

**INCORPORATED VILLAGE OF MASSAPEQUA PARK
NASSAU COUNTY, NEW YORK**

**Board of Trustees
AGENDA**

**April 5, 2021
8:00 PM**

Revised

INSTALLATION – ORGANIZATION MEETING

WELCOMING REMARKS

Trustee Tina Schiaffino

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PLEDGE OF ALLEGIANCE

Trustee Tina Schiaffino

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PRAYER

Trustee Tina Schiaffino

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**OATH OF OFFICE TO BE ADMINISTERED BY
Town of Oyster Bay Councilman Thomas P. Hand**

To:

Mayor – 2 – year term
Daniel M. Pearl

Trustee – 2 - year term
Tina Schiaffino

Trustee – 2 - year term
Christine M. Wiss

Village Justice – 4 - year term
Gerard E. Giannattasio

2. Appointment of Kevin M. Walsh, Esq. of the firm of Walsh, Markus, Mc Dougal & DeBellis, LLP as Village Attorney for a one-year term.
3. Mayor Pearl designates Tina Schiaffino as Deputy Mayor.

- 4. Mayor’s Remarks – The Honorable Daniel M. Pearl.
- 5. Mayor Pearl designates appointments with concurrence of the Board of Trustees.

6. Administrative Staff

Village Administrator/Clerk, Linda Tuminello	2 yr. term
Village Treasurer, Chris Briggs	2 yr. term
Superintendent of Public Works, Robert Macri	1 yr. term
Building Inspector, Garet Lamb	1 yr. term
Research Assistant, Christine Bentz	1 yr. term
Senior Center Director, Michele Bartolo	1 yr. term

7. Boards & Commissions

Zoning Board Member, Stephen Pesce	5 yr. term
Zoning Board Alternate, Adam Dulberg	1 yr. term
Zoning Board Alternate, Kristian Hernandez	1 yr. term
Planning Commission Member, Michael Cecora	7 yr. term
Planning Commission Member, John W. Hipp	7 yr. term
Planning Commission Member, Kevin Stansberry	7 yr. term
Planning Commission Member, (Co Chair), Walter Noonan	7 yr. term
Planning Commission Member, (Chair), Peter Pomeranz	7 yr. term

8. Ethics Board

Linda Tuminello	1 yr. term
Janine Rose	1 yr. term

9. Legal Staff

Zoning Board Attorney, Matthew White	1 yr. term
Planning Commission Attorney, Rand Schwartz	1 yr. term

10. CONSENT AGENDA

- A. The Village Attorney shall be paid an annual salary of \$53,500.00. Representation of the Village in litigation as assigned by the Board of Trustees will be billed at a rate of \$250 per hour, not to exceed \$10,000 annually without further resolution from the Board of Trustees.
- B. Designation of Time and Place of Public Meetings: Second and Fourth Mondays of the month (except for Holidays), at 7 PM in Village Hall. Special Meetings may be called by the Mayor or at least two Trustees by giving notice to the members of the board as well as to the news media and to the public as soon as practicable after the calling of the meeting in accordance with Section 104 (2) of the Public Officers Law.
- C. Designation of Banks and Official Depositories for Village Funds and signatures on Village checks.

Banks: First National Bank of Long Island
Flushing Commercial Bank
Cooperative Liquid Assets, Securities System
M & T Bank

Signatures: Village Administrator
Village Treasurer
Mayor

One signature required for checks under \$75,000 and two signatures required on accounts of \$75,000 or more.

D. Designation of Surety Bond for:

Village Administrator
Village Treasurer
Village Justice
Associate Village Justice

E. Designation of Newspapers for Publication of Legal Notices:

Massapequa Post and/or Massapequa Observer.

F. Designation of Village Administrator as the Village Clerk.

G. Authorization for Elected and Appointed Officials and employees to attend certain schools, conferences, meetings and seminars, etc. during the coming official year as attendance by certain municipal officials and employees benefits the municipality. These will include, but not limited to, NYCOM Fall Training School, NYSGFOA Conference, IIMC Municipal Clerk School at Rockefeller College, and NYCOM Legislative Meeting.

H. Appointment of:

Walsh, Markus, McDougal & De Bellis, LLP, Special Counsel
Christopher Briggs, Tax Assessor
David Tanner, Liberty Capital Services, LLC, Financial Advisor
Hawkins Delafield & Wood, LLP as Bond Counsel
Cullen & Danowski, LLP, CPA, P.C. as Village Auditor
John Robinson, Surveyor
Cashin Associates, Dvirka & Bartilucci; and LiRo, as Village Engineers

I. Authorization of payment in advance of audit of claims for public utility services, postage, freight and express charges with such claims being presented at the next regular meeting for audit.

J. Approve reimbursement to Village Officers and employees who use their personal automobiles while performing official duties on behalf of the Village at the rate established

and periodically changed by the USIRS in accordance with Section 5-524 (7) of the NYS Village Law.

K. Endorsement of Village Policies:

1. Purchasing Policy as amended on April 5, 2021 in accordance with Section 104-b of NYS General Municipal Law.
2. Workplace Violence Prevention Program and Procedures revised September 24, 2013.
3. Credit Card Policy, adopted May 22, 2017.
4. Cash Management Policy, adopted February 26, 2018.
5. Fund Balance Policy, adopted February 26, 2018.
6. Investment Policy in accordance with Section 39 of the NYS General Municipal Law as amended April 9, 2018.
7. Sexual Harassment Policy, adopted October 3, 2018.
8. Vehicle Safety Policy and Guidelines, adopted February 22, 2016.
9. NYS Public Employee Health Emergency Policy, adopted February 8, 2021.
10. Vehicle Use Policy, adopted December 10, 2012.
11. Computer System and Email/Internet Policy, adopted May 15, 2007.
12. Drug and Alcohol Testing Policy, amended July 25, 2016.

L. Endorsement of Inter-Municipal Agreements:

1. Shared Resource Mutual Aid Agreement with the Villages of Lindenhurst and Farmingdale.
2. Shared Salt Agreement with Massapequa School District.
3. POD Agreement with Nassau County and School District – to man a Point of Dispensing Center in the event of an emergency.
4. Massapequa Fire Department – Fire Monument.
5. Massapequa School District – Speed Sign Agreement.

M. Designation of Board of Trustees to act as Board of Assessment and Review.

Closing Remarks
The Honorable Daniel M. Pearl

REMINDER: All Elected and Appointed Officials are reminded to sign the Oath of Office Book at the front of the room.