

**DRAFT MINUTES
OF THE BOARD OF TRUSTEES
OF THE INCORPORATED VILLAGE OF EAST HILLS
NOVEMBER 7, 2020**

At a virtual meeting of the Board of Trustees of the Incorporated Village of East Hills held on November 6, 2020, the Mayor called the meeting to order at 9:00 am. Mayor Michael R. Koblenz noted a quorum. The following Board of Trustees members were present:

Mayor	Michael R. Koblenz
Deputy Mayor	Emanuel Zuckerman
Trustee	Clara Pomerantz
Trustee	Brian Meyerson
Trustee	Stacey Siegel

**APPROVE ENGAGEMENT LETTER WITH LEVENTHAL, MULLANEY & BLINKOFF,
LLP
RES. #-20**

Upon motion by Trustee Meyerson, seconded by Trustee Pomerantz, it was

RESOLVED, to approve Engagement Letter dated October 19, 2020 with Leventhal, Mullaney & Blinkoff, LLP to serve as counsel in the action of Brummel v Architectural Review Board, et al.

Motion passed.

The vote was as follows:

Mayor Koblenz	aye
Deputy Mayor Zuckerman	aye
Trustee Pomerantz	aye
Trustee Meyerson	aye
Trustee Siegel	aye

**APPROVE REQUEST FOR ADDRESS CHANGE FOR 400A LOCUST LANE TO 390
LOCUST LANE
RES. #-20**

Upon motion by Trustee Meyerson, seconded by Trustee Pomerantz, it was

RESOLVED, to approve the request of Mohammel Alam, to change his property address for 400A Locust Lane to 390 Locust Lane.

Motion passed.

The vote was as follows:

Mayor Koblenz	aye
Deputy Mayor Zuckerman	aye
Trustee Pomerantz	aye

Trustee Meyerson aye
Trustee Siegel aye

**DESIGNATE THE 2021 ANNUAL MEETING
RES. #-20**

Upon motion by Trustee Pomerantz, seconded by Trustee Siegel, it was

RESOLVED, to designate April 5, 2021 as the Annual Organizational Meeting of the Village Board of Trustees.

Motion passed. The vote was as follows:

Mayor Koblenz.....aye
Deputy Mayor Zuckerman.....aye
Trustee Pomerantz.....aye
Trustee Meyerson.....aye
Trustee Siegel..... aye

**DESIGNATE REGULAR MEETING DATES
RES. #-20**

Upon motion by Trustee Meyerson, seconded by Trustee Siegel, it was

RESOLVED, to designate the following regular meeting dates of the Board of Trustees:

December 16, 2020, January 13, 2021, February 10, 2021, March 10, 2021.

Motion passed. The vote was as follows:

Mayor Koblenz.....aye
Deputy Mayor Zuckerman.....aye
Trustee Pomerantz.....aye
Trustee Meyerson.....aye
Trustee Siegel..... aye

**DESIGNATE OFFICIAL DEPOSITORIES
RES. #-20**

Upon motion by Trustee Meyerson, seconded by Trustee Pomerantz, it was

RESOLVED, to designate JP Morgan Chase, TD Bank and State Bank as the official depositories of all moneys received by the Village Clerk-Treasurer and Receiver of Taxes.

Motion passed. The vote was as follows:

Mayor Koblenz.....aye
Deputy Mayor Zuckerman.....aye
Trustee Pomerantz.....aye
Trustee Meyerson.....aye
Trustee Siegel..... aye

**DESIGNATE OFFICIAL NEWSPAPERS
RES. #-20**

Upon motion by Deputy Mayor Zuckerman, seconded by Trustee Pomerantz, it was
RESOLVED, that the Roslyn News , Newsday, and the Roslyn Times are hereby
designated as co-official newspapers of the Village of East Hills with the Board free to
determine which one to use at any given time.

Motion passed. The vote was as follows:

Mayor Koblenz.....aye
Deputy Mayor Zuckerman.....aye
Trustee Pomerantz.....aye
Trustee Meyerson.....aye
Trustee Siegel.....aye

**AUTHORIZE ADVANCE APPROVAL OF CLAIMS
RES. #-20**

Upon motion by Deputy Mayor Zuckerman, seconded by Trustee Pomerantz, it was
RESOLVED, to authorize payment in advance of audit claims for public utility services,
postage, freight and express charges, and all such claims shall be presented at the next
regular meeting for audit and the claimant and officer incurring or approving same shall
be jointly and severally liable for any amount disallowed by the Board of Trustees.

Motion passed. The vote was as follows:

Mayor Koblenz.....aye
Deputy Mayor Zuckerman.....aye
Trustee Pomerantz.....aye
Trustee Meyerson.....aye
Trustee Siegel.....aye

**ATTENDANCE AT SCHOOLS AND CONFERENCES
RES. #-20**

Upon motion by Trustee Siegel, seconded by Trustee Meyerson, it was
RESOLVED, that elected officials and employees are hereby authorized to attend
schools and conferences in conformity with Section 770-b of the General Municipal
Law, subject to the approval of the Mayor.

Motion passed. The vote was as follows:

Mayor Koblenz.....aye
Deputy Mayor Zuckerman.....aye
Trustee Pomerantz.....aye
Trustee Meyerson.....aye

Trustee Siegel..... aye

**MILEAGE
RES. #-20**

Upon motion by Deputy Mayor Zuckerman, seconded by Trustee Pomerantz, it was
RESOLVED, that the Board of Trustees will approve reimbursement to officers and
employees for mileage reimbursement at the rate of 57.5 cents per mile for use of
personal automobiles in performing official duties.

Motion passed. The vote was as follows:

Mayor Koblenz.....aye
Deputy Mayor Zuckerman.....aye
Trustee Pomerantz.....aye
Trustee Meyerson.....aye
Trustee Siegel..... aye

ANNUAL REVIEW OF VILLAGE PROCUREMENT POLICY

The Board reviewed the Village’s Procurement Policy and no changes were
recommended.

**RETENTION SCHEDULE
RES.#-20**

Upon motion by Deputy Mayor Zuckerman, seconded by Trustee Pomerantz, it was

RESOLVED, that Retention and Disposition Schedule for New York Local
Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and
Cultural Affairs Law, and containing legal minimum retention periods for local
government records, is hereby adopted for use by all officers in legally disposing
of valueless records listed therein. FURTHER RESOLVED, that in accordance
with Article 57-A: (a) only those records will be disposed of that are described in
Retention and Disposition Schedule for New York Local Government Records
(LGS-1), after they have met the minimum retention periods described therein;
(b) only those records will be disposed of that do not have sufficient
administrative, fiscal, legal, or historical value to merit retention beyond
established legal minimum periods.

Motion passed. The vote was as follows:

Mayor Koblenz.....aye
Deputy Mayor Zuckerman.....aye
Trustee Pomerantz.....aye
Trustee Meyerson.....aye
Trustee Siegel..... aye

**CLAIMS
RES. #-20**

Upon motion by Deputy Mayor Zuckerman, seconded by Trustee Pomerantz, it was

RESOLVED, to approve the General Fund abstract of November 7, 2020 in the amount of \$1,199,828.79 and Trust and Agency abstract of November 7, 2020 in the amount of \$2,922.50.

Motion passed.

The vote was as follows:

Mayor Koblenz aye
Deputy Mayor Emanuel Zuckerman..... aye
Trustee Clara Pomerantz.....aye
Trustee Brian Meyerson.....aye
Trustee Stacey Siegel.....aye

**AUTHORIZE TRANSFERS
RES. #-20**

Upon motion by Deputy Mayor Zuckerman, seconded by Trustee Meyerson, it was

RESOLVED, to approve the following transfers:

FINAL budget transfers 2019/20 FY

- \$5,624.94 from 1410.200(equipment) 1410.460(other expenses)
- \$1,098.00 from 3410.430(insurance) to 3410.431(LOSAP Program)
- \$16,786.28 from 3620.200(equipment) to 3620.100(equipment)
- \$412.34 from 3989.460(other expenses) to 3989.411(gas/oil/grease)
- \$150.00 from 1410.200(equipment) to 4020.450(professional services)
- \$1,060.55 from 5110.445(equipment maint) to 5110.220(equipment)
- \$2,919.66 from 5110.445(equipment maint) to 5110.410(supplies & materials)
- \$3,250.98 from 5110.445(equipment maint) to 5110.460(other expenses)
- \$24,150.99 from 1930.400(Judgements & claims) to 5112.400(contractd services)
- \$3,857.00 from 7410.448(repair & maint) to 7410.436(legal)
- \$5,955.50 from 7410.448(repair & maint) to 7410.440(other prof services)
- \$4,229.53 from 8160.460(other expenses) to 8160.482(incinerator village)
- \$4,368.27 from 9089.800(employee benefits) to 9050.800(unemployment)

20/21 FY:

- \$50.00 from 1110.460(Other expenses) to 1110.410(supplies & materials)

\$105.53 from 1410.460(other expenses) to 1380.400(Bond counsel fees)

\$12,000.00 from 1930.400(judgments & claims) to 3989.234(security cameras)

\$12,336.00 from 1930.400(judgments & claims) to 3410.431(LOSAP program)

\$5,777.38 from 9089.800(employee benefits) to 9050.800(unemployment)

Motion passed. The vote was as follows:

Mayor Koblenz.....aye
 Deputy Mayor Zuckerman.....aye
 Trustee Pomerantz.....aye
 Trustee Meyerson.....aye
 Trustee Siegel..... aye

DEPARTMENTAL REPORTS

Departmental reports were accepted as presented.

The grand total of Village Justice Court funds for the Month of September was \$40,188.

MAYOR’S REPORT

Mayor Koblenz reported that Nassau County Legislator Josh Lafazan was giving the Village a \$25,000 grant from Nassau County for theater renovations. The installation of camera poles are not yet stable and will be cemented in one week. Estimates are being obtained for heaters in the DPW garage which are 20 years old. The Village is probably looking at 4 replacements at a cost of \$8,000.

EXECUTIVE SESSION

RES. #-20

A motion was made by Trustee Meyerson, seconded by Deputy Mayor Zuckerman, to convene to Executive Session pursuant to Open Meetings Law §105(1)(d), to discuss an employment matter and possible litigation. The motion was unanimously approved.

Discussion transpired.

A motion was made by Trustee Meyerson, seconded by Trustee Pomerantz, that the Executive Session be adjourned and reconvene to regular session. Motion was unanimously carried.

Upon motion, the meeting was adjourned at 11:57 am.

Respectfully submitted,

Donna Gooch, Village Clerk