

**MINUTES OF JANUARY 5, 2023**

**THE BOARD OF TRUSTEES PUBLIC HEARING  
AND REGULAR MEETING  
FOR THE  
INC. VILLAGE OF RUSSELL GARDENS**

**PRESENT** Larry Chaleff, Deputy Mayor, Trustee Martin Adickman, Trustee Matt Ellis, Trustee Jane Krakauer and Danielle Pennise, Village Clerk Treasurer.

**ABSENT** David M. Miller, Mayor

**Deputy Mayor Larry Chaleff** opened the Public Hearing on the adoption of the Village Budget for the Year 3/1/2023-2/29/2024, at 8:05 P.M. in Village Hall.

**Larry Chaleff** gave a briefing of the village budget.

There will be a five percent increase in property taxes from the prior year to maintain the operations of the village. Property taxes will be collected during the period March 1<sup>st</sup> to April 1<sup>st</sup>. The **Deputy Mayor** invited comments from the public.

There were no comments from the public.

**Deputy Mayor Larry Chaleff** closed the hearing at 8:20 P.M.

Upon motion of **Trustee Matt Ellis**, seconded by **Trustee Jane Krakauer**, and unanimously approved, the following resolution was adopted.

**RESOLVED**, that the Board of Trustees of the **Inc. Village of Russell Gardens** adopt the **Budget** for the **Fiscal Year 3/1/2023-2/29/2024**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: LARRY CHALEFF, JANE KRAKAUER, MATT ELLIS, AND MARTIN ADICKMAN**

**NAY: NONE**

**REGULAR MEETING**

**MINUTES OF DECEMBER 1, 2022**

A motion was made by **Matt Ellis** to accept the minutes of **December 1, 2022**, and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: LARRY CHALEFF, JANE KRAKAUER, MATT ELLIS, AND MARTIN ADICKMAN**

**NAY: NONE**

**TREASURER'S REPORT FOR NOVEMBER 30, 2022**

A motion was made by **Matt Ellis** to accept the Treasurer's Report for November 30, 2022, and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: LARRY CHALEFF, JANE KRAKAUER, MATT ELLIS, AND MARTIN ADICKMAN**  
**NAY: NONE**

**BUILDING INSPECTOR'S REPORT AND MAINTENANCE REPORT FOR DECEMBER 31, 2022**

A motion was made by **Matt Ellis** to accept the Building Inspector's Report and Maintenance Report for December 31, 2022 and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: LARRY CHALEFF, JANE KRAKAUER, MATT ELLIS, AND MARTIN ADICKMAN**  
**NAY: NONE**

Deputy Mayor **Larry Chaleff** read the following resolutions:

**VILLAGE TAX ROLL**

**RESOLVED**, that the **Village Tax Roll and Warrant for Fiscal Year 2023-2024** were filed with the Village Clerk Treasurer on January 1, 2023.

A motion was made by **Matt Ellis** and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: LARRY CHALEFF, JANE KRAKAUER, MATT ELLIS, AND MARTIN ADICKMAN**  
**NAY: NONE**

**ASSESSMENT ROLL**

**RESOLVED**, to adopt the **Final Assessment Roll** for the **Fiscal Year March 1, 2023 to February 29, 2024**, which was filed with the Village Clerk on January 1, 2023.

A motion was made by **Matt Ellis** and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: LARRY CHALEFF, JANE KRAKAUER, MATT ELLIS, AND MARTIN ADICKMAN**  
**NAY: NONE**

**VOUCHERS-GENERAL FUND ACCOUNT**

**RESOLVED**, to approve **disbursements from First National Bank of Long Island General Funds Checking Account** in the amount of **\$229,498.24** for invoices paid in **Nov. 2022**, Check #'s 1578 to 1625, including Electronic Transfers, Paychex Payroll and Direct Deposit.

A motion was made by **Matt Ellis** and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: LARRY CHALEFF, JANE KRAKAUER, MATT ELLIS, AND MARTIN ADICKMAN**  
**NAY: NONE**

## **CONTRACT**

**Deputy Mayor Larry Chaleff** announced that the accounting software application currently used by the village office is obsolete and will be replaced with a modern integrated application for administration.

**Resolved**, to authorize the Mayor to enter into a purchase agreement with **N. Harris Computer Corporation** located at 2429 Military Rd., Suite 300, Niagara Falls, NY.

To purchase the software license and professional services for Spectrum Software Suite in the amount of \$29,113, as budgeted for the accounting and tax software and support for financial and tax reporting performed by the village.

A motion was made by **Matt Ellis** and seconded by **Jane Krakauer**.

## **VOTE OF THE BOARD OF TRUSTEES**

**AYE: LARRY CHALEFF, JANE KRAKAUER, MATT ELLIS, AND MARTIN ADICKMAN**

**NAY: NONE**

## **NYCLASS AGREEMENT**

**Whereas** the Inc. Village of Russell Gardens wishes to invest portions of its available investment funds in cooperation with other corporations and/or districts pursuant to the NYCLASS Municipal Cooperation Agreement Amended and Restated as of March 28, 2019; **Whereas** the Inc. Village of Russell Gardens wishes to satisfy the safety and liquidity needs of their funds.

Now, therefore, it is hereby **RESOLVED** as follows:

That **Danielle Pennise**, Village Clerk Treasurer of the Inc, Village of Russell Gardens and/or **Mayor David M. Miller** is hereby authorized to participate in the NYCLASS program under the terms of the NYCLASS Municipal Cooperation Agreement Amended and Restated as of March 28, 2019.

A motion was made by **Matt Ellis** and seconded by **Jane Krakauer**.

## **VOTE OF THE BOARD OF TRUSTEES**

**AYE: LARRY CHALEFF, JANE KRAKAUER, MATT ELLIS, AND MARTIN ADICKMAN**

**NAY: NONE**

## **FNBLI DEPOSITORY**

**RESOLVED**, that the following individuals are authorized for and on behalf of the Organization to open a transaction account (**Demand Deposit/Savings/Money Market Savings**) with **First National Bank of Long Island** (the Bank) and to execute and deliver to the Bank any additional documentation, including but not limited to, a signature card or cards supplied by the Bank, containing a specimen signature of such individuals. Furthermore, such individuals are authorized for and on behalf of the Organization to conduct transactions, to endorse or cause to be endorsed, to deposit or cause to be deposited from time to time checks, drafts and other instruments and funds payable or held by the Organization, and that any funds so deposited shall be subject to withdrawal or transfer by **any individuals**: Danielle Pennise, Village Clerk Treasurer, Eileen Clancy, Deputy Village Clerk Treasurer and Court Clerk, David M. Miller,

Mayor, Larry Chaleff, Deputy Mayor, Martin Adickman, Trustee, Jane Krakauer, Trustee and Matthew Ellis, Trustee.

**RESOLVED**, that **First National Bank of Long Island** (the Bank) may purchase, give credit for, cash, accept, pay, and charge to any of the aforementioned accounts, without inquiry, all items signed, drawn, accepted or endorsed on behalf of the Organization, whether under a title, the words "Authorized Signature" or otherwise, with the purported actual or facsimile signature or **any one** of the officials whose names, titles and specimen signatures appear above or on a rider hereto, or his or her successor in office, regardless of the circumstances under which the signature shall have become affixed if it resembles any actual or facsimile signature previously certified to the Bank. The Organization shall indemnify and hold the Bank harmless against all claims, losses, damages, liabilities, costs, penalties, and expenses (including, but not limited to, attorneys' fees and disbursements) incurred by the Bank in connection with the honoring of any purported signature of any authorized signer or any refusal to honor the signature of any person who is not an Authorized Signer. (The Organization acknowledges that dual signature requirements and restrictions impose no liability on the Bank).

**RESOLVED**, that the above-mentioned individuals, as well as designees by written instructions from the Organization, are authorized for and on behalf of the Organization to open a **Certificate of Deposit** account with the Bank and to execute and deliver a confirmation of instructions and any additional documentation containing a specimen signature of such individuals. Any funds deposited therein shall be subject to withdrawal or transfer by such individuals.

**RESOLVED**, that each of the foregoing resolutions shall continue in force until express written notice of its rescission or modification has been received by **First National Bank of Long Island** (the Bank), but if the authority contained in them should be revoked/terminated by operation of law without said notice, it is resolved and agreed for the purpose of inducing the Bank to act hereunder, that the Bank shall be saved and held harmless from any loss suffered or liability incurred by it in so acting after revocation or termination without notice.

A motion was made by **Matt Ellis** and seconded by **Jane Krakauer**, regarding the aforementioned resolutions pertaining to FNBLI.

#### **VOTE OF THE BOARD OF TRUSTEES**

**AYE: LARRY CHALEFF, JANE KRAKAUER, MATT ELLIS, AND MARTIN ADICKMAN**

**NAY: NONE**

#### **BUILDING INSPECTORS**

**Deputy Mayor Larry Chaleff** announced, the former village building inspector Paul Lauria was replaced by Robert Barbach and Kristofer De Paola.

**RESOLVED** to appoint **Robert Barbach** as **Building Superintendent and Code Enforcer**; although not a resident of the Village, is a resident within the County of Nassau wherein the Village is located.

The motion was made by **Matt Ellis** and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: LARRY CHALEFF, JANE KRAKAUER, MATT ELLIS, AND MARTIN ADICKMAN**

**NAY: NONE**

**RESOLVED**, to appoint **Kristofer De Paola** as **Building Inspector and Code Enforcer**; although not a resident of the Village, is a resident within the County of Nassau wherein the Village is located.

The motion was made by **Matt Ellis** and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: LARRY CHALEFF, JANE KRAKAUER, MATT ELLIS, AND MARTIN ADICKMAN**

**NAY: NONE**

**VILLAGE ELECTION**

**RESOLVED**, that the Village Clerk be hereby authorized to publish a notice for the Village Election on **Tuesday, June 20, 2023**.

The motion was made by **Matt Ellis** and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: LARRY CHALEFF, JANE KRAKAUER, MATT ELLIS, AND MARTIN ADICKMAN**

**NAY: NONE**

**Deputy Mayor Larry Chaleff** made further comments with reference to the operations of the village.

- The new truck for the Village's Department of Public Works will be arriving in a few weeks and the replacement truck will be sold to a third party. The truck will be sold for \$6,000.
- We will be ordering another Ford truck to replace the village's Ford 2009 truck which will also be sold in the future.

The next meeting of the Board of Trustees will be held on **Thursday, February 2, 2023**.

A motion was made to adjourn the meeting at **9:00 P.M.** by **Matt Ellis** and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: LARRY CHALEFF, JANE KRAKAUER, MATT ELLIS, AND MARTIN ADICKMAN**

**NAY: NONE**

Respectfully Submitted,

Danielle Pennise, Village Clerk Treasurer  
Inc. Village of Russell Gardens

