

**DRAFT MINUTES  
OF THE BOARD OF TRUSTEES  
OF THE INCORPORATED VILLAGE OF EAST HILLS  
JANUARY 17, 2024**

At a meeting of the Board of Trustees of the Incorporated Village of East Hills held on January 19, 2023; Mayor Koblenz called the meeting to order at 5:30 pm. Mayor Koblenz noted a quorum. The following Board of Trustees members were present:

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

**APPOINTMENT**

Mayor Koblenz appointed and the Board affirmed Matthew Fox to serve as an alternate member of the Zoning Board of Appeals, effective immediately, and Peter Zuckerman as Associate Justice for a remaining term through March 31, 2024. The Mayor then administered the oath of office to Mr. Zuckerman.

**PERSONNEL – MARY SHERRY  
RES. #1-24**

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

RESOLVED, effective following Peter Zuckerman taking the bench as an Associate Justice, to authorize Mary Sherry to work a standard workday, Monday through Friday, 9:00 – 4:30, with modified hours on Fridays to avoid additional hours as a result of court nights. This will allow her to qualify for full-time benefits.

Motion passed. The vote was as follows:

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

**MEMORANDUM OF AGREEMENT BETWEEN THE INCORPORATED VILLAGE OF EAST HILLS AND CSEA, LOCAL 1000 AFSCME, AFL-CIO VILLAGE OF EAST HILLS DPW UNIT NASSAU COUNTY MUNICIPAL EMPLOYEES LOCAL 882  
RES. #-2-24**

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

RESOLVED, to authorize the Mayor to sign a Memorandum of Agreement between the Incorporated Village of East Hills And CSEA, Local 1000 AFSCME, AFL-CIO Village of East Hills DPW Unit Nassau County Municipal Employees Local 882, subject to revision and review by counsel.

Motion passed. The vote was as follows:

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

The Board discussed expenses associated with the MacKay Estate Gate Lodge restoration project.

**AWARD BID – NORTHWOOD SASH & JOINERY, LLC  
RES. #-24**

On December 22, 2022, the following bids were received:

Northwood Sash & Joinery, LLC Option 1 \$136,700.00; Option 2 \$121,940.00

American Classic Enterprises, Inc., dba Architectural Components Option 1 \$159,435.00; Option 2 \$148,261.00

Upon motion of Deputy Mayor Zuckerman, seconded by Trustee Siegel, it was

RESOLVED, to award bid package for the supply of new windows and doors for the Mackay Estate Gate Lodge to Northwood Sash & Joinery, LLC as the lowest, responsible bidder, for Option 1 in the amount of \$136,700.

Motion passed. The vote was as follows:

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

**AUTHORIZE PROPOSAL OF JOHN COLLINS – MACKAY ESTATE GATE LODGE  
RES. #-24**

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

RESOLVED, to approve the January 9, 2024 proposal of John Collins for drawings and specifications for the restoration of the exterior limestone walls and granite foundation of the Mackay Estate Gate Lodge in the amount of 18 hours @\$125 hour (\$2,250.00), \$800 for reimbursable expenses and \$125.00 an hour for any additional hours if additional services are requested and authorize a retainer check in the amount of \$600.00.

Motion passed. The vote was as follows:

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

**AUTHORIZE ADVERTISING FOR BIDS FOR PICKUP TRUCKS  
RES. #-24**

Upon motion of Deputy Mayor Zuckerman, seconded by Trustee Siegel, it was

RESOLVED, to authorize the Village Clerk to advertise for bids for 2 pickups for DPW and further authorize a \$500 deposit to East Hills Chevrolet to reserve a 2024 Blue Chevy Silverado in the amount of \$52,942.50 pending bid results.

Motion passed. The vote was as follows:

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

**SCHEDULE PUBLIC HEARINGS – BILL T1-24 AND BILL T2-24  
RES. #-24**

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

RESOLVED, to authorize the Village Clerk to advertise a public hearing on proposed Bill T1-24, Amending Chapter 37, Procurement. Public hearing to be held at the February 13, 2024 Board of Trustees meeting; and it was further

RESOLVED, to authorize the Village Clerk to advertise a public hearing for Bill T2-24, a proposed local law amending Section 271-138 of the Code of the Inc. Village of East Hills as it relates to the required fees and deposits for building, zoning, subdivision and miscellaneous other applications, permits, licenses and services. Public hearing to be held at the February 13, 2024 Board of Trustees meeting.

Motion passed. The vote was as follows:

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

**PERSONNEL – MARK MIRSKY  
RES. #-24**

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

RESOLVED, to authorize a pay increase for Mark Mirsky, part-time Security Aide from \$22.00 hour to \$23.20 an hour.

Motion passed. The vote was as follows:

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

**DONATION – DOUG LANCEY  
RES. #-24**

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

RESOLVED, to authorize to accept a donation by resident Doug Lancey of a 24” Cub Cadet Snow Blower for village use.

Motion passed. The vote was as follows:

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

The tax roll and warrant were presented to the Board. The Board certified the account of unpaid real estate taxes for 2023/24 pursuant to Section 1436(2) of the Real Property Tax totaling \$90,038.24 outstanding, including base tax, penalties, and interest through January 31, 2024.

**GRIEVANCE DAY  
RES. #**

The village property tax exemptions effective for the 2024/25 assessment roll were presented to the Board.

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

RESOLVED, that the 2024/25 Tentative Assessment Roll be filed with the Village Clerk on February 1, 2024 and that the roll be made available for inspection between 9:00 AM and 4:00 PM Monday through Friday until the third Tuesday in February (February 20, 2024), at which date the Board of Assessment Review will meet from 4:00 pm – 8:00 pm to hear properly filed complaints regarding assessment.

Motion passed. The vote was as follows:

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

**TEMPORARY APPOINTMENT TO BOARD OF ASSESSMENT REVIEW –  
WILLIAM C. BURTON AND MICHAEL R. KOBLENZ  
RES. #-24**

WHEREAS, certain members of the Board of Assessment Review ( "BAR" ) may be unavailable to attend meetings of the BAR throughout the year including those scheduled to hear grievance complaints relative to assessments which appear on the tentative assessment roll; and

WHEREAS, three (3) voting members in attendance at any such meeting(s), and any subsequent adjournment(s) thereof, are required to constitute a quorum in order for the BAR to take any lawful action at such meeting(s), now therefore, be it

RESOLVED, that the Board of Trustees hereby appoints William C. Burton, Three Hummingbird Drive, East Hills, New York, as a temporary member of the BAR beginning February 1, 2024 and expiring January 31, 2025 to act in the event his attendance and participation at such meeting(s), and any subsequent adjournment(s) thereof, is required in order to constitute a minimum quorum of the BAR.

Motion passed. The vote was as follows:

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

#### **POLLING PLACE MARCH 19, 2024 VILLAGE ELECTION RES. #-24**

Upon motion of Trustee Siegel, seconded by Deputy Mayor Zuckerman, it was

RESOLVED, that the polling place for the March 19, 2024 Village election shall be held at 209 Harbor Hill Road, East Hills, NY 11576 and that the polls shall be open between the hours of 6:00 AM and 9:00 PM.

Motion passed. The vote was as follows:

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

#### **APPOINTMENT OF ELECTION INSPECTORS RES. #-24**

Upon motion of Trustee Siegel, seconded by Deputy Mayor Zuckerman, it was

RESOLVED, to authorize the appointment of individuals from the Nassau County Board of Elections approved list and waiving the village residency requirement under Village Law Section 3-300 to be appointed as election inspectors/poll clerks for the March 19, 2024 Village Election, to be compensated at a flat rate of \$350/day for election inspectors, \$400 for the election inspector chairperson(s) and \$300 for election poll clerks (\$150.00 half day poll clerk) with an additional \$25 per day for training, and authorize the appointment of alternate

inspectors/poll clerks as needed:

Goldstein, Patricia	D \$400 chair
Benson, Rodney	D \$350
Glasco, Dianne	D \$350
Branciaforte, Sandy	D \$350
Karazia, Margaret	R \$350
Diane Mach	R \$350
Ellie Lui	R \$350

Motion passed. The vote was as follows:

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

**ROAD OPENING AND NEW HOUSE CONSTRUCTION DEPOSIT REFUNDS  
RES. #-24**

Upon motion of Deputy Mayor Zuckerman, seconded by Trustee Siegel, it was

RESOLVED to authorize road opening deposits be refunded as per the below list, in the total amount of \$ 2,000.00. The house has received its certificate of occupancy.

Permit #	Permit Date	Receipt #	Payee	Property Address	Amount
21224	7/15/2021	T69507	Woodland Developers Corp.	205 Revere Road	\$1000.00
21737	6/1/2022	T71841	Dr. Payam Cohen	205 Revere Road	\$1000.00

and it was further

RESOLVED, to authorize the return of the cash deposit for new house construction at 28 Beechwood Road in the amount of \$15,000.00 payable to Rank Development LLC (471 North Broadway, Suite 126, Jericho, NY 11753, T&A receipt #71833). The new house permit is closed and a Certificate of Occupancy has been issued.

Motion passed. The vote was as follows:

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

**NEW STREET ADDRESSES – 101 RED GROUND ROAD AND 76 SOUTH STREET  
RES. #-24**

Upon motion of Deputy Mayor Zuckerman, seconded by Trustee Siegel, it was

RESOLVED, to authorize the retention of street address 101 Red Ground Road for the new tax lots numbered Section 19 Block 9 Lots 235 A&B, formerly known as 101 Red Ground Road Section 19 Block 9 Lots 233D and part of Lot 233E and to further authorize the new street address of 76 South Street for the new tax lot Section 19 Block 9 Lot 234, formerly part of 101 Red Ground Road, Section 19 Block 9 Lots 233 and part of Lot 29E.

Motion passed. The vote was as follows:

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

**RENEWAL OF GEN SERVE MAINTENANCE AGREEMENT  
RES. #-24**

Upon motion of Trustee Siegel, seconded by Deputy Mayor Zuckerman, it was

RESOLVED, to authorize renewal of maintenance agreement with Gen Serve for one year at a cost of \$2,055.00.

Motion passed. The vote was as follows:

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

**AMENDMENT TO ADDENDUM TO AGREEMENT WITH NATHAN BLAKE OF BLAKE  
ENTERTAINMENT  
RES. #-24**

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

RESOLVED, to authorize addendum to agreement with Nathan Blake of Blake Entertainment to extend classes until March 1, 2024 and to move scheduled Wednesday Zumba classes on January 10, 2024 and January 17, 2024 to be held January 9, 2024 and January 16, 2024 at 10 am. Village to pay Zumba instructor \$150 per class with 8 or more participants and \$100 per class with less than 8 participants.

Motion passed. The vote was as follows:

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

Trustee Siegel

aye

**AMENDMENT TO ADDENDUM TO AGREEMENT WITH AMMON ARTS  
RES. #-24**

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

RESOLVED, to authorize amendment to addendum to agreement with Ammon Arts previously approved on December 13, 2023. Ammon Arts would like to cancel their Friday class scheduled for 11:30-12:15; Ammon Arts to pay the village a new total of \$500.00

Motion passed. The vote was as follows:

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

**DISPOSITION OF BRUSH MOWER AND ACRYLIC TABLES  
RES. #-24**

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

RESOLVED, to declare as excess the following:

1 Brush mower purchased in November 2016 at a cost of \$3,595 and authorize that it be sold on Municibid at a reserve price of \$500.00; and

15 Winston 48" acrylic tables

Motion passed. The vote was as follows:

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

**REIMBURSEMENT OF SECURITY DEPOSITS  
RES. #-24**

Upon motion of Deputy Mayor Zuckerman, seconded by Trustee Siegel, it was

RESOLVED, to authorize the return of the following \$250 security deposits:

Lindsay Haskel theater rental on 12/16/2023  
Jamie and Brian Nalitt for theater rental on January 7, 2024  
Tiffany Handsman for theater rental on January 6, 2024

Motion passed. The vote was as follows:



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

**REIMBURSEMENT SECURITY DEPOSIT FOR SUBSTANTIALLY IMPROVED HOME RENOVATION  
RES. #-24**

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

RESOLVED, to authorize return of cash deposit for substantially improved home renovation in the amount of \$15,000 payable to David Zabell, 65 Oakdale Lane.

Motion passed. The vote was as follows:

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

**TRANSFERS  
RES. #-24**

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

RESOLVED, to authorize following transfers for fye 5/31/24:

\$10,000.00 from 1930.400 (Judgments & Claims) to 1901.400 (Unallocated Ins.)

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. #12-23**

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

RESOLVED, to approve the General Fund Abstract dated January 17, 2024 in the amount of \$371,269.08 and General Fund Supplemental Abstract in the amount of \$24,027.55, January 17, 2024 Trust and Agency Abstract in the amount of \$17,250.00 and Trust and Agency Supplemental Abstract in the amount of \$15,000.00.

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 fines collected for December 2023 was \$17,410.00.

## **MAYOR'S REPORT**

Mayor Koblenz spoke about the first snow storm of the season. The DPW were working 24/7 salting the roads. The crew did a great job and are to be commended. Mayor Koblenz also gave an update on the MacKay Estate Gate Lodge improvement project.

## **GOOD AND WELFARE**

Trustee Pomerantz spoke about the Neighbors for Neighbors program. Mayor Koblenz reminded residents to curb their dogs. Deputy Mayor Zuckerman reported that he is meeting with a security provider regarding upgrades to the Village's camera system. Richard Brummel sent an email to the Board of Trustee dated January 17, 2024 which will be passed on to the Chair of the ARB. Trustee Siegel said she recently met with an architect and contractor regarding exploring renovation ideas for the theater building.

Upon motion by Trustee Zuckerman, seconded by Trustee Meyerson, and unanimously approved, the Board meeting was adjourned.

Respectfully submitted,

Donna Gooch  
Village Clerk Treasurer