

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF THOMASTON**

March 10, 2014

The Board of Trustees met on Monday March 10, 2014 at the Village Hall, 100 East Shore Road, Great Neck, New York.

Present: Mayor Robert Stern, Deputy Mayor Steven Weinberg, Trustee James Sharkey and Trustee To-on Pang

Absent: Trustee Gary Noren

The Mayor opened the meeting at 7:35 p.m.

Adoption of Minutes

RESOLUTION 14-07

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

RESOLVED that the minutes of the Board of Trustees meeting held on January 13, 2014 are hereby approved and accepted as presented.

Salary Changes 2014/15

Mayor Stern discussed with the Board the following proposed changes in appropriations: the annual salary of the Village's full-time Laborer is proposed to be increased by \$1,350 (salary for this position appears in the 2014-15 adopted budget as Public Works Laborer (full time), line A8170.1). The Mayor also mentioned that he anticipates that (i) the Village's Parking Attendant will likely be asked to work more hours than previously budgeted, so that compensation for the Parking Attendant for 2014-15 (line A3120.1 in the adopted budget) are likely to be higher than budgeted by about \$1,700, based on current estimates, (ii) and the Village's Building Inspector will likely be asked to work more hours than previously budgeted, so that compensation for the Building Inspector for 2014-15 (line A3620.1 in the adopted budget) is likely to be higher than budgeted by about \$900, based on current estimates. There is an ample amount in the Contingent Account in the 2014-15 budget to cover these projected increases.

RESOLUTION 14-08

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

RESOLVED, that the Board approves the annual salary increase of the Village's Public Works Laborer (full time) from \$56,650 to \$58,000 for 2014-15, and amounts paid to such employee for 2014-15 in accordance with such salary increase which are in excess of the amount appearing in the 2014-15 adopted budget for such employee will be transferred from the Contingent Account when incurred.

RESOLVED, that the Board acknowledges that the hours worked by the Village's Parking Attendant and the Village's Building Inspector during 2014-15 are now projected to exceed the hours budgeted in the adopted 2014-15 budget; accordingly, (x) amounts paid to the Village Parking Attendant in excess of the current budgeted amount of \$13,800 for 2014-15, up to a maximum excess of \$1,700, will be transferred from the Contingent Account when incurred, and (y) amounts paid to the Village Building Inspector in excess of the current budgeted amount of \$16,000 for 2014-15, up to a maximum excess of \$900, will be transferred from the Contingent Account when incurred.

Workplace Safety Policy

The Village Administrator informed the Board that the Village's Workers Compensation Insurer, PERMA (Public Employer Risk Management Association, Inc.), requires that the Village adopt a Statement of Management Safety Policy.

RESOLUTION 14-09

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

RESOLVED, that the Statement of Management Safety Policy, in the form attached to these minutes is hereby adopted, and that each employee will receive and be asked to execute a copy of such Policy.

Delinquent Village Property Taxes

Mayor Stern discussed properties in the Village that are delinquent in payment of their Village property taxes for more than two years. The Village Attorney has been consulted.

RESOLUTION 14-10

Upon motion of Mayor Stern, seconded by Trustee Pang and unanimously approved, the following resolutions were adopted:

Whereas, the owners of various properties in the Village are delinquent in payment of the required real property taxes; and

Whereas, pursuant to Real Property Tax Law Article 11, the Village has filed with the Nassau County Clerk notices of such delinquent taxes; and

Whereas, various of those delinquent taxes are in arrears for a period of time which would permit the Village to institute in rem foreclosure proceedings to enforce such Village tax liens;

Now, therefore, be it

RESOLVED, that the Mayor, Village Administrator and Village Attorney are hereby authorized to commence in rem tax lien foreclosure proceedings on behalf of the Village with respect to all properties subject to such proceedings; and it is further

RESOLVED, that prior to commencement of such proceedings, the Village Attorney shall give written notice to the owners of all such properties, at the address(es) shown on the Village records, providing such owners a reasonable period of time, not to exceed thirty days from such notice, in which to make payment of all Village tax liens on such properties.

Change in Village Code

The Mayor proposed changing the wording in Village Code §196-22D to make clear that the law applies to any snow fall (whether or not a "snowstorm"). The Mayor also proposed changing the wording in Village Code §196-23 Storage Charges to provide that the amount to be paid by the owner of a car that is towed by the Village during a snowfall be changed from the amounts currently appearing in the Code (\$50 towing fee and \$25 per day storage) to the prevailing rates for towing and storage as charged by third-party towing businesses in our area. The trustees unanimously agreed that the Village Administrator should ask the Village Attorney to prepare amendments to the Village Code as appropriate with respect to these matters.

Summer Street – Change in Parking Regulations

The Village has received notice from the Manhasset-Lakeville Fire Department that MLFD is unable to enter Summer Street with their equipment when vehicles are parked on the street. This situation poses a potential danger to the safety of the community; therefore §196-39 Schedule XI allowing 1 hour parking 9 AM – 4PM Monday – Saturday from Arbor Street to Northern Blvd. should be eliminated from the code.

Upon motion of Trustee Sharkey, seconded by Deputy Mayor Weinberg and unanimously passed the following resolution was adopted:

RESOLUTION 14-12

RESOLVED, that the regulation for 1-hour parking as provided in the Village Code §196-39 Schedule XI (Limited Time Parking) for the east side of Summer Street is hereby repealed. Further, Village Code §196-39 Schedule XII is hereby modified to prohibit standing at any time on the east side of Summer Street, effective immediately. The Superintendent of Public Works is directed to change the signage on Summer Street to reflect these changes, and the Village Administrator will notify General Code to publish the changes.

Landscaping Traffic Islands

Mayor Stern explained that the Village had received a grant from the Nassau County Legislature of \$50,000 to beautify the Village and will use the funds to upgrade five of the traffic islands in the Village. To that end, the Mayor recommends that the Village engage a Bayview Landscape Architecture, Landscape Architect.

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

RESOLUTION 14-13

RESOLVED, that the Mayor is authorized on behalf of the Village to engage Bayview Landscape Architects to design five (5) traffic islands in the Village, for a design fee of \$1,500.

Vouchers

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

RESOLUTION 14-14

RESOLVED, that the vouchers in the aggregate amount of \$179,679.94 (constituting the vouchers itemized in the report dated Monday March 10, 2014) are hereby approved for payment, all allocated to the General Fund.

At 8:20 pm, there being no further business, the meeting was adjourned upon motion by Trustee Sharkey, seconded by Trustee Pang and unanimously approved.

Respectfully submitted,

Barbara J. Daniels

Village Administrator

Inc. Village of Thomaston

STATEMENT OF MANAGEMENT SAFETY POLICY

The personal safety and welfare of our employees, as well as the general public, is a primary and continuing concern of the Incorporated Village of Thomaston.

It is our goal to help provide every employee a place of employment free from recognized hazards, which are a potential cause for serious physical harm or health impairment.

To assist in this implementation, an executive *safety committee* will be established, consisting of key personnel from each major department, and chaired by an appointed *safety coordinator*. The committee will meet regularly to assist in the accomplishment of our goal, reporting its findings and recommendations directly to the *Mayor* following each meeting or sponsored activity. The Mayor will then work with department heads to appropriately address those committee findings.

To accomplish our goal, Management will:

- Implement progressive accident prevention programs, systems, and techniques;
- Provide a work environment where identified occupational hazards are controlled when elimination is not feasible; and,
- Cooperate with government and labor to optimize employee safety and health.

Department Heads and Foremen will:

- Be responsible and accountable for a superior level of employee protection and performance;
- Institute work practices which reflect the safest, most efficient methods available for accomplishing the required tasks; and,
- Educate and train employees regarding “on” and “off-the-job” hazards.

All employees will:

- Be expected to conduct their jobs in the safest and healthiest manner prescribed;
- Be expected to conduct themselves in a way that enhances their personal safety and that of their fellow employees;
- Be encouraged to cooperate and contribute towards the overall success of the safety program, including participation in safety activities and committees when requested;
- Report all accidents and injuries *immediately* to their manager; and,
- Cooperate in the accident reporting and safety evaluation process.

Mayor

Date: _____