

**INC. VILLAGE OF RUSSELL GARDENS
BOARD OF TRUSTEES MONTHLY MEETING
SEPTEMBER 3, 2026 at 7:00 P.M.
LOCATION: VILLAGE HALL**

PRESENT: David M. Miller, Mayor, Lawrence Chaleff, Deputy Mayor, Ron Nahum, Trustee, Andrew Rouchou, Trustee, Robin Sherman, Trustee, Clerk Treasurer Melissa Mandelbaum

ABSENT: None

Mayor David M. Miller opened the public hearing at 7:00 P.M.

PUBLIC HEARING

Mayor Miller opened the Public Hearing at 7:00PM and read and explained the changes made to Bill 4-2026 to amend A LOCAL LAW 3-2026 to amend Russell Gardens Code Chapter 12 entitled "Building Construction." To take out the word "**Central**" and to add in "**heat pumps**" to all instances mentioned.

A LOCAL LAW 3-2026 to amend Russell Gardens Code Chapter 12 entitled "Building Construction."

Section One. Russell Gardens Code Chapter 12 entitled "Building Construction" Article I entitled "General Provisions" Section 2 entitled "State Building Construction Code and Manual" subsection A is hereby amended to read as follows:

- A. Without intending to specify each and every instance in which a building permit is required, no person, firm or corporation shall commence the erection, construction, enlargement, alteration, removal, improvement, demolition, conversion or change in the nature of the occupancy of any building, structure or land area or of any platform, staging or flooring to be used for standing or seating purposes; the addition or removal of any window or the change in size or shape of an existing material or color that is different from the existing roof; or the cutting or widening of any driveway so as to change its contour in such a way as to provide, in width, for the parking of more than one passenger automobile and/or in such a way as to diminish or reduce the preexisting or existing lawn area and/or to permit any parking of any kind or description, including but not limited to boats or vehicles of any kind, on said lawn area or to diminish or curtail the front or rear yards as free, open and unoccupied spaces with respect to any structure; or the cutting or restoration of a curb; or the removal of shrubs and trees from vacant lands; or the excavation or stripping of land in connection, directly or indirectly, with the preparation for construction or alteration of any structures; or the installation or alteration of any plumbing system. air-conditioning system or heat pump; or the removal of soil, sand or gravel from vacant land; the movement, importation or removal of earth which raises or lowers the existing elevation of the ground for any parcel, vacant or improved, by one foot or more; or to erect a fence; or to erect scaffolding or sidewalk bridging; or to engage in

any other activity or operation covered by this chapter, or cause the same to be done, without first obtaining a separate building permit from the Village for each such building, structure, activity or operation and paying the requisite fee therefor.

Section Two. Russell Gardens Code Chapter 12 entitled "Building Construction" Article IV entitled "Building Permits" Section 12 entitled "Building permit requirements" subsection A is hereby amended to read as follows:

- A. Without intending to specify each and every instance in which a building permit is required, no person, firm or corporation shall commence the erection, construction, enlargement, alteration, removal, improvement, demolition, conversion or change in the nature of the occupancy of any building, structure or land area or of any platform, staging or flooring to be used for standing or seating purposes; the addition or removal of any window or the change in size or shape of an existing window; the replacement of an entire roof with a material or color that is different from the existing roof; or painting the exterior of all or a portion of any building or structure; or the cutting or widening of any driveway so as to change its contour in such a way as to provide, in width, for the parking of more than one passenger automobile and/or in such a way as to diminish or reduce the preexisting or existing lawn area and/or to permit any parking of any kind or description, including but not limited to boats or vehicles of any kind, on said lawn area or to diminish or curtail the front or rear yards as free, open and unoccupied spaces with respect to any structure; or the cutting or restoration of a curb; or the removal of shrubs and trees from vacant lands; or the excavation or stripping of land in connection, directly or indirectly, with the preparation for construction or alteration of any structures; or the installation or alteration of any plumbing system, air-conditioning system or heat pump; or the removal of soil, sand or gravel from vacant land; the movement, importation or removal of earth which raises or lowers the existing elevation of the ground for any parcel, vacant or improved, by one foot or more; or to erect a fence; or to engage in any other activity or operation covered by this chapter, or cause the same to be done, without first obtaining a separate building permit from the Village for each such building, structure, activity or operation and paying the requisite fee therefor.

Section Three. Russell Gardens Code Chapter 12 entitled "Building Construction" Article VII entitled "Plumbing, Heating and Air Conditioning" Section 25 entitled "Licensed plumber and/or qualified contractor required" is hereby amended to read as follows:

All plumbing, heating and air-conditioning work shall be performed by or under the direct supervision of a plumber and/or heating and air-conditioning contractor duly licensed by and/or qualified to work in the Town of North Hempstead. The plumber and/or heating and air-conditioning contractor having such supervision of the work to be done

shall be directly and personally responsible for compliance with this Article, even though he does not personally perform the work.

Section Four. Russell Gardens Code Chapter 12 entitled "Building Construction" Article VII entitled "Plumbing, Heating and Air Conditioning" Section 27 entitled "Air conditioning" subsection A is hereby amended to read as follows:

- A. Residential zones; location. No air-conditioning condenser or heat pump for use in a one-family residential dwelling shall be installed or situated at an exterior location on the premises unless it shall be in a rear or side yard. In the Residential A District such condenser shall be installed at least 15 feet from any such side or rear property line; in the Residential B District, such condenser shall be installed at least 13 feet from any such side property line and at least 20 feet from any such rear property line.

Section Five. This local law shall take effect immediately upon filing with the Secretary of State.

A Motion was made by Lawrence Chaleff and seconded by Andrew Rouchou to approve the changes to amend LOCAL LAW 3-2026 to amend Russell Gardens Code Chapter 12 entitled "Building Construction." To take out the word "**Central**" and to add in "**heat pumps**" to all instances mentioned, and can now be filed with the Secretary of State.

VOTE OF THE BOARD OF TRUSTEES:

AYE: David Miller, Lawrence Chaleff, Ron Nahum, Andrew Rouchou, Robin Sherman

NAY: NONE

Mayor Miller Introduced Bill 5-2026 to amend Local Law 60-2 Definitions Accessory Structure to remove "air conditioning condensers"

Local Law 60-11 Permitted uses. I (3) to remove "air conditioning condensers"

Local Law 60-19 Permitted uses. I (3) to remove "air conditioning condensers"

PUBLIC HEARING CLOSED 7:09PM

REGULAR PUBLIC MEETING was opened at 7:09PM

RESOLUTION 26-74

A Motion was made by Lawrence Chaleff and seconded by Andrew Rouchou, to adopt the July 9, 2026 Minutes, Treasurers Report for the period July 31, 2026 and August 31, 2026, Building Inspector's Report and Maintenance Report for the months of July and August 2026.

VOTE OF THE BOARD OF TRUSTEES:

AYE: David Miller, Lawrence Chaleff, Ron Nahum, Andrew Rouchou, Robin Sherman

NAY: NONE

VILLAGE FINANCIAL STATEMENTS YEAR END 2/28/26 OVERVIEW

Frank Faber, Partner at Skinnon & Faber CPA, P.C. presented an overview of the Draft of the Financial Statement and Audit Report for the Fiscal Year ending 2/28/2026. At 7:11PM and closed at 7:26PM

RESOLUTION 26-75

A Motion was made by Lawrence Chaleff and seconded by Andrew Rouchou to accept the Draft of the Inc. Village of Russell Gardens Financial Statements and Audit Report for the Fiscal Year Ending 2/28/26 prepared by Skinnon & Faber CPA, P.C. are accepted as presented.

VOTE OF THE BOARD OF TRUSTEES:

AYE: David Miller, Lawrence Chaleff, Ron Nahum, Andrew Rouchou, Robin Sherman

NAY: NONE

RESOLUTION 26-76

A Motion was made by Lawrence Chaleff and seconded by Andrew Rouchou 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, 2027 at a fee of \$14,400, plus a one time fee of \$2,500 for GASB 103, Financial Reporting Model Improvements. Totaling \$16,900.

VOTE OF THE BOARD OF TRUSTEES:

AYE: David Miller, Lawrence Chaleff, Ron Nahum, Andrew Rouchou, Robin Sherman

NAY: NONE

RESOLUTION 26-77

A Motion was made by Lawrence Chaleff and seconded by Andrew Rouchou for Board of Trustees to appoint Pei Ng to serve as a member of the Design Review Board to complete the term until July 7, 2027 left vacant by Nina Wright.

VOTE OF THE BOARD OF TRUSTEES:

AYE: David Miller, Lawrence Chaleff, Ron Nahum, Andrew Rouchou, Robin Sherman

NAY: NONE

RESOLUTION 26-78

A Motion was made by Lawrence Chaleff and seconded by Andrew Rouchou to approve \$386,016.20 total disbursements from the village's General Fund Checking Account at Connect One Bank, for invoices paid in the amount of \$262,590.56 in July 2026 and August 2026, Check #1903-1969 and electronic funds transfers E120-E151 and 5 Payroll disbursements for July and August in the amount of \$123,425.64.

VOTE OF THE BOARD OF TRUSTEES:

AYE: David Miller, Lawrence Chaleff, Ron Nahum, Andrew Rouchou, Robin Sherman

NAY: NONE

RESOLUTION 26-79

A Motion was made by Lawrence Chaleff and seconded by Ron Nahum to modify the 2026/2027 Budget, as recommended by Mayor Miller and Village Clerk-Treasurer Melissa Mandelbaum as follows:

Increase the following expenditure accounts:

A0.5110.42 Street Maint. Street Repair - \$200,000 (From roads/Infrastructure Reserves)

A0.5110.20 Street Maint. Equipment - \$200,000 (From capital equipment/trucks Reserves)

A0.1325.4B Software Contractual - \$15,000 (From technology Reserves)

A0.1620.40 Building Maintenance – Supplies - \$35,000 (From technology Reserves)

A0.1325.4A Records Management - \$50,000 (From technology Reserves)

A0.1620.20 Building Maintenance - \$60,000 (From building maintenance Reserves)

Appropriated fund balance:

Roads/Infrastructure - \$200,000

Capital Equipment/Trucks - \$200,000

Technology - \$100,000

Building Maintenance - \$60,000

And to revise the 26/27 Budget as follows:

A0.1010.1 (Sec to Board of Trustees) (\$5,321.70)

A0.1110.2 (Municipal Court Equipment) \$850

A0.1320.4 (Auditor) \$1,044.70

A0.1450.4 (Election- Contractual Expenses) \$2,107

A0.8610.4 (Rent Admin Contractual) \$1,320

VOTE OF THE BOARD OF TRUSTEES:

AYE: David Miller, Lawrence Chaleff, Ron Nahum, Andrew Rouchou, Robin Sherman

NAY: NONE

RESOLUTION 26-80

A Motion was made by Lawrence Chaleff and seconded by Ron Nahum to authorize the Mayor to renew the Village Municipal Insurance Policy with Salerno Brokerage Corp. – Policy Dates 7/22/2026-7/22/2027 in the amount of \$49,723.25.

VOTE OF THE BOARD OF TRUSTEES:

AYE: David Miller, Lawrence Chaleff, Ron Nahum, Andrew Rouchou, Robin Sherman

NAY: NONE

RESOLUTION 26-81

A Motion was made by Lawrence Chaleff and seconded by Ron Nahum that the Board of Trustees approve and adopt the attached Capital Asset Policy.

VOTE OF THE BOARD OF TRUSTEES:

AYE: David Miller, Lawrence Chaleff, Ron Nahum, Andrew Rouchou, Robin Sherman

NAY: NONE

RESOLUTION 26-82

A Motion was made by Lawrence Chaleff and seconded by Andrew Rouchou 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 2026-2027.

VOTE OF THE BOARD OF TRUSTEES:

AYE: David Miller, Lawrence Chaleff, Ron Nahum, Andrew Rouchou, Robin Sherman

NAY: NONE

RESOLUTION 26-83

A Motion was made by Lawrence Chaleff and seconded by Ron Nahum 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, 2026 through February 28, 2029 with the agreed terms and conditions of employment for DPW employees in the bargaining unit. The Memorandum of

Agreement was ratified by both Mayor Miller and Brian Gauger on behalf of the members of the DPW crew on Thursday August 13, 2026.

VOTE OF THE BOARD OF TRUSTEES:

AYE: David Miller, Lawrence Chaleff, Ron Nahum, Andrew Rouchou, Robin Sherman

NAY: NONE

RESOLUTION 26-84

A Motion was made by Lawrence Chaleff and seconded by Ron Nahum to set the next Board of Trustees meeting on Thursday, October 1, 2026.

VOTE OF THE BOARD OF TRUSTEES:

AYE: David Miller, Lawrence Chaleff, Ron Nahum, Andrew Rouchou, Robin Sherman

NAY: NONE

ANNOUNCEMENTS- COMMENTS:

Andrew Rouchou:

- Tennis courts now have cameras
- Looking into automating the locks on the tennis courts and hiring someone full-time next season
- Coaches/Pros will need to register with Village Hall going forward

Ron Nahum:

- Sick and dead trees have been removed and we are continuing to assess the next sets of trees that need to be removed.
- If you see a dead limb or dangerous tree please inform the Village immediately.

Lawrence Chaleff:

- Cameras were installed at the roundabout.
- A survey about the roundabout will be distributed online within the next few weeks.

A motion was made by Lawrence Chaleff and seconded by Ron Nahum to adjourn the meeting at 8:15PM

VOTE OF THE BOARD OF TRUSTEES:

AYE: David Miller, Lawrence Chaleff, Ron Nahum, Andrew Rouchou, Robin Sherman

NAY: NONE

THE NEXT MEETING OF THE BOARD OF TRUSTEES WILL TAKE PLACE ON THURSDAY, OCTOBER 1, 2026 at 7PM.