

**INC. VILLAGE OF RUSSELL GARDENS
BOARD OF TRUSTEES-
AGENDA
October 1, 2020**

- 1.Minutes –September, 2020
- 2.Treasurer's Report-August, 2020
- 3.Building Inspector's Report –September- 2020
- 4.Maintenance Report – September 2020
- 5.Old Business-
- 6.New Business

Public Hearing @ 8:00 pm, PROPOSED BILL 1-2020; A Local Law to amend Russell Gardens Code Chapter 55 entitled "Vehicles and Traffic" as it pertains to "Handicapped Parking"

RESOLVED to approve disbursements from the checking account for the month of August, 2020 Check #21225-21271; including Paychex Payroll, Direct Deposit; Total Disbursements \$102,521.94.

PURCHASE OF 250 XP BRUSH BANDIT (CHIPPER)

RESOLVED, that the Village Clerk is directed to prepare the bid package and place a legal notice soliciting sealed bids for purchase of a **250 XP BRUSH BANDIT** in the village's official newspaper (Great Neck News) to be published on October 2, 2020.

FUNDING COMMITMENT-State Aid Program eligible costs

RESOLVED, that the Village Board of the Inc. Village of Russell Gardens hereby authorizes the Mayor to enter into a **Senate 122** Contract Agreement #D040219;Project ID # 0762.02.301 with the New York State Department of Transportation,(NYSDOT) 50 Wolf Road, Albany, NY 12232 related to the repaving of a portion of Merrivale Road, Clent Road and Melbourne Road in Russell Gardens in an amount not to exceed \$125,000 of program funding

FUNDING COMMITMENT-DASNY AWARD # 8912

RESOLVED, that the Board of Trustees of the Village of Russell Gardens hereby states its support for the DASNY SAM Grant award #8912 in the amount of \$150,000 for installation of LED LIGHTING and

RESOLVED that the Village of Russell Gardens will commit an additional sum up to \$40,000 for this project and authorizes the Mayor to sign any and all necessary documents, and have the documents reviewed by the Village Attorney.

APPOINT SECRETARY TO BOARD OF TRUSTEES

RESOLVED to appoint Danielle Pennise as Secretary to the Board of Trustees at a yearly salary of \$50,000. with standard work week for such position as established at 35 hours per week and the normal working hours for such position shall be 8:00AM-3:00PM, Monday thru Friday. and it is further **RESOLVED**, that such employment shall constitute full-time employment, and that the person serving in such position under such terms of employment shall be entitled to all of the benefits available to full-time employees of the Village of Russell Gardens in accordance with the offer letter signed by Danielle Pennise on August 27,2020.

APPOINTMENT TO DESIGN REVIEW BOARD

RESOLVED to appoint Ron Nahum as a member of Design Review Board to complete the term vacated by Robin Sherman.

RESOLVED to appoint Jason Jia as Chairperson of Design Review Board to replace Gary Karmel.

Resolution for Retention and Disposition Schedule for New York Local Government Records (LGS-1)

RESOLVED, by the Board of Trustees of the Village of Russell Gardens (“Village”) that the Retention and Disposition Schedule for New York Local Government Records (LGS-1) (hereinafter “LGS-1”), as issued by the New York State Education Department pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein; and it is further

RESOLVED, that in accordance with Article 57-A: a) records will be disposed of only after they have met the minimum retention periods described in LGS-1; and b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods; and it is further

RESOLVED, that this resolution shall take effect immediately upon adoption, and shall supersede and replace any previously approved Records Retention Schedule(s) adopted or implemented by the Village.

RATIFY ACTION TAKEN

RESOLVED to authorize the Mayor to sign an agreement with Share Builder Corp to repair/replace steps, landing and walkway in front of the Russell Gardens Village Hall at an amount not to exceed \$10,000.

**THE REGULAR MEETING OF THE BOARD OF TRUSTEES WILL TAKE PLACE ON
THURSDAY, NOVEMBER 5, 2020.**

