

Board of Trustees
Village of Baxter Estates
2 Harbor Road, Port Washington, New York
January 22, 2007
7:30PM

Present: Mayor John Maher
Trustee Charles Comer
Trustee Raymond Keenan
Trustee Alice M. Peckelis
Attorney Jim Bradley

Excused: Trustee Douglas Baldwin, Village Attorney Christopher Prior

Also present: Stuart Rosen, Lance Wagner, Court Reporter Jennifer Devlin

Open Public Hearing: Port Washington Fire Department Contract:

Mayor Maher opened the public hearing. A verbatim transcript of the public hearing was made.

On the motion of Trustee Comer, seconded by Mayor Maher, it was unanimously RESOLVED to postpone the review of the proposed Fire Protection Contract for the year 2007 until February 26, 2007.

Close Public Hearing.

Open Public Hearing: Bill No 5A of 2006, adjourned from December 18, 2006

On the motion of Mayor Maher, seconded by Trustee Keenan, it was unanimously RESOLVED to adopt Bill #5A of 2006 as Local Law 1 of 2007.

Mayor Maher closed the public hearing.

Open Regular Meeting

1. Clerk

A. Minutes

On the motion of Mayor Maher, seconded by Trustee Comer, it was unanimously RESOLVED that the reading of the Minutes of the December 18, 2006 meeting be waived and that they be and hereby are approved as presented by Clerk Whitcomb.

2. Treasurer

A. Abstract of Vouchers

On the motion of Mayor Maher, seconded by Trustee Comer, it was unanimously RESOLVED that the Abstract of Audited Vouchers dated January 22, 2007 for the General Fund, totaling \$69,092.20, be and hereby is approved as prepared by Treasurer Tuck.

B. Delinquent Taxes

On the motion of Trustee Comer, seconded by Mayor Maher, it was unanimously RESOLVED that Village Attorney Chris Prior will draft a letter to any person owing delinquent taxes to the Village.

C. Independent Auditor

Treasurer Tuck presented the proposal submitted by the Village's current independent auditor, Skinnon, Faber and Heck to the Board.

On the motion of Mayor Maher, seconded by Trustee Comer, it was unanimously RESOLVED that the Village engage the services of Skinnon, Faber and Heck to perform an independent audit of the financial affairs of the Village for the fiscal period commencing June 1, 2006-2007 and ending May 31, 2007 and to prepare an inventory of Village assets for compliance with GASB, for a fee not to exceed \$4,200.00 and in accordance with the proposal submitted.

3. New Business

A. Assessment Roll

Treasurer Tuck informed the Board that a draft of the Tentative Assessment Roll for the Village for the year 2007-2008 would be prepared for the Board, in its capacity as Board of Assessors for the Village, to review and correct prior to the February 1, 2007 date of completion. A Special Meeting will be called on January 31, 2007 at which time The Board will review the draft for the purpose of accepting same by not later than February 1, 2007.

B. Robert Rockelein

On the motion of Mayor Maher, seconded by Trustee Keenan, it was RESOLVED to approve the contract for Robert Rockelein as Code Enforcement Officer for the Village of Baxter Estates as drawn up by Village Attorney Prior.

C. Grievance Day- February 20, 2007

On the motion of Mayor Maher, seconded by Trustee Keenan, it was unanimously RESOLVED that Grievance Day will be held on the 20th day of February 2007 between the hours of 9:00 a.m. and 1:00 p.m. at the Village Hall, 2 Harbor Road, Port Washington, New York 11050, at which time and place a Trustee and the Assessor will meet for the purpose of hearing complaints in relation to real property tax assessments.

D. Village Election

On the motion of Trustee Comer, seconded by Mayor Maher, it was unanimously RESOLVED that the date, time and polling place for the next Village **Election** shall be Tuesday, March 20, 2007, between 12 noon and 9:00 p.m., at the Village Office at 2 Harbor Road, Port Washington, NY; and be it further RESOLVED that Angela Smith and Margaret Murphy be and hereby are appointed as **Inspectors of Election** for the next Village Election to be held on Tuesday, March 20, 2007, and that Margaret Murphy be and is hereby designated as the **Chief Inspector**; and be it further RESOLVED that each election inspector shall be compensated at the rate of \$15.00 per hour; and be it further

RESOLVED that the Election Inspectors of the Village shall prepare the register of enrolled voters for said election; and be it further RESOLVED that the Village Clerk is hereby directed to publish in the official newspaper of the Village, in accordance with Election Law Section 15-104(3)(b) and (4) by not later than March 8, 2007, the legal notice as to the polling place, hours of polls and names and addresses of all candidates, and the positions and terms for which nominated.

Take further notice that the offices to be filled at said Election are:

Mayor - Two Year Term
Trustee – Two Year Term
Trustee – Two Year Term
Trustee - One Year Term

E. Board of Trustees Meeting date change

On the motion of Mayor Maher, seconded by Trustee Comer, it was unanimously RESOLVED that the next meeting of the Board of Trustees be changed to Monday, February 26, 2007 at 7:30PM.

F. Code Enforcer's Report

The Board reviewed the report submitted by Village Code Enforcer Robert Rockelein.

G. MTS Report

Treasurer Laurence Tuck presented the report on the status of the Municipal Tracking System.

H. Building Inspector's (Recommendations) Letter

The Board reviewed the proposals of Building Inspector Joseph Saladino regarding building permit extension fees and construction start time.

The fee schedule could be changed by resolution. Changing the time of construction start would require a Bill and Local Law.

The matter was tabled until February 26, 2007.

4. Old Business

A. Village as Self-Assessor

On the motion of Trustee Comer, seconded by Mayor Maher, it was unanimously RESOLVED to hold a Public Hearing on June 18, 2007 to determine whether the Village should cease to be self-assessing.

B. Training for Board of Appeals/Planning Board

Discussion of the mandatory training was tabled until February 26, 2007.

C. Central Drive

The Board postponed the review of the bid package prepared by Village Engineer Nicholas DeSantis for the Central Drive Project until February 26, 2007.

On the motion of Mayor Maher, seconded by Trustee Comer, it was unanimously RESOLVED to charge a fee of \$50.00 to bidders for submittal of the bid package to the Village Clerk.

D. Trustee Keenan

Trustee Keenan reported on the storm drain on Locust Avenue. He stated that it was not practical to close off the drain.

Trustee Keenan stated that he would attend the meeting of the Village Officials Emergency Management to be held on January 29, 2007 at the Williston Park Village Hall, 494 Willis Avenue, Williston Park, starting at 7:00PM.

Trustee Keenan stated he would attend the mandatory training session needed prior to obtaining the 800MHz radio secured by a grant for the Village of Baxter Estates.

E. Charles Comer

Trustee Comer stated he was still working on Village zoning changes.

Trustee Comer stated he will attend the Phase II Stormwater meeting on January 23, 2007 at the Freeport Recreation Center from 9:00AM to 4:15PM.

F. Building Department Report

The Board reviewed the Building Department Report for the month of December 2006.

The Board entered into **Executive Session**.

There being no further business before the Board, on motion of Mayor Maher, seconded by Trustee Comer, it was unanimously RESOLVED that the meeting be and hereby is adjourned at 10:30PM.

Yvonne Whitcomb
Village Clerk