

BOARD OF TRUSTEES MEETING MINUTES  
INC. VILLAGE OF WESTBURY  
VILLAGE HALL CONFERENCE ROOM  
THURSDAY, JUNE 15, 2023  
5:30 P.M.

Present: Mayor Peter I. Cavallaro  
Trustee Steven L. Corte  
Trustee Beaumont A. Jefferson  
Trustee Vincent Abbatiello

Excused: Trustee William B. Wise

Staff present: Chrissy Kiernan, Village Clerk-Treasurer  
Anna Vikse, Village Attorney  
Joseph Brilliantino, Superintendent of Buildings

**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 June 1, 2023**

On motion by Trustee Corte, seconded by Trustee Abbatiello, it was RESOLVED to approve the Work Session/Regular Meeting Minutes of June 1, 2023 as prepared and distributed by Clerk-Treasurer Kiernan. 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		Excused
Trustee Vincent Abbatiello	Aye	

**2. Review and Approval of Claims and Expenditures for the period June 1, 2023 to June 15, 2023**

The Board reviewed claims for the period June 1, 2023 through June 15, 2023 as follows: for the year-end May 31, 2023, in the amount of \$38,591.71 of which, \$500.00 is from Capital Expenses and \$38,091.71 is from the General Fund; and for the year-end May 31, 2024, in the amount of \$461,441.30 of which \$74,137.61 is from the Capital Fund and \$387,303.69 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" (4-0).

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

Trustee Vincent Abbatiello                      Aye

**3. Block Party Application – Applicant Kristen Reed - Harvard Street between Ellison Avenue and Longwood Road – July 22, 2023, no rain date**

The Board reviewed a block party application for Harvard Street between Ellison Avenue and Longwood Avenue for July 22, 2023 with no rain date. Mayor Cavallaro confirmed with Clerk-Treasurer Kiernan that the requisite number of signatures were collected by the applicant.

On motion by Trustee Abbatiello, seconded by Trustee Corte, it was RESOLVED to approve the block party application by Applicant Kristen Reed for Harvard Street between Ellison Avenue and Longwood Road on July 22, 2023. 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	Excused
Trustee Vincent Abbatiello	Aye

**4. Request to Permit St. Brigid’s/Our Lady of Hope School Sixth Annual 5K Event on Saturday, November 25, 2023 at 9:00am**

Mayor Cavallaro reported that St. Brigid’s/Our Lady of Hope School is seeking approval for a 5K event on Saturday, November 25, 2023. As in previous years, the route will consist of two loops beginning at the school, traveling east on Maple to Post Avenue, traveling north on Post Avenue to Drexel Avenue, and traveling west on Drexel Avenue to St. Brigid’s Lane. The event will include a combination of runners and walkers. Principal Clagnaz noted in his letter that the event takes place on Small Business Saturday which gives the Westbury Business Improvement District an additional opportunity to attract shoppers in the Business District.

After discussion, on motion by Trustee Abbatiello, seconded by Trustee Jefferson, it was RESOLVED to approve the request from St. Brigid’s/Our Lady of Hope School to host a 5K event on Saturday, November 25, 2023 beginning at 9am and ending approximately at 10:30am. 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	Excused
Trustee Vincent Abbatiello	Aye

**5. Review Flushing Bank Courier Service Agreement**

Clerk-Treasurer Kiernan reported to the Board that she has been in touch with all of the Village’s banking institutions regarding acceptance of coin deposits from the Village’s parking meters

noting that People’s Bank which was merged with M&T stopped accepting unwrapped coin deposits in September. Flushing Bank offered a courier service to take bagged unrolled coin which would come one to two times per month for deposit, and is the most efficient solution.

After discussion, on motion by Trustee Jefferson, seconded by Trustee Abbatiello, it was RESOLVED to approve the Flushing Bank Courier Service Agreement as circulated to the Board. 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		Excused
Trustee Vincent Abbatiello	Aye	

**6. Discuss update on Ellison Ave. water main issue**

Trustee Abbatiello reported that there are no further leaks to date on Ellison Avenue.

**7. Resolution to Authorizing Purchase of Vactor Under Community Benefit Fund**

Mayor Cavallaro reported that the Village has had a purchase order in place for an International HV607 with Vac-con 9 cubic yard Vacuum/Sewer Jet for \$406,580.00. Syosset Trucks notified the Superintendent of Public Works that there are significant delays in manufacturing and thus offered the option of cancelling its existing purchase order and offered to the Village, a similar Vac-con model unit currently being used for demonstration that is available for purchase at a lower price of \$378,750.00 and would be delivered immediately following the receipt of the purchase order.

After discussion, on motion by Mayor Cavallaro, seconded by Trustee Abbatiello, it was RESOLVED to cancel the purchase order for the HV607 Vac-con and issue a purchase order for a Vac-Con Sewer Cleaner Model V311HEN/1300 from Trius Inc. in the amount of \$378,750.00 with a five-year warranty on the engine and transmission limited to 100,000 miles and a 1-year warranty on the vac-con module. 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		Excused
Trustee Vincent Abbatiello	Aye	

**8. Discussion of Village Event Honoring Judge Thomas Liotti’s Retirement**

The Board discussed hosting an event to recognize Judge Liotti upon his retirement. Attorney Vikse suggested having the celebration along with Constitution Day on September 17, 2023 and offered to reach out to Judge Boylan to coordinate.

**9. Recreation Ball Field**

Mayor Cavallaro discussed with the Board the possibility of opening the recreation ball field next to the senior center for use by permittees adding that there is a youth group seeking use of the field. Clerk-Treasurer Kiernan offered to have the Village’s risk control specialist who is a playground specialist inspect the field and offer safety recommendations and would report back to the Board on what would be needed to do to ensure continued safety on the field.

**10. Discuss Gary P. Material**

The Board discussed material provided by a resident seeking the retail sale of cannabis in the Village. Mayor Cavallaro noted that the Village opted out of allowing cannabis sales in the Village and that allowing the sale would require legislation. The Board has agreed to meet with the resident on July 20, 2023 for a formal presentation.

**11. Discuss Letter from The Space**

The Board discussed a letter from Cyrus Hakakian requesting a payment plan for the lease amount owed to the Village from The Space for rental of certain parking lots. The Board approved the request, created a payment plan, and instructed Attorney Vikse to inform Mr. Hakakian of the decision.

**12. Tour of Cornerstone Property**

Mayor Cavallaro reported that Village Officials were invited to tour the Cornerstone Property at 4:00pm before our August 3<sup>rd</sup> Board Meeting.

**13. Review Updated Sexual Harassment Prevention Policy and Reporting Form**

Attorney Vikse gave a high-level overview of changes to New York State’s model policy on sexual harassment prevention. The Village had previously adopted the old version of the State model policy. Attorney Vikse adopted the new State model policy for the Village and presented it to the Board for approval. Changes include: specific application to virtual online media, gender role stereotyping, a new standard, which is no longer a pervasive standard, new examples of sexual harassment and a new state hotline for employees to call. The Village would have a poster placed out regarding sexual harassment prevention which would state to find a copy of the policy.

On motion by Trustee Jefferson, seconded by Trustee Corte, it was RESOLVED to approve the updated Sexual Harassment Prevention Policy and Reporting Form as presented by Attorney Vikse. 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  
Trustee Vincent Abbatiello

Excused  
Aye

#### 14. Discuss Garbage Code Amendments

Mayor Cavallaro discussed with the Board the need to amend the Garbage Code. Attorney Vikse drafted a proposed new code that follows the actual sanitation policies of the Village and would replace the Village's existing code which is outdated. The new code would amend the weight limits and garbage can types, add a section requiring refrigerated storage room or containers for commercial properties that are near residential, give more flexibility to the Department of Public Works supervisors, update various sections to reflect current garbage collection (e.g. removed references to ashes, allowing plastic containers, etc.), streamline recycling provisions, add box springs to the section on mattresses, add language relating to contractor/landscaper collections, remove the solid waste commission; change references to "solid waste commission" to "clerk's office", took out references to investigations of applicants for solid waste handlers permits, amended the ways in which leaves, grass clipping, and branches are tied and bundled.

Mayor Cavallaro added that the new garbage code bill introduction would be discussed further at the July 6, 2023 meeting and that the Board would set a public hearing for August 3, 2023.

#### 15. Employee Request for Unpaid Leave Due to Family Medical Issue


Clerk-Treasurer Kiernan reported that a member of the Dept. of Public Works staff is seeking unpaid leave to visit a sick family member abroad. Attorney Vikse added that the employee has not worked for the Village for a year and thus does not qualify for FMLA benefits.

On motion by Mayor Cavallaro, seconded by Trustee Abbatiello, it was RESOLVED to approve the leave of absence from July 31, 2023 to September 8, 2023 for an employee of the Department of Public Works pending receipt of paperwork as required by the Village Attorney.

#### 16. Electric Vehicle Charging Stations

Mayor Cavallaro shared that he has a grant funding opportunity for the purchase and installation of electric charging stations for the Village's parking lots. Several locations were discussed such as the Community Center, Maple, and Madison parking lots. Clerk-Treasurer Kiernan would work with Sr. Building Inspector Bill Mello on providing a cost proposal.

On a motion by Mayor Cavallaro, seconded by Trustee Corte, the meeting was adjourned at 7:10p.m.

Submitted by:   
Chrissy Kiernan, Village Clerk-Treasurer