

MINUTES OF JANUARY 2, 2025
THE BOARD OF TRUSTEES
REGULAR MEETING AND PUBLIC HEARING
FOR THE
INC. VILLAGE OF RUSSELL GARDENS

PRESENT Larry Chaleff, Deputy Mayor; Martin Adickman, Trustee; Jane Krakauer, Trustee;
 Danielle Pennise, Village Clerk-Treasurer

ABSENT David M. Miller, Mayor; Matt Ellis, Trustee

PUBLIC HEARING

Deputy Mayor Chaleff called the Public Hearing to order on the adoption of the proposed Village Budget for the Fiscal Year 3/1/2025-2/28/2026. Public hearing was closed at 8:02 p.m.

On a motion by Martin Adickman and seconded by Jane Krakauer it was:

RESOLVED to adopt the proposed Budget for Fiscal Year 2025-2026

VOTE OF THE BOARD OF TRUSTEES:

AYE: CHALEFF, ADICKMAN, KRAKAUER

NAY: NONE

REGULAR MEETING

- Minutes of December 5, 2024 Meeting
- Treasurer's report for November 30, 2024
- Building Inspector's report for December 2024
- Maintenance report for December 2024

A motion was made by Martin Adickman and seconded by Jane Krakauer to accept the Minutes of the December 5, 2024 meeting, Treasurer's Report November 30, 2024, Building Inspector's December 2024 report and Maintenance Report for December 2024.

VOTE OF THE BOARD OF TRUSTEES:

AYE: CHALEFF, ADICKMAN, KRAKAUER

NAY: NONE

VILLAGE TAX ROLL

A motion was made by Martin Adickman and seconded by Jane Krakauer to adopt the Village Tax Roll and Warrant for Fiscal Year 2025-2026.

VOTE OF THE BOARD OF TRUSTEES:

AYE: CHALEFF, ADICKMAN, KRAKAUER

NAY: NONE

ASSESSMENT ROLL

A motion was made by Martin Adickman and seconded by Jane Krakauer to adopt the Final Assessment Roll for the Fiscal Year March 1, 2025 to February 28, 2026.

VOTE OF THE BOARD OF TRUSTEES:

AYE: CHALEFF, ADICKMAN, KRAKAUER

NAY: NONE

VOUCHERS – GENERAL FUND ACCOUNT

A motion was made by Martin Adickman and seconded by Jane Krakauer to approve \$18,927.80 disbursements from First National Bank of Long Island General Fund Checking Account for additional invoices paid in Nov. 2024, Check #'s 1199 to 1211.

A motion was made by Martin Adickman and seconded by Jane Krakauer to approve \$180,908.75 disbursements from First National Bank of Long Island General Fund Checking Account in the amount of \$ 180,908.75 for invoices paid in Dec. 2024, Check #'s 1212 to 1241 including Electronic Transfers and Payroll direct deposits.

VOTE OF THE BOARD OF TRUSTEES:

AYE: CHALEFF, ADICKMAN, KRAKAUER

NAY: NONE

CONTRACTS

A motion was made by Martin Adickman and seconded by Jane Krakauer to to adopt a quorum of its Trustees to attend a public hearing with respect to the renewal of Verizon and Great Neck/North Shore Cable Commission.

VOTE OF THE BOARD OF TRUSTEES:

AYE: CHALEFF, ADICKMAN, KRAKAUER

NAY: NONE

There being no further business, a motion was made by Martin Adickman and seconded by Jane Krakauer to close the meeting 8:10 P.M.

VOTE OF THE BOARD OF TRUSTEES:

AYE: CHALEFF, ADICKMAN, KRAKAUER

NAY: NONE

Respectfully Submitted,

Eileen Clancy

**THE NEXT MEETING OF THE BOARD OF TRUSTEES WILL TAKE PLACE ON
THURSDAY, FEB. 6, 2025.**

**MINUTES OF FEBRUARY 6, 2025
THE BOARD OF TRUSTEES
REGULAR MEETING
FOR THE
INC. VILLAGE OF RUSSELL GARDENS**

PRESENT Larry Chaleff, Depuy Mayor; Trustee Jane Krakauer; Trustee Matt Ellis

ABSENT David M. Miller, Mayor; Martin Adickman, Trustee; Danielle Pennise,
Village Clerk-Treasurer

HEARING SCHEDULED 03/06/2025.

On a motion by Jane Krakauer and seconded by Matt Ellis it was:

RESOLVED to schedule a Public Hearing on March 6, 2025 at 8:00P.M. to adopt **Local Law (1-2025)** to amend Russell Gardens Code Chapter 16, entitled "Design Review Board.

VOTE OF THE BOARD OF TRUSTEES:

AYE: CHALEFF, KRAKUR, ELLIS

NAY: NONE

REGULAR MEETING

MINUTES OF JANUARY 2, 2025

A motion was made by Jane Krakauer to accept the Minutes of January 2, 2025, and was seconded by Matt Ellis

VOTE OF THE BOARD OF TRUSTEES

AYE: CHALEFF, KRAKAUER, ELLIS

NAY: NONE

BUILDING INSPECTOR'S REPORTS/ MAINTENANCE REPORT FOR JANUARY 2025

A motion was made by Jane Krakauer to accept the Building Inspector's Report and Maintenance Report for January 2025 and was seconded by Matt Ellis.

VOTE OF THE BOARD OF TRUSTEES

AYE: CHALEFF, KRAKAUER, ELLIS

NAY: NONE

ADJUSTED BASE PROPORTIONS

RESOLVED that the Adjusted Base Proportions for the **Fiscal Year 2025-2026** are set at:

Homestead: 77.1231 and Non-Homestead: 22.8769

VOTE OF THE BOARD OF TRUSTEES

AYE: CHALEFF, KRAKAUER, ELLIS

NAYE: NONE

VOUCHERS – GENERAL FUND ACCOUNT

RESOLVED, to approve disbursements from First National Bank of Long Island General Funds Checking Account in the amount of \$173,388.02 for invoices paid in January 2025, check #1242 to 1302 including Electronic Transfers and Payroll direct deposits.

VOTE OF THE BOARD OF TRUSTEES:

AYE: CHALEFF, KRAKAUER, ELLIS

NAY: NONE

A motion was made to adjourn the meeting at 8:10 P.M. by Matt Ellis and seconded by Jane Krakauer.

VOTE OF THE BOARD OF TRUSTEED:

AYE: CHALEFF, KRAKAUER, ELLIS

NAY: NONE

THE NEXT MEETING OF THE BOARD OF TRUSTEES WILL TAKE PLACE ON THURSDAY, MARCH 6, 2025.

**MINUTES OF MARCH 6, 2025
THE BOARD OF TRUSTEES
REGULAR MEETING AND PUBLIC HEARING
FOR THE
INC. VILLAGE OF RUSSELL GARDENS**

PRESENT David M. Miller, Mayor; Larry Chaleff, Deputy Mayor, Trustee Martin Adickman; Trustee Matt Ellis and Eileen Clancy, Deputy Village Clerk

ABSENT Jane Krakauer, Trustee; Danielle Pennise, Village Clerk-Treasurer

PUBLIC HEARING

Mayor Miller called the Public Hearing to order to adopt proposed **Local Law (1-2025) “Design Review Board”**. Deputy Mayor Chaleff stated that the village wanted to better articulate what is allowed on the roof (solar panels, sky lights, etc.) and to lower the projection of them from 6” to 4”. The law also further defines what is permitted and not permitted with driveways. It describes the maximum width, where they can be located, where they transverse on the property.

On a motion by Martin Adickman and seconded by Matt Ellis it was:

RESOLVED to adopt **Local Law (1-2025)** to amend **Chapter 16 “Design Review Board**.

VOTE OF THE BOARD OF TRUSTEES:

AYE: MILLER, CHALEFF, ADICKMAN, ELLIS

NAY: NONE

REGULAR MEETING

MINUTES OF FEBRUARY 6, 2025

A motion was made by Larry Chaleff to accept the Minutes of February 6, 2025, and was seconded by Martin Adickman

VOTE OF THE BOARD OF TRUSTEES

AYE: MILLER, CHALEFF, ADICKMAN, ELLIS

NAY: NONE

TREASURER’S REPORT FOR DECEMBER 31, 2024 AND JANUARY 31, 2025

A motion was made by Larry Chaleff to accept the Treasurer’s Reports December 31, 2024 and January 31, 2025, and was seconded by Martin Adickman.

VOTE OF THE BOARD OF TRUSTEES

AYE: MILLER, CHALEFF, ADICKMAN, ELLIS

NAY: NONE

BUILDING INSPECTOR’S REPORTS FOR FEBRUARY 2025

A motion was made by Larry Chaleff to accept the Building Inspector's Report for February 2025 and was seconded by Martin Adickman.

VOTE OF THE BOARD OF TRUSTEES

AYE: MILLER, CHALEFF, ADICKMAN, ELLIS

NAY: NONE

MAINTENANCE REPORT FOR FEBRUARY 2025

A motion was made by Larry Chaleff to accept the Maintenance Report for February 2025 and was seconded by Martin Adickman.

VOTE OF THE BOARD OF TRUSTEES

AYE: MILLER, CHALEFF, ADICKMAN, ELLIS

NAY: NONE

SCHEDULE PUBLIC HEARING 5/1/2025

On a motion made by Martin Adickman and seconded by Matt Ellis, it was **RESOLVED** To schedule a Public Hearing for Local Law 2-2025 to amend Russell Gardens Code Chapter 60 entitled "Zoning" with the following subsections to be amended:

Subsection 60-2 entitled "Definitions"

Article III entitled "Residence AA District", subsection 60-11 entitled "Permitted Uses"

Article IV entitled "Residence A District", subsection 60-19 entitled "Permitted Uses"

Article VII entitled "Business District", subsection 60-48 entitled "Off-street Parking Facilities", subsection H

Addition of new Article X!!! entitled "Religious Uses"

VOTE OF THE BOARD OF TRUSTEES:

AYE: MILLER, CHALEFF, ADICKMAN, ELLIS

NAY: NONE

RESOLUTIONS TO BE APPROVED BY BOARD

ADOPTION OF SEQR NEGATIVE DECLARATION

RESOLVED that the Village is introducing a local law which regulates religious uses. That local law is being introduced today and we are scheduling the public hearing for April 3rd which is the next BOT meeting. The Village hired Nelson and Pope to conduct a SEQR review of the local law. Our consultant determined that a Negative Declaration can be adopted because the adoption of the local law will not have an adverse environmental impact. A copy of Nelson and Pope's report has been distributing to all of you.

At this time, I would like to adopt a resolution designating this Board as lead agent under SEQR and adopting the SEQR Negative Declaration.

VOTE OF THE BOARD OF TRUSTEES:

AYE: MILLER, CHALEFF, ADICKMAN, ELLIS
NAY: NONE

INVOICES – GENERAL FUND ACCOUNT:

RESOLVED to approve \$112,234.32 total disbursements from the village's General Fund Checking Account at First National Bank of Long Island, for invoices paid in February 3, 2025, Check #'s 1303 to 1347, electronic fund transfers and Payroll disbursements for two payrolls in February.

VOTE OF THE BOARD OF TRUSTEES:
AYE: MILLER, CHALEFF, ADICKMAN, ELLIS
NAY: NONE

CONTRACTS:

RESOLVED, to authorize the mayor to enter into an agreement for \$6,250 with H2M Architects + Engineers (538 Broad Hollow Road, 4th Floor, Melville, NY 11747) to provide MS4 mapping support for the Village of Russell Gardens

VOTE OF THE BOARD:
AYE: MILLER, CHALEFF, ADICKMAN, ELLIS
NAY: NONE

FEES:

RESOLVED, to amend the fee schedule as follow:

EV Charging Stations – flat fee of \$250

VOTE OF THE BOARD OF TRUSTEES:
AYE: MILLER, CHALEFF, ADICKMAN, ELLIS
NAY: NONE

TAX REFUNDS:

RESOLVED to authorize payments for reduced assessments to four properties for a total amount of \$1,179.89, for village tax refunds resulting from small claims assessment hearings for the tax year 2024-1015 (see attached list).

BOARD OF TRUSTEES MEETING:

RESOLVED to set the next Board of Trustees meeting April 3, 2025.

VOTE OF THE BOARD OF TRUSTEES:
AYE: MILLER, CHALEFF, ADICKMAN, ELLIS
NAY: NONE

ANNOUNCEMENTS –

There was a short discussion due to a question from a resident in regard to the village planting trees. It was discussed that there is an easement at the front of all the properties in the village which belongs to the village. It was further discussed that there is a process before trees are planted and that mark outs will be performed by various agencies

(water, gas, etc.) to make sure that the trees are not planted where their services are. All the homeowners will be notified before any planting is done.

The board had a short conversation with a resident of 160 South Middle Neck Road in regards to the parking situation and where overnight parking is available.

There being no further business, a motion was made by Larry Chaleff and seconded by Martin Adickman to close the meeting at 8:40 P.M.

THE NEXT MEETING OF THE BOARD OF TRUSTEES WILL TAKE PLACE ON THURSDAY, APRIL 3, 2025.

Respectfully submitted,

Eileen Clancy
Deputy Village Clerk Treasurer

**MINUTES OF APRIL 3, 2025
THE BOARD OF TRUSTEES
REGULAR MEETING AND PUBLIC HEARING
FOR THE
INC. VILLAGE OF RUSSELL GARDENS**

PRESENT Larry Chaleff, Depuy Mayor, Trustee Martin Adickman; Trustee Matt Ellis, Trustee Jane Krakauer, Trustee and Eileen Clancy, Deputy Village Clerk

ABSENT David M. Miller, Mayor

REGULAR MEETING

MINUTES OF MARCH 6, 2025

A motion was made by Martin Adickman to accept the Minutes of March 6, 2025, and was seconded by Jane Krakauer.

VOTE OF THE BOARD OF TRUSTEES

AYE: CHALEFF, ADICKMAN, ELLIS, KRAKAUER

NAY: NONE

TREASURER'S REPORT FOR FEBRUARY 28, 2025

A motion was made by Martin Adickman to accept the Treasurer's Report February 28, 2025 and was seconded by Jane Krakauer.

VOTE OF THE BOARD OF TRUSTEES

AYE: CHALEFF, ADICKMAN, ELLIS, KRAKAUER

NAY: NONE

BUILDING INSPECTOR'S AND MAINTENANCE REPORTS FOR MARCH 2025

A motion was made by Martin Adickman to accept the Building Inspector's Report and Maintenance Report for March 2025 and was seconded by Jane Krakauer.

VOTE OF THE BOARD OF TRUSTEES

AYE: CHALEFF, ADICKMAN, ELLIS, KRAKAUER

NAY: NONE

SCHEDULE PUBLIC HEARING 5/1/2025

On a motion made by Martin Adickman and seconded by Jane Krakauer, it was **RESOLVED** to schedule a Public Hearing for **Local Law 2-2025**(see attached local law) to amend Russell Gardens Code Chapter 60 entitled "Zoning" and to Schedule a Public Hearing on **May 1, 2025**, at 8:10 p.m. for **Local Law 3-2025**(see attached local law) to amend Russell Gardens Code Chapter 57 entitled "Village Justice Court" .

VOTE OF THE BOARD OF TRUSTEES:
AYE: CHALEFF, ADICKMAN, ELLIS, KRAKAUER
NAY: NONE

RESOLUTIONS TO BE APPROVED BY BOARD

INVOICES – GENERAL FUND ACCOUNT:

A motion was made by Martin Adickman and seconded by Jane Krakauer to approve \$32,096.81 total disbursements from the village's General Fund Checking Account at First National Bank of Long Island, for additional invoices paid in February 2025, Check #'s 1348 to 1367, and to approve \$115,445.39 total disbursements from the village's General Fund Checking Account at First National Bank of Long Island, for invoices paid in March 2025, Check #'s 1368 to 1395, electronic funds transfers and payroll disbursements for two payrolls in March.

VOTE OF THE BOARD OF TRUSTEES:
AYE: CHALEFF, ADICKMAN, ELLIS, KRAKAUER
NAY: NONE

BUDGET MODIFICATIONS

A motion was made by Martin Adickman to approve the attached Budget Modifications to be reflected in the February 2025 Statement of Revenues and Expenditures Report for February 2025 and was seconded by Jane Krakauer.

VOTE OF THE BOARD OF TRUSTEES
AYE: CHALEFF, ADICKMAN, ELLIS, KRAKAUER
NAY: NONE

VILLAGE ELECTION

A motion was made by Martin Adickman and was seconded by Jane Krakauer to authorize the Deputy Village Clerk to publish a notice for the Village Election on Tuesday, June 17, 2025, and to appoint Sanford Caplan of 8 Avalon Road, Great Neck, NY and Albert Defalco of 25 Park Place, Great Neck, NY Election Inspectors on Tuesday, June 17, 2025 between the hours of noon and 9:00 p.m.

VOTE OF THE BOARD OF TRUSTEES
AYE: CHALEFF, ADICKMAN, ELLIS, KRAKAUER
NAY: NONE

ANNOUNCEMENTS –

Deputy Mayor Larry Chaleff stated that all curb work in preparation for the road paving project this summer has been completed. He also stated that all the stop sign poles have been replaced within the village and that the speed bump signs will be done next followed by parking signs.

There being no further business, a motion was made by Martin Adickman and seconded by Jane Krakauer to close the meeting at 8:17 P.M.

THE NEXT MEETING OF THE BOARD OF TRUSTEES WILL TAKE PLACE ON THURSDAY, JUNE 5, 2025.

Respectfully submitted,

Eileen Clancy
Deputy Village Clerk Treasurer

**MINUTES OF MAY 1, 2025
THE BOARD OF TRUSTEES
REGULAR MEETING AND PUBLIC HEARING
FOR THE
INC. VILLAGE OF RUSSELL GARDENS**

PRESENT David M. Miller, Mayor, Larry Chaleff, Depuy Mayor, Trustee Martin Adickman; Trustee Matt Ellis, Trustee Jane Krakauer, Trustee and Eileen Clancy, Deputy Village Clerk

PUBLIC HEARING

Mayor Miller called the public hearing to order at 8:05 p.m. to adopt proposed Local Law 2-2025 and Local Law 3-2025.

On a motion by Larry Chaleff and seconded by Jane Krakauer it was:

RESOLVED to adopt **Local Law 3-2025** to amend Chapter 57 "Village Justice Court" to add a new Section 57-8 entitled: "Residency Requirement for Village Justice".

VOTE OF THE BOARD OF TRUSTEES:

AYE: MILLER, CHALEFF, ADICKMAN, ELLIS, KRAKAUER

NAY: NONE

On a motion by Larry Chaleff and seconded by Jane Krakauer it was:

RESOLVED to adopt **Local Law 2-2025** to amend Chapter 16 "Zoning" for Religious Use.

VOTE OF THE BOARD OF TRUSTEES:

AYE: MILLER, CHALEFF, ADICKMAN, ELLIS, KRAKAUER

NAY: NONE

REGULAR MEETING

RESCHEDULE PUBLIC HEARING

Mayor Miller stated that the Public Hearing originally scheduled for May 1, 2025 at 8 P.M. to consider the following application:

Hertz Corporation, located at 225 Northern Blvd., Great Neck, NY, Section 2, Block 284 and Lots 322, 521 and 522 is seeking a special use permit for the business of a short-term motor vehicle rental company.

would be rescheduled for the next Board of Trustees meeting on June 5, 2025 at 8 P.M.

MONTHLY REPORTS

- Minutes of April 3, 2025 Meeting
- Treasurer's report for March 31, 2025
- Building Inspector's report for April 2025
- Maintenance report for April 2025

A motion was made by Larry Chaleff and seconded by Jane Krakauer to accept the Minutes of the April 3, 2025 meeting, Treasurer's Report March 31, 2025, Building Inspector's and Maintenance Reports for April 2025.

VOTE OF THE BOARD OF TRUSTEES

AYE: MILLER, CHALEFF, ADICKMAN, ELLIS, KRAKAUER

NAY: NONE

RESOLUTIONS TO BE APPROVED BY BOARD

INVOICES – GENERAL FUND ACCOUNT:

A motion was made by Larry Chaleff and seconded by Jane Krakauer to approve \$94,159.67 total disbursements from the village's General Fund Checking Account at First National Bank of Long Island, for invoices paid in April 2025, Check #'s 1396 to 1416, electronic funds transfers and payroll disbursements for two payrolls in April.

VOTE OF THE BOARD OF TRUSTEES:

AYE: MILLER, CHALEFF, ADICKMAN, ELLIS, KRAKAUER

NAY: NONE

CONTRACTS

A motion was made by Larry Chaleff and seconded by Jane Krakauer to authorize the Mayor to sign an agreement with Laurel Tennis & Sport; 31 Prospect St., Huntington, NY 11743 pursuant to the terms and conditions provided in the proposal dated April 8, 2025, to recondition three red clay tennis courts at a cost of \$10,600.00.

VOTE OF THE BOARD OF TRUSTEES:

AYE: MILLER, CHALEFF, ADICKMAN, ELLIS, KRAKAUER

NAY: NONE

VERIZON FRANCHISE AGREEMENT

A motion was made by Larry Chaleff and seconded by Jane Krakauer to approve the Renewal Agreement negotiated with Verizon, including all of the terms and conditions contained therein.

VOTE OF THE BOARD OF TRUSTEES:

AYE: MILLER, CHALEFF, ADICKMAN, ELLIS, KRAKAUER

NAY: NONE

ACTING CLERK TREASURER

A motion was made by Larry Chaleff and seconded by Jane Krakauer to appoint Eileen Clancy acting Clerk Treasurer through July 10, 2025.

VOTE OF THE BOARD OF TRUSTEES:

AYE: MILLER, CHALEFF, ADICKMAN, ELLIS, KRAKAUER

NAY: NONE

FULL-TIME HIRE

A motion was made by Larry Chaleff and seconded by Jane Krakauer to appoint Melissa Mandelbaum as Secretary to the Board of Trustees.

VOTE OF THE BOARD OF TRUSTEES:

AYE: MILLER, CHALEFF, ADICKMAN, ELLIS, KRAKAUER

NAY: NONE

VILLAGE ELECTION

A motion was made by Larry Chaleff and was seconded by Jane Krakauer to appoint Sanford Caplan of 8 Avalon Road, Great Neck, NY and Albert Defalco of 25 Park Place, Great Neck, NY as Election Inspectors for the Village Election on Tuesday, June 17, 2025, and to appoint Sanford Caplan of 8 Avalon Road, Great Neck, NY and Albert Defalco of 25 Park Place, Great Neck, NY as Election Inspectors on Tuesday, June 17, 2025 between the hours of noon and 9:00 p.m. with compensation set at \$250.00 for each day required to serve.

VOTE OF THE BOARD OF TRUSTEES

AYE: MILLER, CHALEFF, ADICKMAN, ELLIS, KRAKAUER

NAY: NONE

ANNUAL MEETING

A motion was made by Larry Chaleff and was seconded by Jane Krakauer to schedule the next Annual Meeting of the Board of Trustees following the June 17, 2025 election to be held on Thursday, July 10, 2025 at 8:00 P.M.

VOTE OF THE BOARD OF TRUSTEES

AYE: MILLER, CHALEFF, ADICKMAN, ELLIS, KRAKAUER

NAY: NONE

ANNOUNCEMENTS –

Mayor Miller stated that the road repaving project is expected to begin in July. A 2 week bidding period will be advertised within the next few weeks.

There being no further business, a motion was made by Larry Chaleff and seconded by Jane Krakauer to close the meeting at 8:46 P.M.

**MINUTES OF JUNE 5, 2025
INC. VILLAGE OF RUSSELL GARDENS
THE BOARD OF TRUSTEES
PUBLIC HEARING AND REGULAR MEETING**

PRESENT David M. Miller, Mayor, Larry Chaleff, Depuy Mayor, Trustee Martin Adickman, Trustee Matthew Ellis, Trustee Jane Krakauer, Andrea Tsoukalas Curto, Legal Counselor, and Kristofer DePaola, Building Inspector, Eileen Clancy, Deputy Village Clerk, and Melissa Mandelbaum, Secretary to the Board of Trustees.

ABSENT

8:00PM SCHEDULED PUBLIC HEARING 6/5/2025

RESOLUTION 25-32

On a motion made by Larry Chaleff and seconded by Jane Krakauer at the Public Hearing for **Hertz Corporation**, located at 225 Northern Blvd., Great Neck, NY, Section 2, Block 284 and Lots 322,521 and 522 for a period of 5 years ending on June 5, 2030 a special use permit has been granted for the business of a short term motor vehicles.

VOTE OF THE BOARD OF TRUSTEES:

AYE: MILLER, CHALEFF, ADICKMAN, ELLIS, KRAKAUER

NAY: NONE

REGULAR MEETING COMMENCED at 8:07PM

RESOLUTION 25-33

A motion was made by Larry Chaleff to accept the Minutes of May 1, 2025, the Treasurer's Report for April 30, 2025 and May 31, 2025, the Building Inspector's Report and Maintenance Report for May 2025 and was seconded by Jane Krakauer.

VOTE OF THE BOARD OF TRUSTEES

AYE: MILLER, CHALEFF, ADICKMAN, ELLIS, KRAKAUER

NAY: NONE

RESOLUTIONS TO BE APPROVED BY BOARD

RESOLUTION 25-34

A motion was made by Larry Chaleff and seconded by Jane Krakauer to approve \$147,471.43 total disbursements from the **Village's General Fund Checking Account** at **First National Bank of Long Island**, for invoices paid in May 2025, Check #'s 1417 to 1462 in the amount of \$115,061.94,

and to approve, electronic funds transfers and payroll disbursements for two payrolls in May for \$32,409.49.

VOTE OF THE BOARD OF TRUSTEES:

AYE: MILLER, CHALEFF, ADICKMAN, ELLIS, KRAKAUER

NAY: NONE

RESOLUTION 25-35

A motion was made by Larry Chaleff to approve the Moratorium on Signs on Commercial Buildings for a period of 4 months from today's meeting, pending legislation, and was seconded by Jane Krakauer.

Kyle Brennon, a representative of Reddy Care was in attendance.

VOTE OF THE BOARD OF TRUSTEES:

AYE: MILLER, CHALEFF, ADICKMAN, ELLIS, KRAKAUER

NAY: NONE

RESOLUTION 25-36

A motion was made by Larry Chaleff to approve the revised bank investment policy dated June 5, 2025, and seconded by Martin Adickman.

VOTE OF THE BOARD OF TRUSTEES:

AYE: MILLER, CHALEFF, ADICKMAN, ELLIS, KRAKAUER

NAY: NONE

CONTRACTS

RESOLUTION 25-37

A motion was made by Larry Chaleff to authorize the Mayor to award the road paving contract for the Inc. Village of Russell Gardens pending receipt of approved bond and insurance certificates at a cost of \$930,117.50 to United Paving Company of 6316 Northern Blvd, East Norwich, NY 11732, and was seconded by Jane Krakauer.

VOTE OF THE BOARD OF TRUSTEES:

AYE: MILLER, CHALEFF, ADICKMAN, ELLIS, KRAKAUER

NAY: NONE

RESOLUTION 25-38

A motion was made by Larry Chaleff and seconded by Jane Krakauer to skip the August 2025 Board Meeting and to resume on September 4, 2025.

VOTE OF THE BOARD OF TRUSTEES:

AYE: MILLER, CHALEFF, ADICKMAN, ELLIS, KRAKAUER
NAY: NONE

ANNOUNCEMENTS

Comments from Mayor David M. Miller – Come out and Vote on June 17th.

2 Board Members, Martin Adickman and Jane Krakauer, will be leaving the Board of Trustees, and one will be going to the DRB and the other will be going to the Zoning Board.

There being no further business, a motion was made by Larry Chaleff and seconded by Jane Krakauer to close the meeting at 8:37 P.M.

VOTE OF THE BOARD OF TRUSTEES:
AYE: MILLER, CHALEFF, ADICKMAN, ELLIS, KRAKAUER
NAY: NONE

THE NEXT MEETING OF THE BOARD OF TRUSTEES WILL TAKE PLACE ON
THURSDAY, July 10, 2025

Respectfully submitted,

Melissa Mandelbaum
Secretary to the Board of Trustees

There being no further business, a motion was made by Martin Adickman and seconded by Jane Krakauer to close the meeting at 8:17 P.M.

THE NEXT MEETING OF THE BOARD OF TRUSTEES WILL TAKE PLACE ON THURSDAY, JUNE 5, 2025.

Respectfully submitted,

Eileen Clancy
Deputy Village Clerk Treasurer

**INC. VILLAGE OF RUSSELL GARDENS
BOARD OF TRUSTEES
ANNUAL MEETING
MINUTES
LOCATION: VILLAGE HALL
JULY 10, 2025, 8:00 P.M.**

8PM - PRESENT: Mayor David M. Miller, Trustee Ron Nahum, Trustee Andrew Rouchou, Village Clerk Treasurer Melissa Mandelbaum and Deputy Clerk Eileen Clancy.

ARRIVED at 8:25PM: Trustee Matthew Ellis

ABSENT: Deputy Mayor Lawrence Chaleff

Prior to Opening the Meeting Mayor David M. Miller Swore in the two new Village Trustees who were elected on June 17, 2025 Term of Four (4) years expiring July 2029, Ron Nahum and Andrew Rouchou. Now there is a quorum and the meeting may begin.

OATH OF PUBLIC OFFICES

Board of Trustees,— Ron Nahum
Board of Trustees- Andrew Rouchou

HEARING 8PM

Mayor Miller read and explained the changes being made to the **PROPOSED LOCAL LAW 4-2025** to amend Russell Gardens Code Chapter 41 entitled "Signs."

RESOLUTION 25-39

A motion was made by Ron Nahum and seconded by Andrew Rouchou to approve the changes to **LOCAL LAW 4-2025** to amend Russell Gardens Code Chapter 41 entitled "Signs." as per attached.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

ANNUAL MEETING OPENED at 8:07PM

Mayor's Introduction

Mayor David M. Miller opened the meeting at 8:07 P.M. in Village Hall and addressed approval for the minutes of the Board of Trustees Meeting on June 5, 2025, Treasurers Report Ending June 30, 2025 and approval for the Building Inspector's Report and Maintenance Report for the month of June 2025.

Mayor Miller commented, all taxes have been received at this time with the exception of three commercial properties, which are in Chapter 11 and should be receiving payment soon, and two residential properties.

RESOLUTION 25-40

A motion was made by Ron Nahum and seconded by Andrew Rouchou to approve the Minutes of June 5, 2025, the Treasurers Report for the period June 30, 2025, Building Inspector's Report and Maintenance Report for the month of June 2025.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, RON NAHUM, ANDREW ROUCHOU
NAY: NONE

RESOLUTION 25-41

A motion was made by Ron Nahum and seconded by Andrew Rouchou to authorize the mayor to reallocate funds in the budget as per below:

\$150 from Computer A1325.2A to Actuarial Services A1325.41

\$10,000 from Street Maint Labor A5110.10 to Deputy Clerk A1410.10

\$20,000 from Legal Counsel/Other A1420.40 to Clerk Contractual A1410.40

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, RON NAHUM, ANDREW ROUCHOU
NAY: NONE

RESOLUTION 25-42

A motion was made by Ron Nahum and seconded by Andrew Rouchou to authorize the Mayor to purchase life insurance policies for all employees at \$3 per month per employee. Total of \$216 for 6 employees annually renewing Jan 1, 2026.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, RON NAHUM, ANDREW ROUCHOU
NAY: NONE

APPOINTMENTS

RESOLUTION 25-43

A motion was made by Ron Nahum and seconded by Andrew Rouchou, that Larry Chaleff be appointed Deputy Mayor for one (1) year.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, RON NAHUM, ANDREW ROUCHOU
NAY: NONE

Mayor Miller read:

WHEREAS, on July 13, 2023, the Village Clerk Treasurer was appointed to a two-year term commencing on July 13, 2023 and ending on July 10, 2025;

WHEREAS, on January 4, 2024, it was resolved that the current term of the Village Clerk Treasurer and Deputy Clerk Treasurer will end on July 10, 2024;

WHEREAS, on September 5, 2024, the January 4, 2024 resolution was rescinded, and the Village Clerk Treasurer's term was continued for the original two-year term ending on July 10, 2025;

WHEREAS, the position of Village Clerk Treasurer is vacant effective July 11, 2025, with the expiration of the prior Village Clerk Treasurer's terms;

RESOLUTION 25-44

A motion was made by Ron Nahum and seconded by Andrew Rouchou, Danielle Pennise's appointment to the position of Village Clerk Treasurer expired effective July 10, 2025. Danielle Pennise's employment with the Village terminates with the expiration of her term as Village Clerk Treasurer effective July 10, 2025. Melissa Mandelbaum is hereby appointed to fill the position of Village Clerk Treasurer for a two (2) year term commencing on July 11, 2025 and expiring on July 8, 2027.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, RON NAHUM, ANDREW ROUCHOU
NAY: NONE

Mayor Miller swore Melissa Mandelbaum in as Village Clerk Treasurer.

RESOLUTION 25-45

A motion was made by Ron Nahum and seconded by Andrew Rouchou, that Melissa Mandelbaum be designated Secretary to the Zoning Board of Appeals at the rate of \$75.00 per meeting.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-46

A motion was made by Ron Nahum and seconded by Andrew Rouchou, that the Village Clerk-Treasurer be appointed as the Issuing Agent to issue permits to any eligible disabled resident of New York State, whether the applicant resides in the jurisdiction from which a permit is sought, or to any eligible agency that transports handicapped individuals.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-47

A motion was made by Ron Nahum and seconded by Andrew Rouchou, that Eileen Clancy be appointed Deputy Village Clerk Treasurer for one (1) official year, and that Eileen Clancy be designated Secretary to the Design Review Board at the rate of \$75.00 per meeting, and that Eileen Clancy be designated Clerk to the Justice with compensation at the rate of \$75.00 per Court session.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

Mayor Miller swore Eileen Clancy in as Deputy Clerk Treasurer.

RESOLUTION 25-48

A motion was made by Ron Nahum and seconded by Andrew Rouchou, that Laurie Berlin be appointed Associate Village Justice for one (1) official year with compensation at \$450.00 per Court session, and that Adam Covitt be designated as Village Prosecuting Attorney at the rate of \$450.00 per Court session.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

8:25PM Matthew Ellis joined the Meeting.

RESOLUTION 25-49

A motion was made by Matthew Ellis and seconded by Ron Nahum, to appoint Arthur Anderman as Chairperson of the Zoning Board of Appeals for five (5) years beginning April 2023 and expiring in July 2028.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-50

A motion was made by Matthew Ellis and seconded by Ron Nahum, to appoint George Schuman of the Zoning Board of Appeals for five (5) years beginning April 2024 and expiring in July 2029. To appoint Helene Horowitz of the Zoning Board of Appeals for five (5) years beginning April 2024 and expiring in July 2029. To appoint Henry Dubrow of the Zoning Board of Appeals for five (5) years beginning April 2024 and expiring in July 2029. To appoint Jane Krakauer of the Zoning Board of Appeals for five (5) years beginning July 2025 and expiring in July 2030.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-51

A motion was made by Ron Nahum and seconded Matthew Ellis, that the Board of Trustees be designated to act as the Village Assessment Board of Review.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-52

A motion was made by Ron Nahum and seconded Matthew Ellis, to extend the Design Review Board for a period of 12 months with the following five members: Martin Adickman, Chairman, Nina Wright, Jason Jia, Jane Krakauer, and Robin Sherman.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-53

A motion was made by Matthew Ellis and seconded by Ron Nahum, to appoint Ragini Srivastava, Town Clerk of North Hempstead, as Registrar of Vital Statistics for the Inc. Village of Russell Gardens, and to appoint Margaret Malito, Deputy Town Clerk of North Hempstead, as Deputy Registrar of Vital Statistics for the Inc. Village of Russell Gardens.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

CONTRACTUAL

RESOLUTION 25-54

A motion was made by Matthew Ellis and seconded by Ron Nahum, that Edward Goodman was elected for a term of four (4) years on April 2022 and expires in July 2026, as Village Justice to be compensated at \$450.00 per Court session.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-55

A motion was made by Matthew Ellis and seconded by Ron Nahum, that the Village retain the services of Robert Barbach as Superintendent of the Building Department; although not a resident of the Village, is a resident within the County of Nassau wherein the Village is located, at the rate of \$124.80 per hour for the fiscal year, and that the Village retain the services of Kristofer De Paola as Building Inspector, although not a resident of the Village, is a resident

within the State of New York wherein the Village is located, at the rate of \$85.00 per hour for the fiscal year.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

INVOICES

RESOLUTION 25-56

A motion was made by Matthew Ellis and seconded by Ron Nahum, to approve **\$141,536.86** total disbursements from Connect One Bank General Fund Checking Account for invoices paid in the amount of **\$104,910.54** in **June 2025**, Check # 1463 through Check # 1519 and Electronic Transfers in the amount of **\$36,626.32** for 2 payrolls totaling \$35,185.13 and June Retirement totaling \$1441.19

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

ASSIGNED FUND BALANCE

RESOLUTION 25-57

A motion was made by Matthew Ellis and seconded by Ron Nahum, to fund the following accounts by the village from the Unrestricted Fund balance:

Assigned Fund Balance-Roads: \$1,200,000

Assigned Fund Balance-Equipment: \$50,000

Assigned Fund EQUIPMENT RESERVE-Truck:\$125,000

Total \$1,375,000

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

CONTRACTS

RESOLUTION 25-58

A motion was made by Matthew Ellis and seconded by Ron Nahum, that the Village retain the law firm of Forchelli, Deegan, Terrana Law to provide such legal services as may be requested by the Mayor and/or the Board of Trustees at an hourly rate of \$250.00 for partners and associates, plus reimbursement of necessary disbursements.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-59

A motion was made by Matthew Ellis and seconded by Ron Nahum, that the Village retain Spellman Gibbons Polizzi Truncale & Trentacoste, LLP, as its attorneys to act as the Village's Tax Certiorari Counsel. The Firm's time shall be billed at \$250 per hour for time expended by associates and \$275 per hour for time expended by partners of the Firm.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-60

A motion was made by Matthew Ellis and seconded by Ron Nahum, that Skinnon and Faber CPA be retained as the Village Auditor, to audit Village books and records for the Fiscal Year 2025/2026 and to review such other financial records as necessary, for an annual fee of \$13,700 and to perform the annual audit of court records and dockets for an additional fee of \$950.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-61

A motion was made by Matthew Ellis and seconded by Ron Nahum, that Melissa Mandelbaum prepare the Actuarial Report via Milliman GASBhelp.com for the Fiscal Year at \$3,150 for a period of 2 years starting May 2024 ending May 2026.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-62

A motion was made by Matthew Ellis and seconded by Ron Nahum, that the Board of Trustees accept the Updated Procurement Policy Dated July10, 2025

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-63

A motion was made by Matthew Ellis and seconded by Ron Nahum, to authorize the Mayor to sign an agreement with James Antonelli with West Side Engineering at an hourly rate of \$180 MS4 General Permit Coverage and to Prepare Interim Progress Certification.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-64

A motion was made by Matthew Ellis and seconded by Ron Nahum, to authorize the Mayor to sign an agreement with Municipal Valuation Services Inc., in which Thomas Donato will act as engagement coordinator, supervise all activities and will be available for Village conferences. To complete all necessary analysis and deliver the updated tentative assessment roll on or before October 15, 2025. The fee for this non appraisal re- assessment/update is \$6,800. Adjusted Base Proportions calculation will be completed after publication of the Final Assessment Roll. Scope of work includes reviewing assessment totals for roll years 2025/26 and 2026/27 and consulting with Tax Clerk to reconcile data. Calculations will be completed on NYS RP-6701 & RP-6703. Once complete, both forms along with supporting documentation will be submitted to ORPTS for approval. The fee for this service is \$1,500, and also to authorize the Mayor to sign an agreement with Municipal Valuation Services Inc. to act as consultant to the Inc. Village of Russell Gardens for 2025 Small Claims proceedings in which a market analysis for each parcel will be prepared in the amount of \$125.00/parcel and Due to the continued Level of Assessment (LoA) challenges, if required, defense of LoA challenges will be billed at \$200.00 / hour. This service includes a ratio study for the year at issue, supporting documentation and oral defense at hearings.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

FUNDS

RESOLUTION 25-65

A motion was made by Ron Nahum and seconded by Matthew Ellis, that **Connect One Bank** be designated as a legal depository for funds of the following accounts:

- General Funds Account, Checking Account
- Money Market Account
- Trust And Agency Account
- Edward S. Goodman Village Justice Account
- Laurie Berlin Associate Village Justice Account

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-66

A motion was made by Ron Nahum and seconded by Matthew Ellis, that the following individuals are authorized for and on behalf of the Organization to open a transaction account (Demand Deposit/Savings/Money Market Savings) with **Connect One Bank (the Bank)** and to execute and deliver to the Bank any additional documentation, including but not limited to, a signature card or cards supplied by the Bank, containing a specimen signature of such individuals.

Furthermore, such individuals are authorized for and on behalf of the Organization to conduct transactions, to endorse or cause to be endorsed, to deposit or cause to be deposited from time to time checks, drafts and other instruments and funds payable or held by the Organization, and that any funds so deposited shall be subject to withdrawal or transfer by any individuals: **David M. Miller - Mayor, Larry Chaleff - Deputy Mayor, Melissa Mandelbaum - Village Clerk Treasurer, Eileen Clancy - Deputy Village Clerk Treasurer and Court Clerk, Matthew Ellis - Trustee, Ran Nahum - Trustee, and Andrew Rouchou -Trustee.**

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-67

A motion was made by Ron Nahum and seconded by Matthew Ellis, that **Connect One Bank (the Bank)** may purchase, give credit for, cash, accept, pay, and charge to any of the aforementioned accounts, without inquiry, all items signed, drawn, accepted or endorsed on behalf of the Organization, whether under a title, the words "Authorized Signature" or otherwise, with the purported actual or facsimile signature or any one of the officials whose names, titles and specimen signatures appear above or on a rider hereto, or his or her successor in office, regardless of the circumstances under which the signature shall have become affixed if it resembles any actual or facsimile signature previously certified to the Bank. The Organization shall indemnify and hold the Bank harmless against all claims, losses, damages, liabilities, costs, penalties, and expenses (including, but not limited to, attorneys' fees and disbursements) incurred by the Bank in connection with the honoring of any purported signature of any authorized signer or any refusal to honor the signature of any person who is not an Authorized Signer. (The Organization acknowledges that dual signature requirements and restrictions impose no liability on the Bank).

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-68

A motion was made by Matthew Ellis and seconded by Ron Nahum, that the above individuals, as well as designees by written instructions from the Organization, are authorized for and on

behalf of the Organization to open a Certificate of Deposit account with the Bank and to execute and deliver a confirmation of instructions and any additional documentation containing a specimen signature of such individuals. Any funds deposited therein shall be subject to withdrawal or transfer by such individuals, and that each of the foregoing resolutions shall continue in force until express written notice of its rescission or modification has been received by **Connect One (the Bank)**, but if the authority contained in them should be revoked/terminated by operation of law without said notice, it is resolved and agreed for the purpose of inducing the Bank to act hereunder, that the Bank shall be saved and held harmless from any loss suffered or liability incurred by it in so acting after revocation or termination without notice.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-69

A motion was made by Ron Nahum and seconded by Matthew Ellis, that the Village Clerk-Treasurer, Melissa Mandelbaum and the Deputy Clerk Treasurer, Eileen Clancy be authorized to purchase proper CDs or establish money market accounts and to make deposits in various amounts as may be consistent with Village financial arrangements, as provided by law and as approved by the Mayor and Board of Trustees.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-70

A motion was made by Matthew Ellis and seconded by Ron Nahum, that the Village of Russell Gardens will be a participant of **NYCLASS** to invest portions of its available investment funds in cooperation with other corporations and/or districts pursuant to the NYCLASS Municipal Cooperation Agreement Amended and Restated as of March 28, 2019; Whereas the Inc. Village of Russell Gardens wishes to satisfy the safety and liquidity needs of their funds.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-71

A motion was made by Matthew Ellis and seconded by Ron Nahum, that Melissa Mandelbaum, Village Clerk Treasurer and Eileen Clancy, Deputy Village Clerk Treasurer of the Inc. Village of Russell Gardens and an authorized participate in the **NYCLASS** program per adopted resolution on January 5, 2023, may deposit funds for contributions into the NYCLASS General account and or withdraw funds from the NYCLASS General account to transfer funds between the General Fund Checking Account held Connect One Bank and the NYCLASS General account upon approval with the Mayor.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

LEAVE

RESOLUTION 25-72

A motion was made by Matthew Ellis and seconded by Ron Nahum, that Vacation Leave, Sick and Personal leave accrue on a yearly basis and become available to the employee on the employee's anniversary date.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RETIRED EMPLOYEES

RESOLUTION 25-73

A motion was made by Matthew Ellis and seconded by Ron Nahum, to continue health insurance coverage for retired employees (Sal Restivo, spouse Rose Restivo, Joseph Simone and spouse Angela Simone, Michael Jurcsak and spouse Deborah Jurcsak, Christine Blumberg, Lorraine Hunt, and spouse Michael Hunt) enrolled in the NYSHIP Plan or other Insurance Plan offered by the village for which the Village shall be responsible for no more than 50% of the cost for individual coverage premium and 35% of the cost for family coverage. The Village will cover the full plan cost for the Fiscal year March 1, 2025 through February 28, 2026.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

REIMBURSEMENTS

RESOLUTION 25-74

A motion was made by Matthew Ellis and seconded by Ron Nahum, that a fixed rate of 70 Cents per mile, or whatever the rate might change to, be reimbursed to officials and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-75

A motion was made by Matthew Ellis and seconded by Ron Nahum, that the Mayor, Board of Trustees, Village Clerk-Treasurer, Deputy Village Clerk-Treasurer, Village Justice, Associate Village Justice, and Clerk to the Justice, are authorized with the approval of the Board of Trustees to attend various meetings to be held during the coming fiscal year and are to be reimbursed for actual and necessary expenses.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

BOARD OF TRUSTEE MEETINGS

RESOLUTION 25-76

A motion was made by Matthew Ellis and seconded by Ron Nahum, that the Regular Monthly Meeting of the Board of Trustees be held in Village Hall or Virtually on the first Thursday of the month at 8:00 p.m. or other dates as may be agreed upon by the Board of Trustees, and that Great Neck Record be designated the official newspaper for Village publication of requisite notices as required by law, and that no public meeting will be held during the summer in August 2025 and the next public Board of Trustees meeting will be held on September 4, 2025, and the Overview of the village draft of the Financial Statements and Audit Report for the Fiscal Year Ending 2/28/2025 will be presented by Skinnon & faber CPA, P.C. in September.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

ANNOUNCEMENTS- Mayor's Comments

9:18PM Andrew Rouchou motioned to adjourn the meeting and Matthew Ellis seconded the motion.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

THE NEXT MONTHLY MEETING OF THE BOARD OF TRUSTEES WILL TAKE PLACE ON THURSDAY, SEPTEMBER 4, 2025.

**INC. VILLAGE OF RUSSELL GARDENS
BOARD OF TRUSTEES
ANNUAL MEETING
MINUTES
LOCATION: VILLAGE HALL
SEPTEMBER 4, 2025, 8:00 P.M.**

PRESENT: Mayor David M. Miller, Deputy Mayor Lawrence Chaleff, Trustee Matthew Ellis, Trustee Ron Nahum, Trustee Andrew Rouchou, and Deputy Clerk Eileen Clancy.

ABSENT: Village Clerk Treasurer Melissa Mandelbaum

Mayor's Introduction

Mayor David M. Miller opened the meeting at 8:00 P.M. in Village Hall and addressed approval for the minutes of the Board of Trustees Annual Meeting on July 10, 2025, Treasurers Reports ending July 31, 2025 and August 31, 2025 and approval for the Building Inspector's Reports and Maintenance Reports for the months of July 2025 and August 2025.

RESOLUTION 25-77

A motion was made by Andrew Rouchou and seconded by Ron Nahum to approve the Minutes of July 10, 2025, the Treasurers Reports for the period July 31, 2025 and August 31, 2025, Building Inspector's Reports and Maintenance Reports for the months of July 2025 and August 2025.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, LARRY CHALEFF, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU
NAY: NONE

VILLAGE FINANCIAL STATEMENTS YEAR ENDING 2/28/25 OVERVIEW

Frank Faber, Partner at Skinnon & Faber CPAs, P.C. presented an overview of the Draft of the Financial Statement and Audit Report for the Fiscal Year ending 2/28/25.

RESOLUTION 25-78

A motion was made by Ron Nahum 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 2/28/25, prepared by Skinnon & Faber CPAs, P.C.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, LARRY CHALEFF, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

CONTRACTUAL

RESOLUTION 25-79

A motion was made by Andrew Rouchou and seconded by Ron Nahum 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, 2026 at a fee of \$14,200.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, LARRY CHALEFF, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-80

A motion was made by Ron Nahum and seconded by Andrew Rouchou 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 2/28/2025.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, LARRY CHALEFF, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-81

A motion was made by Andrew Rouchou and seconded by Ron Nahum to authorize the Mayor to enter into an agreement with Skinnon & Faber CPAs, P.C. to perform an annual examination and audit of the court records and dockets of the Justice Court of the Inc. Village of Russell Gardens for the period March 2025 through February 2026 at a fee of \$950.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, LARRY CHALEFF, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-82

A motion was made by Ron Nahum and seconded by Andrew Rouchou, that the Board of Trustees adopt the revision of Procurement Policy 2025 to a capitalization minimum threshold of \$5,000 per individual items as per the Government Finance officers Association (GFOA's) recommendation for state and local governments.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, LARRY CHALEFF, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-83

A motion was made by Ron Nahum and seconded by Andrew Rouchou to enforce Local Law 4-2025 Russell Gardens Code Chapter 41 entitled "Signs" as it relates to the existing "Can Signs" will be held in abeyance for 2 years from the date of inception of August 1, 2025 through July 31, 2027. During this period all sign laws will be in effect relating to new applications.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, LARRY CHALEFF, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-84

A motion was made by Andrew Rouchou and seconded by Ron Nahum to approve the Sign Permit Application for Reddy Care at 475 Northern Boulevard, Great Neck, NY 11021.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, LARRY CHALEFF, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

INVOICES

RESOLUTION 25-85

A motion was made by Ron Nahum and seconded by Andrew Rouchou, to approve \$302,265.71 total disbursements from Connect One Bank General Fund Checking Account for invoices paid in the amount of \$204,909.38 in July 2025 and August 2025, Check # 1520 to Check # 1588 and electronic transfers in the amount of \$11,919.53 and 3 payroll disbursements for July in the amount of \$51,734.95 and for August for 2 payrolls disbursements in the amount of \$33,701.85.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, LARRY CHALEFF, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-86

A motion was made by Andrew Rouchou and seconded by Ron Nahum to authorize the mayor to renew the Village Municipal Insurance Policy with Salerno Brokerage Corp. policy dates 7/22/2025 - 7/22/2026 in the amount of \$45,098.03.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, LARRY CHALEFF, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-87

A motion was made by Ron Nahum 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 2025-2026.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, LARRY CHALEFF, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-88

A motion was made by Andrew Rouchou and seconded by Ron Nahum, that the next Regular Monthly Meeting of the Board of Trustees be held on Thursday, October 16, 2025.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, LARRY CHALEFF, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

ANNOUNCEMENTS-

Mayor Miller discussed the road project and addressed questions from the public. Mayor Miller stated that once all open items from the road project are completed by United Paving then Department of Public Works will install the new speed bumps.

8:53 P.M. Deputy Mayor Larry Chaleff motioned to adjourn the meeting and Matthew Ellis seconded the motion.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, LARRY CHALEFF, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

THE NEXT MONTHLY MEETING OF THE BOARD OF TRUSTEES WILL TAKE PLACE ON THURSDAY, OCTOBER 16, 2025 AT 8:00 P.M.

**INC. VILLAGE OF RUSSELL GARDENS
BOARD OF TRUSTEES
ANNUAL MEETING
MINUTES
LOCATION: VILLAGE HALL
OCTOBER 16, 2025, 8:00 P.M.**

PRESENT:, Deputy Mayor Lawrence Chaleff, Trustee Matthew Ellis, Trustee Ron Nahum, Trustee Andrew Rouchou, and Village Clerk Treasurer Melissa Mandelbaum.

ABSENT: Mayor David M. Miller

Deputy Mayor's Introduction

Deputy Mayor Lawrence Chaleff opened the meeting at 8:00 P.M. in Village Hall and addressed approval for the minutes of the Board of Trustees Meeting on September 4, 2025, Treasurers Reports ending September 30, 2025, and approval for the Building Inspector's Reports and Maintenance Reports for the month of September 2025.

RESOLUTION 25-89

A motion was made by Matthew Ellis and seconded by Ron Nahum to approve the Minutes of September 4, 2025, the Treasurers Reports for the period September 30, 2025, Building Inspector's Reports and Maintenance Reports for the months of September 2025.

VOTE OF THE BOARD OF TRUSTEES:

AYE: LAWRENCE CHALEFF, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-90

A motion was made by Matthew Ellis and seconded by Andrew Rouchou to approve \$132,035.03 which was \$95,017.71 total disbursements from the Village's General Fund Checking Account at Connect One Bank, for invoices paid in the amount of \$87,678.31 in Sept. 2025, Check # 1589 to 1615, and electronic funds transfers for invoices in the amount of \$7,339.40 and 2 Payroll disbursements in September 2025 of \$37,017.32.

VOTE OF THE BOARD OF TRUSTEES:

AYE: LAWRENCE CHALEFF, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

RESOLUTION 25-91

A motion was made by Matthew Ellis and seconded by Andrew Rouchou to adopt a permanent time change for the Monthly Board of Trustees Meeting for the Village of Russell Gardens from 8PM to 7PM.

VOTE OF THE BOARD OF TRUSTEES:

AYE: LAWRENCE CHALEFF, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

ANNOUNCEMENTS Deputy Mayor Lawrence Chaleff stated that the roadwork is in the final stages, and the speed bumps are being put back in by the Department of Public Works.

8:15 P.M. Deputy Mayor Lawrence Chaleff motioned to adjourn the meeting and Matthew Ellis seconded the motion.

VOTE OF THE BOARD OF TRUSTEES:

AYE: LAWRENCE CHALEFF, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

THE NEXT MONTHLY MEETING OF THE BOARD OF TRUSTEES WILL TAKE PLACE ON THURSDAY, NOVEMBER 6, 2025 AT 7:00 P.M.

**INC. VILLAGE OF RUSSELL GARDENS
BOARD OF TRUSTEES
ANNUAL MEETING
MINUTES
LOCATION: VILLAGE HALL
November 6, 2025, 7:00 P.M.**

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

ABSENT: None

Mayor's Introduction

Mayor David M. Miller opened the meeting at 7:04P.M. in Village Hall and addressed the approval for the minutes of the Board of Trustees Meeting on October 16, 2025, Treasurers Reports ending October 31, 2025 and October 31, 2025 and approval for the Building Inspector's Reports and Maintenance Reports for the months of October 2025. The Village of Russell Gardens is looking to hire 2 new DPW employees, and any suggestions are welcome.

RESOLUTION 25-92

A motion was made by Lawrence Chaleff and seconded by Matthew Ellis to approve the Minutes of October 16, 2025, the Treasurers Reports for the period October 31, 2025, Building Inspector's Reports and Maintenance Reports for the month of October 2025.

VOTE OF THE BOARD OF TRUSTEES:

**AYE: DAVID MILLER, LARRY CHALEFF, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU
NAY: NONE**

RESOLUTION 25-93

A motion was made by Lawrence Chaleff and seconded by Matthew Ellis to approve \$115,427.46 total disbursements from the Village's General Fund Checking Account at Connect One Bank, for invoices paid in the amount of \$75,740.14 in Oct. 2025, Check # 1616 - 1640 Electronic Transfers E0032 – E0040 and 2 Payroll disbursements of \$39,687.32.

VOTE OF THE BOARD OF TRUSTEES:

**AYE: DAVID MILLER, LARRY CHALEFF, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU
NAY: NONE**

SCHEDULED PUBLIC HEARING

RESOLUTION 25-94

Mayor Miller explained that we have this law made every year which allows us to exceed the tax levy amount of 2% and without it we cannot, we may not need to raise it this year, but to have the law in place in case and the Public Hearing will take place on December 4, 2025 on Proposed Bill 5-2025, entitled "Tax Levy Limit Override"

Lawrence Chaleff made a motion to accept the above and Matthew Ellis seconded the motion.

VOTE OF THE BOARD OF TRUSTEES:

**AYE: DAVID MILLER, LARRY CHALEFF, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU
NAY: NONE**

ANNOUNCEMENTS- Mayor David M. Miller announced that Tuesday, November 18, 2025, the Village Board of Trustees sitting as a Board of Assessment Review will meet between the hours of 6:00 P.M.-8:00 P.M. at 6 Tain Dr., Great Neck, NY 11021 for the purpose of hearing complaints (grievances) as to the Tentative Assessment Roll for the Fiscal Year March 1, 2026 and Ending February 28, 2027. We are looking for 2 new DPW crew members, we have advertised it in the newspaper.

Lawrence Chaleff made a motion to adjourn the meeting at 7:11PM and was seconded by Matthew Ellis.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, LARRY CHALEFF, MATTHEW ELLIS, RON NAHUM, ANDREW ROUCHOU

NAY: NONE

THE NEXT MONTHLY MEETING OF THE BOARD OF TRUSTEES WILL TAKE PLACE ON THURSDAY, December 4, 2025 AT 7:00 P.M.

**INC. VILLAGE OF RUSSELL GARDENS
BOARD OF TRUSTEES MONTHLY MEETING
DECEMBER 4, 2025 at 7:00 P.M.
LOCATION: VILLAGE HALL
AGENDA**

PRESENT: Mayor David M. Miller, Deputy Mayor Lawrence Chaleff, Trustee Matthew Ellis, Trustee Ron Nahum, and Clerk Treasurer Melissa Mandelbaum.

ABSENT: Trustee Andrew Rouchou

Mayor David M. Miller opened the meeting at 7:04P.M. in Village Hall and addressed the approval for

SCHEDULED PUBLIC HEARING

RESOLUTION 25-95

A motion was made by Lawrence Chaleff and seconded by Matthew Ellis to adopt Law 5-2025, entitled "**Tax Levy Limit Override**".

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, LAWRENCE CHALEFF, MATTHEW ELLIS, RON NAHUM

NAY: NONE

SCHEDULING NEXT HEARING: DATE 1/8/2026, New Stop Sign

RESOLUTION 25-96

A motion was made by Lawrence Chaleff and seconded by Matthew Ellis to schedule a Public Hearing on January 8, 2026 at 7:00 P.M. for the proposal of Local Law (6-2025) to place a Stop Sign on the corner of Melbourne Road and Dunster Road.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, LAWRENCE CHALEFF, MATTHEW ELLIS, RON NAHUM

NAY: NONE

SCHEDULING NEXT HEARING: DATE 1/8/2026, Russell Gardens' Fiscal Budget

RESOLUTION 25-97

A motion was made by Lawrence Chaleff and seconded by Matthew Ellis to schedule a Public Hearing on **January 8, 2026**, at **7:00 P.M.** for the proposal of the **Inc. Village of Russell Gardens' Budget** for the **Fiscal Year 3/1/2026-2/28/2027**.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, LAWRENCE CHALEFF, MATTHEW ELLIS, RON NAHUM

NAY: NONE

PUBLIC COMMENTS – Question regarding why we need the law for the tax levy override, which was answered by Mayor Miller, "we always put it on the record, but we don't always need to use it, which is the case this upcoming year. We only increased the Village Tax by 2% so the law isn't needed, but the law will be recorded properly."

**THE NEXT MEETING OF THE BOARD OF TRUSTEES WILL TAKE PLACE ON THURSDAY,
JANUARY 8, 2026 at 7PM.**

**INC. VILLAGE OF RUSSELL GARDENS
BOARD OF TRUSTEES MONTHLY MEETING
DECEMBER 4, 2025 at 7:00 P.M.
LOCATION: VILLAGE HALL
AGENDA**

REGULAR PUBLIC MEETING

RESOLUTION 25-98

A motion was made by Lawrence Chaleff and seconded by Matthew Ellis to accept the minutes of the Board of Trustees Meeting on October 16, 2025, Treasurers Reports ending November 30, 2025 and November 30, 2025, and approval for the Building Inspector's Reports and Maintenance Reports for the months of November 2025.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, LAWRENCE CHALEFF, MATTHEW ELLIS, RON NAHUM

NAY: NONE

RESOLUTION 25-99

A motion was made by Lawrence Chaleff and seconded by Ron Nahum to approve \$922,667.42 total disbursements from the Village's General Fund Checking Account at Connect One Bank, for invoices paid in the amount of \$894,561.22 in Nov. 2025, Check # 1641-1671 Electronic Transfers E0041 – E0050 and 2 Payroll disbursements of \$28,106.20

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, LAWRENCE CHALEFF, MATTHEW ELLIS, RON NAHUM

NAY: NONE

RESOLUTION 25-100

A motion was made by Lawrence Chaleff and seconded by Ron Nahum to authorize the Mayor to change the phone system for Village Hall to a VOIP with a contract with Telechoice Consulting for \$3,418.50 with a monthly recurring invoice of \$161.55. Atlantic PC will provide support and cyber security.

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, LARRY CHALEFF, MATTHEW ELLIS, RON NAHUM

NAY: NONE

A motion was made by Lawrence Chaleff and seconded by Matthew Ellis to adjourn the meeting at 7:14PM

VOTE OF THE BOARD OF TRUSTEES:

AYE: DAVID MILLER, LARRY CHALEFF, MATTHEW ELLIS, RON NAHUM

NAY: NONE

**THE NEXT MEETING OF THE BOARD OF TRUSTEES WILL TAKE PLACE ON THURSDAY,
JANUARY 8, 2026 at 7PM.**