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**Village of Wesley Hills
Board of Trustees
Board Meeting, Village Hall
Wednesday, November 1, 2017**

MEMBERS PRESENT:

Marshall Katz, Mayor
Ed McPherson, Deputy Mayor
Marion Ben-Jacob, Trustee
Ruth Ivey, Trustee

MEMBERS ABSENT:

Howard Richman, Trustee

OTHERS PRESENT:

Ben Selig, Village Attorney
Camille Guido-Downey, Village Clerk

Mayor Katz called the meeting to order at 7pm followed by the Pledge of Allegiance.

Item #1

Resolution #98-17

Approval of Minutes of the Regular Meeting: October 3, 2017

Marion Ben-Jacob made a motion to approve the minutes of October 3, 2017, seconded by Edward McPherson. Upon vote, this motion carried unanimously.

Item #2

Resolution #99-17

Resolution authorizing the filing of an application for a grant under the Justice Court Assistance Program.

Ruth Ivey made a motion to move the following resolution, seconded by Marion Ben-Jacob:

RESOLVED, that the Board of Trustees of the Village of Wesley Hills has hereby authorized, effective October 11, 2017, the filing of an application for a grant under the Justice Court Assistance Program, 2018, established by the State of New York.

Upon vote, this motion carried unanimously.

Item #3

Resolution #100-17

Resolution approving the License & Service Agreement of the Village of Wesley Hills with Virtual Town Hall Holdings, LLC, d/b/a Virtual Towns and Schools.

Marion Ben-Jacob made a motion to move the following resolution, seconded by Ruth Ivey:

RESOLVED, that the proposed License & Service Agreement between the Village of Wesley Hills and Virtual Town Hall Holdings, LLC, d/b/a Virtual Towns and School, dated October 23, 2017, a copy of which is made a part of the Minutes of this Board, is hereby accepted; and the Mayor is authorized to indicate the approval of such proposed agreement by signing same on behalf of the Village of Wesley Hills.

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Discussion:

Mayor Katz stated that this is the contract for the re-design of a new Village website. As previously mentioned, the new website will be easier to use and allow other staff to make website updates.

Upon vote, this motion carried unanimously.

Item #4

Resolution #101-17

Resolution authorizing the Village Clerk to publish a notice stating the date of the Village Election, the polling place, the offices to be filled and the terms thereof.

Marion Ben-Jacob made a motion to move the following resolution, seconded by Ruth Ivey:

RESOLVED, that the Village Clerk of the Village of Wesley Hills is hereby authorized and directed to publish a Public Notice stating the date of the Village Election, namely, Tuesday, March 20, 2018; the polling place for said election, namely, for the entire Village of Wesley Hills as the Village Hall, 432 Route 306; the hours during which the polls shall be open, namely from 6:00 am until 9:00 pm, and the offices to be filled at said election, namely, Trustee – 4 year term, Trustee – 4 year term, and Village Justice – 4 year term.

Upon vote, this motion carried unanimously.

Item #5

Resolution #102-17

Resolution certifying account of unpaid taxes

Ruth Ivey made a motion to move the following resolution, seconded by Marion Ben-Jacob:

WHEREAS, the Village Treasurer has returned the 2017 Village of Wesley Hills Assessment Roll & Warrant and has delivered to this Board an account of the unpaid taxes, which sets forth the sum of \$15,445.79, exclusive of interest as the total amount of taxes unpaid, (\$16, 527.00, inclusive of interest), and

WHEREAS, this Board has compared the account of unpaid taxes with the original Assessment Roll, and

NOW, THEREFORE, BE IT RESOLVED, that this Board hereby finds and certifies that the account of unpaid taxes is correct and that the total amount of taxes unpaid is \$15,445.79, exclusive of interest (\$16,527.00, inclusive of interest)

Upon vote, this motion carried unanimously.

Item #6

Resolution #103-17

Resolution approving the Snowplowing and Lawn Maintenance Agreements for the Village Hall Property of the Village of Wesley Hills.

Discussion:

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Snowplowing Proposals for Village Hall

Mayor Katz stated that he has provided the Board with an analysis of the snowplowing proposals provided to the Village for the Village Hall property. Mayor Katz stated that the Village has received four proposals from Knapp, Turco, Extreme Rock and Ascape Landscaping. Based on the proposals the lowest proposal for snowplowing is Turco Landscaping.

Landscaping Proposals for Village Hall

Mayor Katz stated that the Village has received four proposals from Knapp, Turco, Extreme Rock and Ascape Landscaping for landscaping services for the Village Hall property. Based on the proposals the lowest proposal for landscaping is Extreme Rock.

Marion Ben Jacob stated that it is her opinions that the Village should approve the proposal from Turco Landscaping so that the Village has the same company for both service and stated that she is sure that Turco would lower their bid by \$15.00 to match Extreme Rock.

Mayor Katz directed the Village Clerk to inquire from Turco Landscaping if they would be willing to lower their landscaping bid by \$15.00, obtain and call their references, get the required insurance and required contracts.

Marion Ben-Jacob made a motion to move the following resolution, seconded by Ed McPherson:

RESOLVED, that the proposed agreements for snow plowing and lawn maintenance services at the Village Hall property of the Village of Wesley Hills for a three (3) year term commencing the winter of 2017 will be awarded to Turco Landscaping & Construction, Inc. upon submission to the Village of Wesley Hills of a contract consistent with the previously submitted proposals of Turco Landscaping & Construction, Inc. and approval of same by the Village Attorney, and at which time the Mayor is authorized to indicate approval of such agreement by signing same on behalf of the Village of Wesley Hills.

Upon vote, this motion carried unanimously.

Item #7

Resolution #104-17

Resolution approving abstracts of audited claims

Ruth Ivey made a motion to move the following resolution, seconded by Marion Ben-Jacob:

RESOLVED, that the general fund claims #14549 through #14627 in the aggregate amount of \$123,191.56 as set forth in Abstract #11/17 dated November 1, 2017, a copy of which abstract of audited claims is made a part of the Minutes of this Board, are hereby approved.

Upon vote, this motion carried unanimously.

Item #8

Reports

E Willow Tree Sidewalk Project

Mayor Katz stated that the Village is closing in on the end of this project. Hudson Hills who is

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the Village's contractor did not complete the project on time which has caused a number of issues for the Village. The Village has a bill from HVEA for the balance of their contract which was presented tonight for payment. The Village further received a bill From HVEA for the period of 9/1/17-9/18/17 in the amount of \$15,004.66 and HVEA stated that they had incurred these overages as they needed to provide more than expedited oversight on the project due to the contractor not being knowledgeable. HVEA has stated to the Village that if the Village receives liquidated damages from the contractor then they would expect to be paid.

Lastly, the Village received a 3rd bill from HVEA for the period of 9/19/17-9/30/17 in the amount of \$10,576.01 which they have stated can be deducted from HH's last bill. The Village expects to receive additional bills from HVEA for the month of October and so on.

Mayor Katz has stated that he has performed a number of inspections on the project and there are a number of punch list items to be completed including the rock wall which is not the design that the Village has selected.

Code Enforcement Position

Mayor Katz stated that the Village has not had any luck to find a replacement for the part time code enforcement officer position.

Ruth Ivey suggested that the Village post an ad for the opening.

Village Clerk stated that the Village can place the ad on NYCOM's website, seek a proposal from the Town for shared services, increase the salary, and/or seek the creation of a full time position for Building Inspector/Code.

Ed McPherson stated that he is neither in favor of seeking a proposal from the Town nor combining the position.

Board Members requested the Village Clerk to draft the ad and seek a proposal from the Town for a shared services contract.

December 2017 Meetings

December 5th regular meeting, December 19 workshop meeting

Village Clerk's Report

Village Clerk reported the following for the month of October 2017:

99% of the Village taxes were collected, 3 local law cases, 68 VTL cases, and 9 complaints were received. RFP were sent out for landscaping, snowplowing, parking lot striping, and the pedestrian study on Willow Tree Road.

8:12 pm Ed McPherson made a motion to adjourn, seconded by Ruth Ivey. Upon vote, this motion carried unanimously.

Respectfully Submitted,
Camille Guido-Downey