

**MINUTES OF  
THE BOARD OF TRUSTEES MEETING OF THE  
INC. VILLAGE OF RUSSELL GARDENS  
JUNE 3, 2021**

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

**Mayor David Miller** opened the meeting at 8:00 P.M. and read the following statement regarding procedures for this meeting:

Due to public health and safety concerns related to COVID-19, and pursuant to Governor's Executive Orders, including, without limitation Order 202.1 and 202.10 this meeting of the Inc. Village of Russell Gardens Board of Trustees is not being held in person. The Board is meeting by teleconferencing. The meeting will be recorded, and a transcript will be provided later. The public can observe the meeting live online and to submit comments, pursuant to instructions given on the Village website and in the meeting notice. The meeting Agenda is posted on the Village website at [www.russellgardens.com](http://www.russellgardens.com).

**Mayor David Miller:** The Village Clerk Treasurer will now call the roll of the Board for attendance.

**Village Clerk Treasurer, Danielle Pennise** called the roll.

**MINUTES OF MAY 6, 2021, MEETING**

A motion was made by **Larry Chaleff** to accept the minutes of **May 6, 2021**, and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: DAVID MILLER, LARRY CHALEFF, MARTIN ADICKMAN, JANE KRAKAUER, and MATT ELLIS**

**NAY: NONE**

**TREASURER'S REPORT**

The Treasurer's report for the month of **April 30, 2021**, was distributed to the board for review.

**Mayor David Miller** commented, the cash position improved by over \$400 Thousand from last year. A total of six (6) tax payments are outstanding. One (1) tax payment is outstanding for Year 2020 and one (1) tax payment is outstanding for Year 2019.

A motion was made by **Larry Chaleff** to accept the Treasurer's Report and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: DAVID MILLER, LARRY CHALEFF, MARTIN ADICKMAN, JANE KRAKAUER, and MATT ELLIS**

**NAY: NONE**

**BUILDING INSPECTOR'S REPORT** and **MAINTENANCE REPORT** for the month of **May 2021** was distributed to the board for review.

**Mayor David Miller** commented, **Anthony Manta** started working for the Village's Department of Public Works full-time.

A motion was made by **Larry Chaleff** to accept the Building Inspector's and Maintenance Report and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: DAVID MILLER, LARRY CHALEFF, MARTIN ADICKMAN, JANE KRAKAUER, and MATT ELLIS**  
**NAY: NONE**

**OLD BUSINESS: New Hire for Village Administration**

**Jennifer Terman** joined the staff of administration and is Secretary to the Board of Trustees. She is currently being trained for the position Deputy Village Clerk Treasurer/Court Clerk.

**NEW BUSINESS: Village 2021 Storm Water Management Program Annual Report**  
**Proposal to Hire Cleaning Service for Village Hall**

A Draft of the **Village 2021 Storm Water Management Program Annual Report** (SWMPAR) is now available for public review on the Village's website ([www.russellgardens.com](http://www.russellgardens.com)) and at Village Hall. The Village Storm Water Management Program Plan Documents are also available for public review at Village Hall. Comments and questions on the Village Storm Water Management Program can be submitted to (516) 482-8246.

**Mayor David Miller** announced a proposal to hire a cleaning service to clean Village Hall every other week.

The mayor read the following resolution:

**VOUCHERS-GENERAL ACCOUNT**

**RESOLVED** to approve disbursements from the checking account for the month of **May 2021**, Check #'s **21653-21690** including Electronic transfers, Paychex Payroll and Direct Deposit. **Total Disbursements** in the amount of **\$138,083.65**.

A motion was made by **Larry Chaleff** and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: DAVID MILLER, LARRY CHALEFF, MARTIN ADICKMAN, JANE KRAKAUER, and MATT ELLIS**  
**NAY: NONE**

**Questions were answered from the public.**

**Mayor David Miller** added, **Executive Order 202.1** which is currently in effect through **June 16, 2021**, will expire soon and public meetings will resume at Village Hall. The next meeting will be held on July 8, 2021.

A motion was made to adjourn the meeting at 8:30 P.M. by **Larry Chaleff** and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: DAVID MILLER, LARRY CHALEFF, MARTIN ADICKMAN, JANE KRAKAUER, and MATT ELLIS**  
**NAY: NONE**

Respectfully submitted,

Danielle Pennise  
Village Clerk Treasurer  
Inc. Village of Russell Gardens

