

**MINUTES OF
THE BOARD OF TRUSTEES MEETING OF THE
INC. VILLAGE OF RUSSELL GARDENS
MAY 6, 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 8:05 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.

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 APRIL 8, 2021, MEETING

A motion was made by **Larry Chaleff** to accept the minutes of **April 8, 2021**, and seconded by **Martin Adickman**.

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 **March 31, 2021**, was distributed to the board for review.

Mayor David Miller commented, the village's cash position is strong. As of March 31, 2021, \$2.7 Million in Cash compared to last year of \$2.4 Million in cash. A total of eight (8) tax payments are outstanding for the year 2021.

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

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 **April 2021** was distributed to the board for review.

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

VOTE OF THE BOARD OF TRUSTEES

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

NAY: NONE

NEW BUSINESS: Davey Resource Group Inc.-Tree Inventory

Davey Resource Group Inc. has completed the inventory of 671 village trees, excluding the trees in the park. The determination of a specific Management Plan, which is the recommended maintenance plan is to follow.

Mayor David Miller read the following resolutions:

VOUCHERS-GENERAL ACCOUNT

RESOLVED to approve disbursements from the checking account for the month of **April 2021**, Check #'s **21617- 21652** including Electronic transfers, Paychex Payroll and Direct Deposit. **Total Disbursements** in the amount of **\$91,483.71**.

A motion was made by **Larry Chaleff** and seconded by **Martin Adickman**.

VOTE OF THE BOARD OF TRUSTEES

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

2021-2022 BUDGET MODIFICATIONS

RESOLVED to approve the attached **Budget Modifications** as of **3/31/2021**.

RESOLVED to approve the attached **Budget Modifications** as of **4/30/2021**.

Mayor David Miller commented, the adjustments to the budget is not to move money to fulfill a category. It is just a movement of funds to another line because of title change or category.

A motion was made by **Larry Chaleff** and seconded by **Martin Adickman**.

VOTE OF THE BOARD OF TRUSTEES

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

TAX EXEMPT STATUS

RESOLVED to approve the **application for Alternative Veterans Exemption from Real Property Taxation** for homeowner Harold Gottlieb of 6 Linford Rd., Great Neck, NY, 11021.

A motion was made by **Larry Chaleff** and seconded by **Martin Adickman**.

VOTE OF THE BOARD OF TRUSTEES

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

CONTRACTS/AGREEMENTS

RESOLVED to authorize the mayor to sign an agreement/contract with **Gold Coast Tennis**; 31 Prospect St., Huntington, NY 11743 pursuant to the terms and conditions provided in the agreement to recondition three (3) red clay tennis courts for a **total cost of \$6,800**.

Mayor David Miller commented, we have used **Gold Coast Tennis** in the past to pave our tennis courts.

A motion was made by **Larry Chaleff** and seconded by **Martin Adickman**.

VOTE OF THE BOARD OF TRUSTEES

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

RESOLVED to authorize the mayor to sign an agreement at no cost, to become a member with **Sourcewell**, 202 12th St. NE, P.O. Box 219, Staples, MN 56479, formerly known as National Joint Powers Alliance which will make cooperative purchasing contracts available to members whereby, the member will enter the contract directly with vendors pursuant to the terms and conditions provided in the agreement.

Mayor David Miller commented, this will allow us to receive special pricing for municipalities for the purchase of assets.

A motion was made by **Larry Chaleff** and seconded by **Martin Adickman**.

VOTE OF THE BOARD OF TRUSTEES

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

FULL-TIME HIRE

RESOLVED to appoint **Jennifer Terman** as **Secretary to the Board of Trustees** at a yearly salary of **\$45,000** with a standard work week for such position as established at 35 hours per week and the normal working hours for such position shall be 8:00 A.M.-3:00 P.M., 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 the benefits available to full-time employees of the Inc. Village of Russell Gardens in accordance with the offer letter signed by Jennifer Terman on May 3, 2021.

A motion was made by **Larry Chaleff** and seconded by **Martin Adickman**.

VOTE OF THE BOARD OF TRUSTEES

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

RESOLVED to hire **Tony Manta** as a **Full-Time, Motor Equipment Operator Trainee** in the Department of Public Works at an annual salary of **\$42,640**.

A motion was made by **Larry Chaleff** and seconded by **Martin Adickman**.

VOTE OF THE BOARD OF TRUSTEES

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

JULY MEETING

RESOLVED that the July meeting of the Board of Trustees scheduled for July 1, 2021, will instead be held on **July 8, 2021**.

Mayor David Miller commented, most likely by the summer we will have a live meeting.

A motion was made by **Larry Chaleff** and seconded by **Martin Adickman**.

VOTE OF THE BOARD OF TRUSTEES

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

No questions from the public.

A motion was made to adjourn the meeting at 8:35 P.M. by **Larry Chaleff** and seconded by **Martin Adickman**.

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