

BOARD OF TRUSTEES MEETING MINUTES
INC. VILLAGE OF WESTBURY
VILLAGE HALL CONFERENCE & BOARD ROOM
THURSDAY, NOVEMBER 2, 2023
6:30 P.M.

Present: Mayor Peter I. Cavallaro
Trustee Steven L. Corte
Trustee Beaumont A. Jefferson
Trustee William B. Wise (arrived at 7:02p.m.)
Trustee Vincent Abbatiello

Staff present: Chrissy Kiernan, Village Clerk-Treasurer
Anna Vikse, Village Attorney
Joe Brilliantino, Superintendent of Buildings
Phil Fulgieri, Superintendent of Public Works

Mayor Cavallaro opened the Meeting of the Board of Trustees at approximately 6:30PM with a verification of a quorum.

1. Resolution to Approve Board of Trustees Meeting Minutes of October 19, 2023

On motion by Trustee Corte, seconded by Trustee Abbatiello, it was RESOLVED to approve the Work Session/Regular Meeting Minutes of October 19, 2023 as prepared and distributed by Clerk-Treasurer Kiernan, with amendments to items 8 and 9. The Board was polled, all present voting "Aye" (4-0).

Mayor Peter I. Cavallaro	Aye	
Trustee Steven Corte	Aye	
Trustee Beaumont Jefferson	Aye	
Trustee William Wise		Absent
Trustee Vincent Abbatiello	Aye	

2. Resolution Accepting Resignations of Gail Slotnick (Special Aide to the Mayor), Jeffrey Brizuela (DPW Laborer), Nikko Clyburn (DPW Laborer), and Michael Perez (DPW Laborer)

On motion by Trustee Corte, seconded by Trustee Jefferson, it was RESOLVED to accept the resignations of Gail Slotnick (Special Aide to the Mayor), Jeffrey Brizuela (DPW Laborer), Nikko Clyburn (DPW Laborer), and Michael Perez (DPW Laborer). The Board was polled, all present voting "Aye" (4-0).

Mayor Peter I. Cavallaro	Aye
Trustee Steven Corte	Aye
Trustee Beaumont Jefferson	Aye

Trustee William Wise	Absent
Trustee Vincent Abbatiello	Aye

3. Resolution Appointing Jared Ottley, DPW Laborer and Michael Kraley, DPW Laborer

On motion by Trustee Jefferson, seconded by Trustee Abbatiello, it was RESOLVED to approve the appointments of Jared Ottley, DPW Laborer, and Michael Kraley, DPW Laborer at a starting salary of \$37,919.00. The Board was polled, all present voting "Aye" (4-0).

Mayor Peter I. Cavallaro	Aye
Trustee Steven Corte	Aye
Trustee Beaumont Jefferson	Aye
Trustee William Wise	Absent
Trustee Vincent Abbatiello	Aye

4. ZBA Referral- Variance Application for TOD Zone

The Village discussed a variance application which falls in the MU R-7 Transit Oriented Development (TOD) zone which is automatically referred to the Board of Trustees. The Board will hold a public hearing on December 7, 2023 to hear the application.

5. Parkway Drive @ Walsh Lane Speed Sign Request

A resident inquired as to placing a "slow down" speed sign at Parkway Drive and Walsh Lane. The Village Dept. of Public Works placed a speed monitor at the location and will monitor the speed of vehicles at that location for two weeks. The Board agreed that it would also like a "slow" sign placed there. Supt. of Public Works Phil Fulgieri will follow-up with the resident regarding sign placement.

6. 9/11 Street Naming Update/Discussion

The board continued discussion on a request to rename certain Village streets after firefighters who passed away from 9/11 related illnesses. No action was taken.

7. Update Regarding Police Booth on Post Avenue

Clerk-Treasurer Kiernan reported that she reached out to Commanding Officer Ciaccio regarding the police booth on Post Avenue that has fallen into disrepair and that he responded that the third precinct will no longer need the police booth and that they would be dismantling it at their own expense.

Trustee Wise entered at 7:02 p.m.

8. Discussion of Piazza Issues

The Board discussed issues in the Piazza including public drunkenness and loitering. The third precinct had been notified by the Village of the ongoing issues and has since stepped up enforcement. In addition, the Building Department staff will continue to monitor the area with documentation. Mayor Cavallaro discussed with Supt. of Public Works Phil Fulgieri, the need to lock the electric box. Supt. Fulgieri stated that the Village has placed multiple locks on the box, and they have all been broken. The Village will consider burying the box underground and will explore other options.

9. Westbury Arts Building Roof Repair Quotes

Three quotes for roof repair of the Westbury Arts building were circulated to the Board in advance of the meeting. Supt. of Buildings Joe Brilliantino discussed with the Board the scope of work and the quotes received. The Westbury Arts building is roof is estimated to be about 10-12 years old. The lowest quote received, and the most complete scope of work offered was from NYC Roofing in the amount of \$6,600. Mayor Cavallaro asked Superintendent Brilliantino to obtain references of similar projects from the vendor, in addition to additional quotes.

On motion by Trustee Abbatiello, seconded by Trustee Jefferson, it was RESOLVED to approve the expenditure of up to \$6,600 for the repair of the roof, the contractor to be approved by the Clerk/Treasurer. The Board was polled, all present voting "Aye" (5-0).

Mayor Peter I. Cavallaro	Aye
Trustee Steven Corte	Aye
Trustee Beaumont Jefferson	Aye
Trustee William Wise	Aye
Trustee Vincent Abbatiello	Aye

10. IT Committee Update

Clerk-Treasurer Kiernan reported that she met with the IT Committee and distributed a memo outlining the committee's recommendations for financial and building department software upgrades.

Clerk-Treasurer Kiernan reported that four proposals for financial software were considered: Tyler Technologies, Harris Local Government, Springbrook, and Edmunds Govtech. Springbrook currently owns the Village's legacy financial software, KVS Enterprise and KVS Standard, for tax conversion (needed to enter the RPS assessment data). Muncity Enterprise is the Village's building department legacy software. It includes parcel management, permitting, code enforcement, and licensing.

Of the companies who provided quotations to the Village, all four proposals have both financial software (cash management, receipts, reconciliations etc.) and tax software built into the quote. However, not all of the proposals include building department (permitting/ enforcement/ licensing) software. Springbrook does not provide building software. Harris offers these functionalities, but did not provide a quote. A cost breakdown of the financial software is as follows:

	One-time implementation cost	Recurring annual cost
Tyler	\$65,530.00	\$29,372 (includes building)
Edmunds	\$62,300.00	\$30,550 (includes building)
Springbrook	\$67,335.00	\$24,710 (does not include building)
Harris	\$54,596.00	\$14,301 (does not include building)

Of the demonstrations provided, Tyler and Springbrook platforms were the best options—they were the most user friendly, had the strongest references, and met all the needs of the Clerk’s office (tax, receipts, ledger, reports and reconciliation functionality). However, as noted, Springbrook does not offer building department software. Tyler does offer building department software, which appeared to meet the needs of the Building Department.

Based on the above, the IT Committee is prepared to recommend the Tyler Technologies package, with a one-time cost of \$65,530 and a recurring cost of \$29,372. For cost comparison purposes, the Village currently pays Springbrook \$17,300 for KVS Enterprise \$5,000 to General Code for Muncipity Enterprise. The total for the Village’s current financial and building software is currently approximately \$23,300.

On motion by Trustee Abbatiello, seconded by Trustee Jefferson, it was RESOLVED to enter into contract with Tyler, with a one-time implementation cost of \$65,530 and an annual cost of \$29,372. Approximately 84% of the implementation cost of the building department software will be paid for with CDBG funds, and the remainder of the implementation costs will be paid for via ARPA funds. The Board was polled, all present voting “Aye” (5-0).

Mayor Peter I. Cavallaro	Aye
Trustee Steven Corte	Aye
Trustee Beaumont Jefferson	Aye
Trustee William Wise	Aye
Trustee Vincent Abbatiello	Aye

11. Pledge of Allegiance

Mayor Cavallaro led the Pledge of Allegiance.

12. Board Liaison/Committee Reports

A. Trustee Steven Corte-

1. Assessor – Trustee Corte reported that exemption paperwork is due no later than January 2, 2024.
2. Senior Citizen Liaison – The Westbury Seniors held their annual Fall Bazaar on October 21, 2023 and it was a huge success. Trustee Corte thanked residents for their support.
3. VFW – Trustee Corte reminded attendees that there will be open house on Veteran’s Day on Saturday, November 11, 2023 at the VFW which houses the Village’s military collection.

B. Trustee Beaumont Jefferson

1. WAC- Trustee Jefferson reported that Westbury Arts Gala fundraiser at Westbury Manor on October 24, 2023 was a success. He congratulated the event honorees, former Village Justice Thomas Liotti, Lyn Dobrin, and Lynette Carr.
2. Recreation – Trustee Jefferson reported that on November 21, 2023, the Santa mailbox will be out on the corner of Winthrop and Post Avenue next to the Bank of America.
3. Trustee Jefferson reminded residents that the Village Tree Lighting will take place on the Village recreation campus and recreation center, 348 Post Avenue, on Saturday, December 2, 2023 at 4:00pm. There will be a musical quartet, hot chocolate sponsored by the BID, and a visit from Santa on the fire truck. Trustee Jefferson also reminded residents that the Iron Gates Foundation will host their annual toy drive on December 15, 2023 in the gymnasium, 346 Post Avenue, at 5:00pm.
4. Trustee Jefferson wished everyone a Happy Thanksgiving!

C. Trustee William Wise

1. NCPD 3rd Precinct Report – No report.

D. Trustee Vincent Abbatiello

1. Audit and Claims – Review and approval of Claims and Expenditures for the period October 6, 2023 through November 2, 2023 in the amount of \$443,068.02 of which, \$156,877.87 is from Capital Expenses and \$286,190.15 is from the General Fund. Trustee Abbatiello made a motion to submit bills for payment, seconded by Trustee Jefferson. Motion to approve was passed; The Board was polled, all present voting “Aye” (5-0).

Mayor Peter I. Cavallaro	Aye
Trustee Steven Corte	Aye
Trustee Beaumont Jefferson	Aye
Trustee William Wise	Aye
Trustee Vincent Abbatiello	Aye

2. Trustee Abbatiello reported that the Business Improvement District “BID” dollars program will commence soon.
3. Trustee Abbatiello also reminded residents that St. Brigid’s will host a 5K on November 25, 2023.

E. Mayor’s Report

1. Finance & Public Works - Mayor Cavallaro reminded residents that next week will be on a holiday schedule. Mayor Cavallaro reported that the Village is mailing a flier to residents with information regarding changes in the solid waste code and sanitation procedures. The amendments to the sanitation code take effect on December 1, 2023. The flier will also be posted on the Village website.

The Nassau County Police Department will be holding a community forum at the Library on November 16, 2023 at 7:00p.m. This is a rescheduled date.

Mayor Cavallaro also shared that he would like to reiterate what Trustee Jefferson stated and wish everyone a Happy Thanksgiving.

13. Public Comments

Mayor Cavallaro opened the meeting up to public comments.

Mrs. Mobius, of 484 Winthrop Street reported that she was pleased to see a police officer pulling over a tractor trailer coming off a side street onto Brush Hollow Road.

Mrs. Mobius also inquired as to the Village purchasing garbage vehicles with arms that could pick-up mechanical type pails. Mayor Cavallaro responded that the Village explored that option, but felt that it would make it so that all residents had to obtain that type of pail and that the current code update would be better for the residents while taking into consideration the safety of the sanitation staff. Resident Ray Muntz added that many residents still have the option of rear yard pick-up.

A resident inquired as to whether National Grid would be stopping installations of gas service because of the state's desire to limit sale of gas products due to environmental concerns. Mayor Cavallaro reported that there once has been a moratorium on commercial gas installation, but that there is currently no plan to stop gas service.

Mr. Chester McGibbon of 502 Alicia Drive asked about plans related to the south parking lot at the Westbury Train Station. Mayor Cavallaro responded that the Long Island Railroad has an RFP and is negotiating with potential developers. If nothing is negotiated by spring, the Village expects that the MTA will move all the trucks and clear the space.

Mayor Cavallaro also shared that the Downtown Revitalization Initiative rescheduled ribbon cutting will likely happen sometime in mid-November.

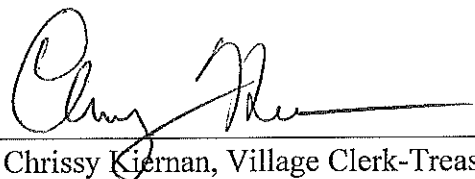
14. Union contract update (executive session)

At 8:10pm the Board entered by motion into Executive Session to discuss the Union Contract Negotiation.

At 8:35pm, the Board came out of Executive Session and declared that no action was taken.

On a motion by Mayor Cavallaro, duly seconded, the Meeting was adjourned at 8:35 p.m.

Submitted by:



Chrissy Kiernan, Village Clerk-Treasurer