons, Inc. for payment #3 of the 2017 Road Improvement Contract, totaling \$55,034.52 as well as payment of the \$50,000 retained from payment #2. After discussion, on motion duly made and seconded, the Board unanimously

RESOLVED, to approve a total payment of \$105,034.52 to John McGowan & Sons, Inc. from the Village's Capital Account for road work associated with the 2017 Road Improvement Contract.

Treasurer's Report

The Final Treasurer's Reports for the month ending March 2018 was presented, examined, approved and ordered filed. *(See Attached Exhibit D)*

VILLAGE CLERK'S REPORT

Credit Card

The Clerk reported that the Mayor requested an additional credit card, for his use when purchasing goods & services for the Village. After discussion, on motion duly made and seconded, the Board unanimously

RESOLVED, to authorize the Clerk to apply for an additional credit card, for use by the Mayor, with a credit limit of \$3,000.

MAYOR'S REPORT

Resident Letter

The Mayor circulated a draft letter updating residents on the Village's strong financial condition, expanded services, lowered expenses and adopted measures to improve the quality of life in the village. The Mayor agreed to incorporate certain comments from the Board before distributing the letter to the residents.

He also discussed a material called Ice B'Gone Magic that he learned about from Laurel Hollow Mayor Dan DeVita. Mayor DeVita found that it significantly cut their Village's snow removal costs, there was less damage to Village roads and it eliminated the need to plow after a light dusting of snow. The Mayor requested Commissioner Vergata to follow up and report back to the Board.

The Mayor also noted that several residents asked if they could make a tax deductible charitable contribution to the Village to be used by the Village to trim and/or remove trees in the Village. The Mayor would research the ability to accept these contributions and report back to the Board in May.

He also reported on a plan, originated in the Beautification Committee, to bring dogwoods back to the Village after they were virtually wiped out by disease and insects in the late '70s. He and Helen Solomon have been working with horticulturists at the Cornell Cooperative Extension to identify disease resistant species of dogwoods.

He proposed giving residents the ability to contribute to the Village Beautification Fund and, if they donate a sufficient amount, giving them two or more of the dogwoods recommended by Cornell. The heartier trees would be purchased in volume and the cost could be partly subsidized by previously donated Beautification Funds. As proposed, residents would be eligible to participate so long as the trees were located within 50 yards from a public or private road and visible from passing cars. The Village Attorney agreed to confirm if all residents could be eligible for the program. The proposal was conditionally approved by the Board, subject to confirmation from the Mayor as to the amount to be spent by the Village (if any), the type and number of trees to be purchased and the resident eligibility criteria. The Mayor noted the need to act on this quickly as May is the optimal planting time for dogwoods and supplies of the species we will need may be limited.

BUILDING DEPARTMENT REPORT

The Clerk/Treasurer referred to the reports submitted by the Building Department Clerk for March 2018 activity.

The Mayor also discussed a building permit application submitted by the corner property owner at 1327 Wolver Hollow Road to replace an existing dilapidated fence with a 6' stockade fence on the Chicken Valley Road side. The application was previously denied by the Architectural Review Board because it did not comply with the 4' height requirements of fencing on historic roads. The Mayor pointed out that (a) the fence will replace an existing fence in disrepair and the location of the fence is actually several feet below street level. Following discussion with the Village Attorney, he asked the Board to approve the building permit application without the need for filing an application with the Zoning Board of Appeals. After discussion, the board unanimously

RESOLVED, to approve a permit for the property owner at 1327 Wolver Hollow Rd. to replace an existing fence that runs along Chicken Valley Rd. with a 6' stockade fence. Any fence will need to provide access to Nassau County to the drainage reserve area. The applicant will still be required to submit a permit application to the Building Department and pay the applicable fee.

ROAD COMMISSIONER/CODE INSPECTOR REPORT

The Road Commissioner presented a new vertical sign post to replace some of the older signs in the Village. The sign is a 6" X 6" green PVC post with white reflective

lettering and will be installed at various locations throughout the Village, including on private roads that intersect with Village or County roads. These signs are identical in size and configuration to the existing Village signs with the exception that the color is dark green and the lettering is reflective white. They will be more visible at night and less obtrusive during the day. The Commissioner would install the new post at the intersection of Clews Drive and Wolver Hollow Road with time for the Board to inspect before instructing the sign company to move ahead with additional signs.

POLICE REPORT

No Report

FIRE & STORM WATER MANAGEMENT REPORT

No Report

ARCHITECTURAL REVIEW REPORT

No Report

LEGAL REPORT

No Report

The Mayor closed the regular meeting to enter Executive Session to discuss personnel matters.

EXECUTIVE SESSION

Following the Executive Session the Mayor reported that no action was taken.

The next meeting of the Board of Trustees is scheduled for Monday May 21, 2018.

X

Tracy Lynch
Village Clerk