

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF THOMASTON
August 14, 2023**

The Board of Trustees met on Monday, August 14, 2023 at the Village Hall, 100 East Shore Road, Great Neck, New York at 7:30 p.m.

Present: Mayor Steven Weinberg, Deputy Mayor Burton S. Weston, Trustee Jay W. Chagrin, Trustee Aaron Halpern, and Trustee Nancy Sherman.

Absent: None

The Mayor opened the meeting at 7:39 p.m.

Approval of Minutes:

RESOLUTION 23-61

Upon motion of Deputy Mayor Weston, seconded by Trustee Chagrin, and approved, the following resolution was adopted:

RESOLVED, that the minutes of the Board of Trustees meeting held on July 10, 2023 are hereby approved and accepted as presented.

The vote on this resolution was:	Mayor Weinberg:	Aye	Deputy Mayor Weston:	Aye
	Trustee Chagrin:	Aye	Trustee Halpern:	Abstain (absent from mtg)
	Trustee Sherman:	Aye		

A copy of the approved minutes is on file in the Village office.

RESOLUTION 23-62

Upon motion of Trustee Halpern, seconded by Trustee Sherman, and approved, the following resolution was adopted:

RESOLVED, that the minutes of the Special Board of Trustees meeting held on July 27, 2023 are hereby approved and accepted as presented.

The vote on this resolution was:	Mayor Weinberg:	Aye	Deputy Mayor Weston:	Abstain (absent from mtg)
	Trustee Chagrin:	Aye	Trustee Halpern:	Aye
	Trustee Sherman:	Aye		

A copy of the approved minutes is on file in the Village office.

Draft Financial Statements FYE February 28, 2023

The Board reviewed the draft financial statements for the FYE February 28, 2023. Frank Faber of Skinnon and Faber Certified Accountants, P.C., the Village's auditor, summarized the draft financial statements, explained GASB 87 (lease accounting) and addressed the Board's questions.

RESOLUTION 23-63

Upon motion of Deputy Mayor Weston, seconded by Trustee Chagrin, and unanimously approved, the following resolution was adopted:

RESOLVED, that the draft financial statements for the FYE February 28, 2023 are hereby accepted as presented.

The vote on this resolution was: Mayor Weinberg: Aye Deputy Mayor Weston: Aye
Trustee Chagrin: Aye Trustee Halpern: Aye
Trustee Sherman: Aye

Annual Audit for FYE February 28, 2024

The Board reviewed a proposed engagement letter from Skinnon and Faber, Certified Public Accountants, P.C. for the audit of the financial statements of the 2023/24 fiscal year. The cost for the audit will be \$10,800. The cost for the prior year’s audit was \$10,600.

RESOLUTION 22-64

Upon motion of Deputy Mayor Weston, seconded Trustee Halpern, and unanimously approved, the following resolution was adopted:

RESOLVED, that the Board of Trustees hereby authorizes the Mayor to execute the July 7, 2023 letter of engagement from Skinnon and Faber, Certified Public Accountants, P.C. for the audit of the Village’s financial statements for the 2023/24 fiscal year.

The vote on this resolution was: Mayor Weinberg: Aye Deputy Mayor Weston: Aye
Trustee Chagrin: Aye Trustee Halpern: Aye
Trustee Sherman: Aye

Sign Permit – 795 Northern Boulevard

The Board review an application for a wall sign at 795 Northern Boulevard.

RESOLUTION 23-65

Upon motion of Deputy Mayor Weston, seconded by Trustee Halpern, and unanimously approved, the following resolution was adopted:

RESOLVED, that the Board of Trustees hereby finds that the proposed wall sign permit approval is a Type II Action pursuant to 6 NYCRR 617.5(c)(9), which requires no environmental impact review, and hereby approves the issuance of a sign permit, compliant with the application documents, to Alpha Auto Group (sign owner) to erect (1) wall sign located at 795 Northern Boulevard, Thomaston, NY 11021.

The vote on this resolution was: Mayor Weinberg: Aye Deputy Mayor Weston: Aye
Trustee Chagrin: Aye Trustee Halpern: Aye
Trustee Sherman: Aye

Bid Results for Road, Drainage and Sidewalk Improvements 2023-01

Bids for Road, Drainage and Sidewalk Improvements 2023-01 were opened on Thursday, August 10, 2022 at 10:00 a.m.

RESOLUTION 23-66

Upon motion of Mayor Weinberg, seconded by Deputy Mayor Weston, and unanimously approved, the following resolution was adopted:

WHEREAS, the Village of Thomaston heretofore has duly advertised for sealed bids Road, Drainage and Sidewalk Improvements 2023-01; and

WHEREAS, one (1) sealed bid was received in response to that advertisement and such bid was duly opened on August 8, 2023 and has been reviewed by Village personnel; and

WHEREAS, the total amounts of the respective bids were calculated and determined to be as follows:

NAME OF BIDDER	TOTAL AMOUNT OF BID
John McGowan & Sons, Inc.	\$286,815.50

WHEREAS, the Board of Trustees has received and reviewed the submitted bid and the information gathered by the Village personnel; and

NOW, THEREFORE, BE IT

RESOLVED, that the Board of Trustees hereby finds that any irregularities in the submitted bid are immaterial, and waives any irregularities in the submitted bid, and it is further;

RESOLVED, that John McGowan & Sons, Inc. is, the lowest responsible bidder substantially meeting all bid requirements, and that, subject to reduction of the bid amount, it is in the best interests of the Village to award the contract to John McGowan & Sons, Inc.; and it is further;

RESOLVED, on condition that the total amount of bid be further negotiated to an amount not more than \$276,815.50, the contract for the Village of Thomaston Road, Drainage and Sidewalk Improvements 2023-01 is awarded to John McGowan & Sons, Inc., and the Mayor or his designee is authorized to execute any documents reasonably necessary to effectuate such award and proceed with the contract work.

The vote on this resolution was: Mayor Weinberg: Aye Deputy Mayor Weston: Aye
Trustee Chagrin: Aye Trustee Halpern: Aye
Trustee Sherman: Aye

Proposals for Consulting Services for a Photovoltaic Project at Village Hall

The Board reviewed two (2) proposals for consulting services.

RESOLUTION 23-67

Upon motion of Mayor Weinberg, seconded by Trustee Halpern, and unanimously approved, the following resolution was adopted:

WHEREAS, on July 18, 2023 a request for proposal (RFP TH1-2023) was issued by the Village seeking proposals from qualified engineering firms to provide consulting services to the Village, in relation to a proposed photovoltaic project for the Village Hall and DPW garages, for a “Roof Mounted Photovoltaic System for Village Hall and a Ground Mounted Photovoltaic System for the Department of Public Works Garages” including, but not limited to the following services:

Development of specifications for photovoltaic system(s)

Option 1: Preparation of Bid Package to be let by the Village of Thomaston

Option 2: Preparation of a “Mini-Bid” for the “New York State Contract Group 05302 Award Number 23137 Photovoltaic Systems and Installation Services”

Option 3: Assist with funding sources/grant application(s), if applicable

WHEREAS, the Board of Trustees has received, and reviewed proposals in response to RFP# TH1-2023 from Liro Engineers, Inc., and Nelson, Pope & Voorhis, LLC, and

WHEREAS, each of the firms submitting a proposal is well qualified for this particular project, and has an impressive record of similar past services, and

WHEREAS, the Board of Trustees concludes, based on its evaluation of the experience, qualifications, and available services, that Nelson, Pope & Voorhis, LLC is the most suitable to provide the consulting services required for this particular application,

NOW THEREFORE BE IT

RESOLVED, that the Board of Trustee accepts the proposal of Nelson, Pope & Voorhis, LLC, dated August 7, 2023 for consulting services at a cost to be determined based on the estimated hours for each task and the hourly rate per title as provided in the rate schedule submitted in the proposal of said firm, and it is further

RESOLVED, that the Mayor is authorized to execute such documents as may reasonably be necessary, in form approved by the Village Attorney, to retain the services of Nelson, Pope & Voorhis, LLC in accordance with its foregoing proposal.

The vote on this resolution was: Mayor Weinberg: Aye Deputy Mayor Weston: Aye
Trustee Chagrin: Aye Trustee Halpern: Aye
Trustee Sherman: Aye

Purchase of Radar Speed Signs

The Board reviewed three (3) proposals for a quantity of two (2) solar powered radar speed signs. The quotations were as follows:

Vendor	Price
Elan City, Inc.	\$6,850.00, including shipping
Glenco Supply Inc.	18,932.00, including shipping
Traffic Systems Incorporated	\$7,990.00, including shipping

RESOLUTION 23-68

Upon motion of Trustee Chagrin, seconded by Trustee Halpern, and unanimously approved, the following resolution was adopted:

RESOLVED, that the Board of Trustees hereby accepts the proposal from Elan City Inc., dated July 27, 2023 in the amount of \$6,850.00, for the purchase of two (2) Solar powered Radar Speed Signs, and it is further

RESOLVED, that the Village Administrator is authorized to prepare a purchase order for the purchase of two (2) solar powered radar speed signs pursuant to the Elan City, Inc. quotation dated July 27, 2023, subject to approval of the Village Attorney as to form, and it is further

RESOLVED, that the Superintendent of Public Works is authorized to sign the purchase order.

The vote on this resolution was: Mayor Weinberg: Aye Deputy Mayor Weston: Aye
Trustee Chagrin: Aye Trustee Halpern: Aye
Trustee Sherman: Aye

Design Review Board Recommendation

Application of LB Gourmet, LLC for exterior renovations of a restaurant located at 607 Northern Boulevard

RESOLUTION 23-69

Upon motion of Trustee Halpern, seconded by Deputy Mayor Weston, and approved, the following resolution was adopted:

RESOLVED, that Board of Trustees hereby affirms the Design Review Board's recommendation of approval of the application of LB Gourmet, LLC, at 607 Northern Boulevard, Thomaston for exterior renovations, subject to the confirmation by the Building Inspector that the structure upon which the mural is painted will permit the roof-mounted air handler to function properly.

The vote on this resolution was: Mayor Weinberg: Aye Deputy Mayor Weston: Aye
Trustee Chagrin: Nay Trustee Halpern: Aye
Trustee Sherman: Aye

Amend Employee Manual

RESOLUTION 23-70

Upon motion of Deputy Mayor Weston, seconded by Trustee Chagrin, and unanimously approved, the following resolution was adopted:

RESOLVED, that the Employee Manual as shall be amended to read as follows effective August 14, 2023.

“HOLIDAYS

PURPOSE: To provide a policy for uniform administration of standard Village holidays.

STATEMENT OF POLICY:

The Village shall celebrate the following holidays off with pay for regular full-time non-union employees:

- NEW YEAR’S DAY - January 1
- MARTIN LUTHER KING - 3rd Monday in January
- PRESIDENT’S DAY - 3rd Monday of February
- MEMORIAL DAY - Last Monday of May
- INDEPENDENCE DAY - July 4
- JUNETEENTH - June 19
- LABOR DAY 1st Monday of September
- COLUMBUS DAY
- VETERAN’S DAY - November 11
- THANKSGIVING DAY - 4th Thursday of November
- DAY AFTER THANKSGIVING
- CHRISTMAS DAY - December 25

In the event a holiday falls upon a Sunday, the following Monday shall be deemed to be the legal holiday. In the event the legal holiday falls on a Saturday, the preceding Friday shall be deemed to be the legal holiday.

When a holiday falls within a period of paid leave, the holiday shall not be counted as a leave day in computing the amount of leave debited.

A full-time non-union employee who is absent without leave on the day immediately preceding or following a holiday shall lose the holiday as well as pay for that day.

Non-exempt full-time non-union employees required to work on any designated holiday shall receive double time rate of pay.

Part-time non-union employees are not eligible for holiday pay.”

The vote on this resolution was: Mayor Weinberg: Aye Deputy Mayor Weston: Aye
Trustee Chagrin: Aye Trustee Halpern: Aye
Trustee Sherman: Aye

Public hearing date to review Landmarks Preservation Commission Determination

RESOLUTION 23-71

Upon motion of Trustee Halpern, seconded by Trustee Sherman, and unanimously approved, the following resolution was adopted:

WHEREAS the Landmarks Preservation Commission (Commission) has approved a request to designate the building at 46 S. Middle Neck Road, Thomaston, as a landmark pursuant to Village Code Chapter 120, and

WHEREAS, the Landmarks Preservation Commission has transmitted a written determination stating its findings and conclusions to the Board of Trustees, and

WHEREAS § 120-4 E(2) of the Village of Thomaston Code grants the Board of Trustees authority to affirm or modify a determination of the Commission provided that such action is considered at a public hearing of the Board,

NOW THEREFORE BE IT,

RESOLVED, that Board of Trustees shall hold a public hearing for such purpose at the next regular meeting of the Board of Trustees on September 11, 2023 at 7:30 p.m. at the Village Hall, 100 E. Shore Road, Thomaston, and it is further

RESOLVED, that the Village Administrator give legal notice of such public as required by law.

The vote on this resolution was: Mayor Weinberg: Aye Deputy Mayor Weston: Aye
 Trustee Chagrin: Aye Trustee Halpern: Aye
 Trustee Sherman: Aye

2023-24 Budget Modifications

RESOLUTION 23-72

Upon motion of Deputy Mayor Weston, seconded by Trustee Sherman, and unanimously approved, the following resolution was adopted:

RESOLVED, that the following 2023/24 budget modifications as of August 14, 2023 are hereby accepted as presented:

Budget Modifications as 8/14/23	ADOPTED 2023/24	Proposed Modification 8/14/23	Difference
Revenues:			
USE OF MONEY & PROPERTY			
A2410 Rental Real Property	\$125,000	\$0	(\$125,000)
A2421 Lease Revenue - Cell Tower	\$0	\$125,000	\$125,000
A2690 Other Compensation for Loss	\$0	\$1,128	\$1,128
A2401 Interest Earnings	\$29,550	\$43,413	\$13,863
Change in Revenues:			\$14,991
Appropriations:			
AUDITOR			
A1320.4 Contract Expense	\$13,300	\$14,000	\$700
SHARED SERVICES BUILDING			
A1620.4b Contract Expense	\$7,000	\$16,000	\$9,000
FIRE DEPARTMENT			
A3410.4b Hydrants	\$5,822	\$6,113	\$291
STREET LIGHTING			
A5182.2 Light Fixtures New	\$1,500	\$3,500	\$2,000
A5182.4a Contract: Maintenance	\$12,000	\$15,000	\$3,000
Change in Appropriations:			\$14,991

The vote on this resolution was: Mayor Weinberg: Aye Deputy Mayor Weston: Aye
Trustee Chagrín: Aye Trustee Halpern: Aye
Trustee Sherman: Aye

New Business

The Mayor updated the Board on the activities of the Department of Public Works.

Vouchers

RESOLUTION 23-73

Upon motion of Mayor Weinberg, seconded by Trustee Chagrín, and unanimously approved, the following resolution was adopted:

RESOLVED, that the vouchers, in the aggregate amount of \$81,220.25 (as itemized on the Abstract of Vouchers dated Monday, August 14, 2023), are hereby approved for payment, all allocated to the General Fund.

A copy of the approved voucher list is attached to these minutes.

The vote on this resolution was: Mayor Weinberg: Aye Deputy Mayor Weston: Aye
Trustee Chagrín: Aye Trustee Halpern: Aye
Trustee Sherman: Aye

Adjournment

At 9:25 p.m., there being no further business, a motion to adjourn was made by Trustee Halpern, seconded by Deputy Mayor Weston, and unanimously approved.

Respectfully Submitted,

Denise M. Knowland
Village Administrator

VILLAGE OF THOMASTON

AUDITED VOUCHERS

July 11 through August 14, 2023

Type	Date	Num	Name	Amount
Check	07/14/2023	4386	WATER AUTHORITY OF GREAT NECK NORTH	-45.27
Check	07/18/2023	4387	NATIONAL GRID	-88.19
Check	07/18/2023	4388	NATIONAL GRID	-41.94
Check	07/18/2023	4389	NATIONAL GRID	-58.04
Check	07/18/2023	4390	NATIONAL GRID	-45.56
Check	07/21/2023	ACH	MICHAEL F. MCNERNEY ARCHITECT PLLC	-1,343.75
Check	07/26/2023	4393	PSEGLI	-730.02
Check	07/26/2023	4394	PSEGLI	-75.58
Check	07/26/2023	4395	PSEGLI	-63.32
Check	08/02/2023	4396	VERIZON	-122.35
Check	08/02/2023	4397	OPTIMUM	-8.80
Check	08/02/2023	4398	VERIZON WIRELESS	-107.42
Check	08/04/2023	ACH	MICHAEL F. MCNERNEY ARCHITECT PLLC	-1,500.00
Check	08/11/2023	4400	PSEGLI	-272.30
Check	08/11/2023	4401	PSEGLI	-11.78
Check	08/14/2023	4402	NYS EMPLOYEES' HEALTH INSURANCE	17,631.48
Check	08/14/2023	4403	NCVOA	-100.00
Check	08/14/2023	4404	SANTELLI & SONS, INC.	-492.99
Check	08/14/2023	4405	W.B. MASON CO., INC.	-46.86
Check	08/14/2023	4406	SKINNON & FABER, CPA'S, P.C	-6,050.00
Check	08/14/2023	4407	ANTON MEDIA GROUP	-170.30
Check	08/14/2023	4408	WINTERS BROS. HAULING OF LI, LLC	-300.00
Check	08/14/2023	4409	N & S ELECTRIC SUPPLY INC.	-1,145.21
Check	08/14/2023	4410	COSTELLO'S HARDWARE	-44.70
Check	08/14/2023	4411	VERIZON	-111.61
Check	08/14/2023	4412	HELLMAN ELECTRIC	-3,330.00
Check	08/14/2023	4413	LOOKS GREAT SERVICES INC	-3,000.00
Check	08/14/2023	4414	WEX BANK	-640.05
Check	08/14/2023	4415	TOWN OF NORTH HEMPSTEAD-SWMA	-714.52
Check	08/14/2023	4416	JORDAN ASSOCIATES	-258.00
Check	08/14/2023	4417	BUSINESS CARD	-697.48
Check	08/14/2023	4418	BUSINESS CARD	-45.96
Check	08/14/2023	4419	GENERAL WELDING SUPPLY CORP	-7.50
Check	08/14/2023	4420	SANTELLI & SONS, INC.	-630.00
Check	08/14/2023	4421	FELDMAN LUMBER	-44.01
Check	08/14/2023	4422	MEYER, SUOZZI, ENGLISH & KLEIN, P.C.	-3,859.50
Check	08/14/2023	4423	HOME DEPOT CREDIT SERVICES	-292.72
Check	08/14/2023	4424	GLENCO SUPPLY INC	-630.00

	Check	08/14/2023	4425	MEADOW CARTING CORP	-	34,423.34
	Check	08/14/2023	4426	CHRISTOPHER GOMOKA	-500.00	
	Check	08/14/2023	4427	MANHASSET-LAKEVILLE WATER DISTRICT	-20.25	
	Check	08/14/2023	4428	LOOKS GREAT SERVICES INC	-1,062.00	
	Check	08/14/2023	4429	VERIZON RPC	-111.61	
	Check	08/14/2023	4430	WATER AUTHORITY OF GREAT NECK NORTH	-45.27	
	Check	08/14/2023	4431	FINE DETAILING	-250.00	
	Check	08/14/2023	4432	BIENER FORD LLC	-50.57	
					-	81,220.25
	TOTAL				-	81,220.25