

**INC. VILLAGE OF RUSSELL GARDENS
BOARD OF TRUSTEES MONTHLY MEETING AND PUBLIC HEARING**

SEPTEMBER 5, 2024 at 8:00 P.M.

LOCATION: VILLAGE HALL

AGENDA

Board Members:

David M. Miller, Mayor

Lawrence Chaleff, Deputy Mayor

Martin Adickman, Trustee

Matthew Ellis, Trustee

Jane Krakauer, Trustee

- **INTRODUCTION-By Mayor David M. Miller at 8:00 P.M.**
 - **PUBLIC HEARINGS**
 - **PUBLIC COMMENT**
 - **REGULAR MEETING**
-

PUBLIC HEARINGS:

Public Hearing at 8:05 P.M. To amend **Russell Gardens Code with the addition of Section 40A through Section 40A-15** (previously introduced as section 39-1To 39-15) entitled **“Rental Registry/Registry of Leases”**. (Refer to **Local Law 4-2024**).

Public Hearing at 8:10 P.M.-To amend **Russell Gardens Code Chapter 60**, entitled **“Zoning”** with the following subsections to be amended (Refer to **Local Law 5-2024**):

1. Subsection 60-2 entitled “Definitions”
2. Article III entitled “Residence AA District”, subsection I
3. 60-11 entitled “Permitted uses”, subsection J
4. Subsection 60-13.2 entitled “Maximum floor area”
5. Subsection 60-14 entitled “Yards”, amended to add a new subsection E
6. Subsection 60-14.1 entitled “Minimum dimensions of private, noncommercial garages” amended to add a new subsection C

7. Subsection 60-15 entitled "Building height"
8. Article IV entitled "Residence A District", Subsection 60-19 entitled "Permitted uses", subsection I
9. Subsection 60-19 entitled "Permitted uses", subsection J
10. Subsection 60-21.2 entitled "Maximum floor area"
11. Subsection 60-22 entitled "Yards", amended to add a new subsection E and F
12. Subsection 60-22.1 entitled "Minimum dimensions of private, noncommercial garages", amended to add a new subsection C.
13. Subsection 60-23 entitled "Building height"
14. Article V entitled "Residence B District" subsection 60-29.7 entitled "Permitted uses"
15. Article V entitled "Residence B District" subsection 60-29.2 entitled "Maximum floor area"
16. Subsection 60-30 entitled "Yards" amended to add a new subsection D
17. Subsection 60-31 entitled "Building height"

PUBLIC COMMENT

SCHEDULE NEXT PUBLIC HEARING

To schedule a public hearing on October 10, 2024, Import Masters is seeking a renewal for a special use permit at the location 275 Northern Blvd., Great Neck, NY, Section 2, Block 241 and Lot 20.

REGULAR MEETING

- **Minutes** – July 11, 2024
- **Treasurer's Report** – June 30, 2024 and July 31, 2024
- **Building Inspector's Report** – July 2024 and August 2024
- **Maintenance Report** – July 2024 and August 2024

RESOLVED, to adopt the **July 11, 2024** Minutes, Treasurers Report for the period **June 30, 2024 and July 31, 2024**, Building Inspector's Report and Maintenance Report for the month of **July and August 2024**.

VILLAGE FINANCIAL STATEMENTS YEAR END 2/29/24 OVERVIEW

Rachel Marfoglio, Partner at Skinnon & Faber CPA, P.C. will present an overview of the Draft of the Financial Statement and Audit Report for the Fiscal Year ending 2/29/2024.

RESOLUTIONS TO BE APPROVED BY BOARD:

1. **RESOLVED**, that the Draft of the Inc. Village of Russell Gardens Financial Statements and Audit Report for the Fiscal Year Ending 2/29/24 prepared by Skinnon & Faber CPA, P.C. are accepted as presented.
2. **RESOLVED**, to authorize the Mayor to enter into an agreement with Skinnon & Faber CPAs, P.C to perform an examination and audit of the financial statements of the Inc. Village of Russell Gardens, including preparation and filing of the Annual Financial Report (AFR), issuance of an auditor's report, and financial statements in conformity with GAAP for the year ended February 28, 2025 at a fee of \$13,900.
3. **RESOLVED**, to adopt the audit report prepared by Skinnon & Faber CPAs, P.C. for the Village Justice Court accounts of the Inc. Village of Russell Gardens for the Fiscal Year Ended 2/29/2024.
4. **RESOLVED**, to authorize the Mayor to enter into an agreement with Skinnon & Faber CPAs, P.C to perform an annual examination of the court records and dockets of the Justice Court of the Inc. Village of Russell Gardens for the period March 2024 through February 2025 at a fee of \$950.
5. **INVOICES- GENERAL FUND ACCOUNT:**
RESOLVED, to approve \$195,145.76 total disbursements from the village's General Fund Checking Account at First National Bank of Long Island, for invoices paid in the amount of \$140,727.47 in July 2024, Check # 1000 to 1065 and electronic funds transfers in the amount of \$3,238.74 and Payroll disbursements of \$51,179.55 for three payrolls in July.
RESOLVED, to approve \$155,803.02 total disbursements from the village's General Fund Checking Account at First National Bank of Long Island for invoices paid in the amount of \$121,772.79 in August 2024, Check # 1066 to 1089 and electronic funds transfers in the amount of \$308.23 and Payroll disbursements of \$33,722.00 for payrolls in August.

6. **CONTRACTS:**

RESOLVED, to authorize the Mayor to renew the Village Municipal Insurance Policy with Salerno Brokerage Corp. – Policy Dates 7/22/2024-7/22/2025 in the amount of \$41,558.25, total annual cost includes renewal of cyber coverage from Cowbell Cyber for Liability Insurance of \$1,722.

7. **RESOLVED**, to authorize the Mayor to enter into an agreement with James Antonelli, P.E. of West Side Engineering, PC (26 West End Ave., Massapequa, NY 11758) to assist the village to comply with the requirements of the New York State Dept. of Environmental Conservation (NYSDEC) General Permit for stormwater discharges from municipal storm systems at a fee of \$6,000.

8. **RESOLVED**, to authorize the Mayor to sign an agreement with Share Builder Corp. (53 Stevens St., Roosevelt, NY 11575) to approve \$11,000, one of three agreements of which the board adopted on 6/6/24 and 7/11/24, to repair curbing on both sides of Wensley Dr. and approximately 400 ft. of Melbourne Rd. which includes resetting of Belgium blocks and repair of concrete curb as necessary. **RESOLVED**, to approve three separate contracts with Share Builder Corp., Total \$33,000, to repair the balance of Melbourne Rd., Dunster Rd. and Darley Rd., except the remaining 100 ft. of each street on both sides adjacent to Middle Neck Rd.

9. **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 for the Year 2024-2025.

10. **APPOINTMENT**

RESOLVED, that Danielle Pennise appointed Village Clerk Treasurer on July 13, 2023 will continue her two year appointed term expiring July 10, 2025.

▪ **OATH of Village Clerk Treasurer**

11. **RESOLVED**, to appoint George Schuman to the Zoning Board of Appeals of the Inc. Village of Russell Gardens for five years, expiring July 12, 2029.

12. **BOARD OF TRUSTEES MEETING:**

RESOLVED, to set the next Board of Trustees meeting on Thursday, October 10, 2024.

ANNOUNCEMENTS- Comments from Mayor David Miller

- Village Roads-Potholes have been filled and cracks have been sealed throughout the village by our Dept. of Public Works. In addition, joint repair and concrete curbs have been repaired by Share Builder Corp. and are ongoing until all curbing have been completed.
- A reminder from the village code, Landscaping should be done from 8:00 a.m. to 6:00 p.m. Monday-Friday and on Saturday, between the hours of 9:00 a.m. to 6:00 p.m. No work is permitted on Sundays. Gas-powered leaf blowers are prohibited from July 1st to September 15th-Monday-Friday and no gas-powered blowers are allowed on weekends throughout the year.

**THE NEXT MEETING OF THE BOARD OF TRUSTEES WILL TAKE PLACE ON THURSDAY,
OCTOBER 10, 2024.**