

**DVILLAGE OF UPPER BROOKVILLE
BOARD OF TRUSTEES MEETING
BY ZOOM
DECEMBER 20, 2021**

A Regular meeting of the Board of Trustees of the Incorporated Village of Upper Brookville, Nassau County, New York, was held by Zoom on Monday December 20, 2021, at 5:00 p.m.

Present:	Elliot S. Conway	Mayor
	Antje B. Dolido	Trustee
	Carl A. Friedrich	Trustee
	Edward J. Madden	Trustee
	Innis O'Rourke III	Trustee

Also Present: Tracy L. Lynch, Clerk/Treasurer
Sam Vergata, Road Commissioner
Peter MacKinnon, Esq. of Humes & Wagner, LLP
Attorneys for the Village

The Mayor called the meeting to order at 5:05 pm and stated that given the significant recent spike in local Covid cases, the Village meeting is being held by Zoom Teleconference. Call in and link information for the Zoom Teleconference has been provided to the official papers and posted on the Village website and at Village Hall.

THE PLEDGE OF ALLEGIANCE

MINUTES

The Mayor then called for approval of the Regular Meeting Minutes of the Trustee meeting held on November 15, 2021.

On motion duly made and seconded, the minutes were unanimously approved.
(See Attached Exhibit A)

PUBLIC COMMENT

No Comment

FINANCIAL REPORT

Bills

The Clerk/Treasurer discussed all claim forms listed on the General Fund Check Details dated December 20, 2021, in the total sum of \$13,910.85 and January 3, 2022, totaling \$477,479.00 and reported that she reviewed the supporting invoice details and/or purchase contracts with a Trustee prior to the meeting.

After discussion by the Trustees and on motion duly made and seconded, the Trustees unanimously

RESOLVED, to ratify and approve the bills listed on the General Fund Check Details dated December 20, 2021, in the total sum of \$13,910.85 and January 3, 2022, totaling \$477,479.00 which are annexed to these minutes.
(See Attached Exhibit B & C)

Treasurer's Report

After presentation by the Clerk and examination, on motion duly made and seconded, the Board unanimously

RESOLVED, to approve and file the Treasurer's Report for the month ending November 2021. *(See Attached Exhibit D)*

VILLAGE CLERK'S REPORT

SCAR Assessment Reduction/Village & Tax Refund

The Clerk reported that residents were awarded assessment reductions in Small Claims Proceedings for the 2020/21 & 2021/22 tax years against Nassau County. She noted that the Village was served copies of the Petitions and recommended that the Board authorize the reductions and refunds on the Village assessment roll as required by law. After discussion and on motion duly made and seconded, it was

RESOLVED, that the Village Clerk/Treasurer be, and she is hereby authorized to reduce the assessed value for the premises owned by the following residents, and to refund the appropriate Village tax to the respective owner or representative, provided the Village taxes have been paid in full and copies of applications were submitted to the Village as follows: *(See Attached Exhibit E)*

Generator Program Extension

The Clerk reported that the Building Department issued 23 generator permits under the previously approved Generator Program under which the Board waived all permit fees following Tropical Storm Isaias on August 4, 2020. She recommended that due to supply chain and pandemic-related delays, the Board extend the program through May 31, 2022.

After discussion by the Trustees and on motion duly made and seconded, the Trustees unanimously

RESOLVED to continue the Generator Program and waive all permit fees through May 31, 2022.

2022 Tow License Fee

The Clerk reported that the Old Brookville Police Department (OBPD) collects a yearly tow licensing fee of \$300 per applicant, per the Village Code. With the OBPD contract ending on May 31, 2022, the police have asked how much they should collect for the period from January 1, 2022 thru May 31, 2022. She agreed to contact both the Old Brookville & Muttontown Police Departments to determine how best to proceed and report back to the Mayor.

Garbage District Bid

The Clerk reported that we are in the last year of the DF Allen garbage contract which expires in May 2022 and will need to rebid the service. The Village Attorney agreed to prepare the new bid documents for our January Board meeting.

ROAD COMMISSIONER/CODE INSPECTOR REPORT

The Road Commissioner reported that the crew has continued with the fall cleanup of downed leaves throughout the Village to prevent clogging of the storm drains.

BUILDING DEPARTMENT REPORT

The Clerk referred to the report submitted by the Building Department Clerk for November 2021 activity. (*See Attached Exhibit F*)

MAYOR'S REPORT

Mill River Club Flooding

The Mayor reported that the Village Engineer issued his report recommending that the Mill River Club investigate the condition of the overflow pipe and discharge point on their property and make any improvements necessary to ensure that there is an unobstructed stormwater overflow from the Donna Drive area to the 'valley' at the west side of Planting Fields Arboretum.

The Village Attorney sent the report to the Mill River Club and is waiting for their reply.

POLICE REPORT

No Report

FIRE & STORM WATER MANAGEMENT REPORT

No Report

ARCHITECTURAL REVIEW REPORT

No Report

LEGAL REPORT

No Report

PUBLIC COMMENT

No Comment

The Mayor closed the meeting at 7:00 pm and on motion duly made and seconded, the Board unanimously

RESOLVED to enter Executive Session to discuss various Village contract matters.

At 7:15 pm, on motion duly made and seconded, the Board unanimously

RESOLVED to come out of Executive Session where the Board discussed contract matters concerning the Joint Protection Agreement, potential Northwell ambulance service and the Garbage Disposal District.

The Trustees then, by motion duly made and seconded, unanimously

RESOLVED to extend the contract with the Village Carter, DF Allen, to provide a dumpster at the temporary Village Hall for December 2021 through May 2022 for unlimited debris, not to exceed \$500/month. If DF Allen remains the Village Carter under the new 2022-2027 contract, they will agree to relocate the dumpster to the OBPD site when the renovation on the new Village Hall begins.

The next regular meeting of the Board of Trustees is scheduled for Thursday January 20th, 2022 @ 5:30 pm by Zoom.

Signed by TL Lynch on 1/20/2022

Tracy Lynch
Village Clerk