

**INC. VILLAGE OF RUSSELL GARDENS  
BOARD OF TRUSTEES  
MONTHLY MEETING AGENDA  
VIRTUAL MEETING-SEPTEMBER 1, 2022**

**Meeting Introduction via Zoom by the Mayor.**

- 1. Minutes – July 14, 2022**
  - 2. Treasurer’s Report – June 2022**
  - 3. Building Inspector’s Report – July 2022 and Aug. 2022**
  - 4. Maintenance Report – July 2022 and Aug. 2022**
  - 5. Overview of Year End 2/28/2022 Financial Statements by Skinnon & Faber CPA, P.C.**
  - 6. Public Hearings Scheduled**
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**VILLAGE FINANCIAL STATEMENTS YEAR END 2/28/2022**

An overview of a **Draft of the Village Financial Statements and Audit Report** for the **Fiscal Year Ending 2/28/2022** will be provided by **Skinnon & Faber CPA, P.C.**

**PUBLIC HEARING SCHEDULED**

To schedule a Public Hearing on **October 6, 2022, at 8:00 P.M.** Proposed **Bill No. 2-2022**, A Local Law to amend the **Inc. Village of Russell Gardens Code Chapter 55** entitled “**Vehicles and Traffic**” by adding a **Section C** under **Section 55-4.**

To schedule a Public Hearing on **October 6, 2022, at 8:10 P.M.** Proposed **Bill No. 3-2022**, A Local Law to amend the **Inc. Village of Russell Gardens Code Chapter 41** entitled “**Signs**” by adding a **Section W** under **Section 41-7.**

To schedule a Public Hearing on **October 6, 2022, at 8:15 P.M.** Proposed **Bill No. 4-2022**, A Local Law to amend the **Inc. Village of Russell Gardens Code Section 41-6** entitled “**Permitted Signs.**” **Subsection 1. of C. Business District.**

**PROPOSED RESOLUTIONS:**

- 1. VILLAGE FINANCIAL STATEMENTS**  
**RESOLVED**, that the **Draft of the Inc. Village of Russell Gardens Financial Statements and Audit Report** for the **Fiscal Year Ending 2/28/2022** prepared by **Skinnon & Faber CPA, P.C.** are accepted as presented.
- 2. VOUCHERS-GENERAL FUND ACCOUNT**  
**RESOLVED**, to approve **disbursements from First National Bank of Long Island General Funds Checking Account** in the amount of **99,831.60** for invoices paid in **June 2022**, Check #'s 1367 to 1392, including Electronic Transfers, Paychex Payroll and Direct Deposit.
- 3. RESOLVED**, to approve **disbursements from First National Bank of Long Island General Funds Checking Account** in the amount of **\$130,924.81** for invoices paid in **July 2022**, Check #'s 1393 to 1455, including Electronic Transfers, Paychex Payroll and Direct Deposit.

4. **VILLAGE PERMITS**  
**RESOLVED**, to approve that a **submission of a permit** to a property owner from the Inc. Village of Russell Gardens **will expire 6 months** from the date of issuance, except for newly constructed dwellings or new additions to dwellings. Commercial/construction/alterations have an expiration at a minimum of 12 months.
  5. **PERMIT APPLICATIONS**  
**RESOLVED**, that permit applications **not resulting in issuance** from the Village **will expire in 60 days**. This will apply if there is no action taken by the applicant in submitting the required permit documents to the village and/or responding to a request from the Village Building Department or Board in relation to the application.
  6. **CABLE FEE**  
**RESOLVED**, to allow **North Shore TV (NSTV)** to collect a 2% franchise fee, where now it collects 1%. (This is a no cost to the village).
  7. **APPOINTMENT OF VILLAGE PROSECUTOR**  
**RESOLVED**, to approve **Adam Covitt** as **Village Prosecutor** for the Inc. Village of Russell Gardens. Compensation is **\$450.00** per court session.
  8. **COMPENSATION OF VILLAGE JUSTICES**  
**RESOLVED**, to approve the new compensation rate of the Village's Justices, **Edward Goodman** and Associate Justice, **Laurie Berlin** at **\$450.00** per court session.
  9. **AUDIT-VILLAGE COURT JUSTICE ACCOUNTS**  
**RESOLVED**, to adopt the audit report for the **Village Justice Court** accounts of the Inc. Village of Russell Gardens for the **Fiscal Year Ended 2/28/2022** prepared by **Skinnon & Faber CPAs, P.C.**
  10. **JUSTICE COURT ASSISTANCE PROGRAM**  
**RESOLVED**, to authorize the **Inc. Village of Russell Gardens Justice Court** to apply for a grant from the Justice Court Assistance Program (**JCAP**) of up to **\$30,000.00** for the **Year 2022-2023**.
- CONTRACT RENEWAL**
11. **CHECKLIST PROGRAM**  
**RESOLVED**, to authorize the Mayor to renew the Building Department's program, an agreement with **Arvid Assoc., Inc.** located at 8190 Sheridan Dr., Buffalo, NY, 14221 for annual license and support of **Checklist Program from 8/1/22-7/31/2023** in the amount of **\$950.00**.
  12. **VILLAGE MUNICIPAL INSURANCE POLICY**  
**RESOLVED** to authorize the Mayor to renew the **Village Municipal Insurance Policy** with **Salerno Brokerage Corp.**-Policy Dates **7/22/2022-7/22/2023** in the amount of **\$31,280.81** and to renew cyber coverage from **Cowbell Cyber for Liability Insurance** at **\$1,848** for a total cost of **\$33,128.81** annually.

**13. INTERMUNICIPAL AGREEMENT**

**RESOLVED**, to accept the amended Intermunicipal Agreement existing between the Inc. Village of Russell Gardens and the **Town of North Hempstead** with an extended term to **July 31, 2027**.

**14. CSEA UNION CONTRACT**

**RESOLVED** to authorize the Mayor to enter into a collective bargaining agreement with the **Civil Service Employees' Assoc., Inc. Local 1000, AFSCME, AFL-CIO**, referred to as "CSEA", located at 143 Washington Ave., Albany, NY as set forth in the contract dated **March 1, 2019 through February 28, 2026** with the agreed terms and conditions of employment for employees in the bargaining unit.

**15. NEW VILLAGE CONTRACT-DRUG TESTING**

**RESOLVED** to authorize the Inc. Village of Russell Gardens to enter into an agreement with **Energetix, Inc.** in facilitating drug testing with Quest Diagnostics and Labcorp. for testing village employees of the Department of Public Works. The village will be a participant of the NYS DOT contract with Energetix, Inc.

**16. TREASURY DIRECT PROGRAM**

**RESOLVED** to authorize the Inc. Village of Russell Gardens to establish an account under the "**Treasury Direct**" program, to invest in Treasury bills purchased under the "Treasury Direct" program with securities registered in the name of the village.

**17. TAX EXEMPT STATUS**

**RESOLVED** to approve the application for Alternative Veterans Exemption from Real Property Taxation for homeowner Martin Ross of 23 Tain Dr., Great Neck, NY, 11021.

**Conclusion of Meeting: Village Updates – Mayor's Comments**

- **Progression of Installation of Village Surveillance Cameras -**  
Cameras have been installed on poles at five of the new eight locations. A Monitor for these locations has been connected to Village Hall.
- **Cobra head lights** on Northern Blvd. and Middle Neck Rd. were replaced with LED fixtures by the State.
- **Remaining new village garbage pails** were installed at Clent Rd./Tain Dr. Triangle and Clent Rd. and the Village property line adjoining the Village of Thomaston.
- **DPW** performed their **annual maintenance of painting** street lines, stop lines and parking spot lines at Melbourne Rd., Dunster Rd. and Darley Rd.
- **Follow-up on Trustees discussion** at July's meeting on the change of meeting day for monthly Board of Trustees.

**THE NEXT MEETING OF THE BOARD OF TRUSTEES WILL TAKE PLACE  
ON THURSDAY, OCTOBER 6, 2022.**