

Minutes of Regular Meeting of the Board of Trustees of the Village of Glen Park held on May 4, 2020. The meeting was held at the Municipal Complex, 642 Main Street, Glen Park. Mayor Stephen Macaulay called the meeting to order at 6 pm. All present had masks on for this meeting.

ROLL CALL: MAYOR STEPHEN MACAULAY, TRUSTEES DANIEL MUNSON, JOAN POSTORINO, SHANE WISNER, AND ROBERT WASHER, DPW SUPERVISOR RALPH SKINNER, TREASURER RENE'E KOLB and VILLAGE CLERK CONSTANCE G. HOARD

Village Clerk Constance G. Hoard requested a change in the minutes to be presented at regular meeting, which had been sent by e-mail for preview by the Board of Trustees shown as "Due to the Corona Virus, upon motion made by Shane Wisner, seconded by Joan Postorino, Treasurer Rene'e Kolb is authorized to not issue any penalties for quarterly water/sewer payments due by March 31, 2020 to: **Following a Local State of Emergency being declared by Village of Glen Park, as recommended by NYCOM on April 6, 2020** due to the Corona Virus, upon motion made by Shane Wisner, seconded by Joan Postorino, Treasurer Rene'e Kolb is authorized to not issue any penalties for quarterly water/sewer payments due by March 31, 2020. **CARRIED**

Mayor Stephen Macaulay presented Proposal for discussion for the creation of a Village of Glen Park website from North Shore Solutions (Matthew Turcott) to include:

Logo Digitalization (Optional) redraw logo to high resolution and provide various formats \$100.00.

Website Creation at a one time set up fee and consultation cost of \$1.400.00.

Proposal includes:

Creation of a design and building a website. Up to 5 hours of design revisions.

Mobile friendly/responsive layout.

North Shore content management software.

Laying out and creating pages. Content to be provided by client. Estimated number of pages to be 30.

Launch and submission to search engines.

Assistance in creating Google/Bing/Yahoo business listings.

Annual Expenses

1 year premium hosting. North Shore Municipal content management system, SSL security certificate, training as needed, domain name year \$550/year.

Updates to be done as needed/requested and on an hourly basis. Email addresses can be set up for \$45/email addresses.

Upon motion made by Shane Wisner, seconded by Joan Postorino, the Board of Trustees authorizes Mayor Stephen Macaulay to enter into an agreement for the creation of a Village of Glen Park website as outlined in the proposal submitted by North Shore Solutions (Matthew Turcotte) A copy of the proposal is attached as e-mailed by Matthew S. Turcotte (mst@northshoresolutions.com) to Mayor Stephen Macaulay on May 1, 2020 and is made a part of these minutes. CARRIED.

Police Officer Larry Jobson left his monthly report for April 2020 for review by the Board of Trustees and filing with Village Clerk Constance G. Hoard.

Following a discussion concerning sheds being placed on property at 304 Main Street (Lake/Davis) without submission of an application for zoning permits for placement of sheds, Village Clerk Constance G. Hoard was instructed by certified letter, return receipt requested, to Stephanie Davis, 304 Main Street, Glen Park and Robert Lake, BL Real Property, LLC, 21428 US Rt 11 #42-C14, Calcium, NY to state the Village of Glen Park Board of Trustees would like the placement of the sheds ceased and the sheds removed within thirty days after receipt of the letter or the Village of Glen Park will have to pursue legal action to have the sheds removed. A copy of the letter is attached and made a part of these minutes.

Treasurer Rene'e Kolb presented Financial Report for period ending April 30, 2020. Upon motion made by Joan Postorino, seconded by Robert Washer, the Treasurer's Report is accepted as presented. CARRIED.

Treasurer Rene'e Kolb presented Tax Warrant for the fiscal year 2020-2021 for discussion. Upon motion made by Joan Postorino, seconded by Robert Washer, 2018-2019 Tax Warrant is hereby authorized to be executed by Mayor Stephen Macaulay and Village Clerk Constance G. Hoard in the amount of \$322,922.67 taxes for the general fund and \$479.79 water and sewer relevies for a total amount of \$323,402.46. A copy of the Tax Warrant is attached and made a part of these minutes. CARRIED.

Treasurer Rene'e Kolb presented Application for Zoning Permit Only dated 4/7/2020 from Lisa Marshall and Eric Marshall, 303 Park Street, Glen Park for "patio install using pavers, existing sidewalk being replaced with pavers, stairs being replaced with slight alteration by adding stairs to another side (stairs are rotting and not stable) patio will be all one level at ground level" Upon motion made by Joan Postorino, seconded by Shane Wisner, the zoning permit is hereby granted. A copy of the application for zoning permit is attached and made a part of these minutes.CARRIED.

Following a discussion, upon motion made by Robert Washer, seconded by Joan Postorino, Following a Local State of Emergency being declared by Village of Glen Park, as recommended by NYCOM on April 6, 2020, due to the Corona Virus, Board of Trustees authorizes Treasurer Rene'e Kolb to not have any shut offs for non-payment of water/sewer bills for the bills invoiced March 1, 2020. CARRIED

Upon motion made by Shane Wisner, seconded by Robert Washer. Treasurer Rene'e Kolb is authorized to pay all verified bills prior to May 29, 2020. CARRIED

Treasurer Rene'e Kolb presented to Village Clerk Constance G. Hoard Budget Transfers as of 05/4/2020 for the following General Fund accounts for Fiscal Year 2019-2020 . Upon motion made by Joan Postorino, seconded by Robert Washer, Treasurer Rene'e Kolb is authorized to make the following Budget Transfers as of 5/4/2020 for the following General Fund accounts for Fiscal Year 2019-2020:

Transfer to:

| | | |
|--------------------------------|---------|----------|
| Budget, contractual expense | A1340.4 | 100.00 |
| Fire Dept. contractual expense | A1410.4 | 7,500.00 |
| Snow, contractual expense | A5142.4 | 1,300.00 |

Transfer from:

| | | |
|-------------------------------------|---------|-----------------|
| Street Maintenance, contractual exp | A5110.4 | <u>8,900.00</u> |
|-------------------------------------|---------|-----------------|

A copy of the Budget Transfers prepared by Treasurer is attached and made a part of these minutes. CARRIED

Upon motion made by Daniel Munson, seconded by Robert Washer, authorization is given for the Village of Glen Park to purchase the flowers for the Village of Glen Park's displays in the village. CARRIED

Trustee Joan Postorino agreed to obtain flowers for all of the flower displays in the village sign areas. Trustee Daniel Munson will plant the flowers at the sign at the the eastern entrance to the Village of Glen Park near the intersection of Main Street and White Road, Glen Park and Trustee Joan Postorino agreed to plant in the remaining areas.

Upon motion made by Daniel Munson, seconded by Joan Postorino, Treasurer Rene'e Kolb is authorized to pay all verified bills as authorized, evidenced by the following abstracts, along with check detail, for each abstract approved by auditors (Trustee Daniel Munson and Mayor Stephen Macaulay) at the meeting, and which will be then reviewed by Glen Park Board Board of Trustees when presented by Treasurer Rene'e Kolb and signed and dated the date of their

individual signatures on the abstracts and presented then to Village Clerk
Constance G. Hoard and Treasurer Rene'e Kolb for their files:

| | | |
|----------------------|----------|---------|
| Abstract General 11B | 61772.13 | |
| Abstract Sewer 11B | 828.18 | |
| Abstract Water 11B | 66.46 | |
| Abstract General 12A | 15409.84 | |
| Abstract Sewer 12A | 1131.79 | |
| Abstract Water 12A | 169.71 | CARRIED |

There being no further business before the meeting, the reading of the minutes for information was dispensed with and the meeting was adjourned at 6:35 p.m. upon motion made by Shane Wisner, seconded by Joan Postorino. CARRIED

Respectfully submitted,

CONSTANCE G. HOARD
Village Clerk