

**Incorporated Village of Muttontown
Board of Trustees Meeting
Monthly Meeting Minutes
September 12, 2018**

Call to Order

The meeting of the Incorporated Village of Muttontown was called to order by Mayor Dr. James Liguori, at Village Hall, located at One Raz Tafuro Way, Muttontown, New York, at 7:00 p.m.

Present

Mayor Dr. James M. Liguori
Deputy Mayor Sudha Prasad
Trustee Chris Economou
Trustee Brian Fagen
Trustee Jeanine Todaro

Not Present

Trustee Susan Dasilva
Trustee Mohinder Singh

Pledge of Allegiance

The Pledge to the Flag of the United States of America was recited by the Board, Village personnel, residents and the general public.

Department Reports

Trustee Economou gave a report on the Muttontown Police Department. Sergeant Ernst of the Muttontown Police Department gave a report on Police activity for the month of August 2018.

Trustee Fagen gave a report on the Building Department

Deputy Mayor Prasad gave an update on technology improvements the Board has been looking into, including computer hardware for Village Hall, proposals for the Village website, and software for Village departments. Resident Chuck Peck of 10 Serenite Lane commented on the report.

Mayor Liguori asked Acting Clerk Joe Russo to give a treasurer's report for the month ending August 2018. Acting Clerk Russo discussed the bank

reconciliation data from village statements ending May 31, 2018 through statement end date August 31, 2018.

Mayoral Appointments Requiring Board Approval

(One year terms unless otherwise specified)

Mayor Dr. James Liguori offered the following appointments (One (1) year term unless otherwise specified) for Board approval.

Reappointment of Tony Toscano, Superintendent of Highway Department.

Motion by Trustee Economou, seconded by Deputy Mayor Prasad and carried.

Appointment of Dr. Lorenzo and Dr. Lehnert as Police Surgeon.

Motion by Deputy Mayor Prasad, seconded by Trustee Economou and carried.

Public Input

Julie Albernass of 21 Geraldine Drive, and Chuck Peck of 10 Serentine Lane addressed the Board during public input.

Motion to Adjourn

At 7:15 p.m. Deputy Mayor Prasad made a motion, Seconded by Trustee Todaro and carried to adjourn to go into work session to discuss matters listed on the agenda and transact such other business as may properly come before the Board, followed by an executive session to discuss a particular person or persons.

Submitted By: ___ Joe Russo _____

Minutes Approved on: ___ October 10, 2018 _____

Resolution No: ___ 18-29 _____

**Incorporated Village of Muttontown
Board of Trustees Meeting
Work Session Minutes
September 12, 2018**

At 7:15 p.m. a motion as made by Trustee, seconded by Trustee and carried to open the work session.

Resolution 18-16 – A motion was made by Deputy Mayor Prasad, seconded by Trustee Fagen and carried to waive the reading of the prior meetings minutes.

Resolution 18-17 – A motion was made by Trustee Economou, seconded by Deputy Mayor Prasad and carried to approve the prior meeting minutes.

Resolution 18-18 – A motion was made by Trustee Todaro, seconded by Deputy Mayor Prasad and carried to approve the prior work session minutes.

Resolution 18-19 – A motion was made by Trustee Todaro, seconded by Trustee Economou and carried to approve the prior executive session minutes.

Resolution 18-20 – A motion was made by Deputy Mayor Prasad, seconded by Trustee Economou and carried to approve the warrants as presented.

Trustee Todaro discussed a proposal to have ID cards created for members of the Planning Board, Zoning Board, and SARB as members will be going to resident's properties and should be able to identify themselves as there on Village business.

Resolution 18-21 – Trustee Todaro made a motion, seconded by Trustee Fagen and carried to approve the issuance of ID cards for SARB, Planning and Zoning members

Deputy Mayor Prasad discussed Village software suites that have been reviewed for the clerk's office and building department. After reviewing the options and receiving proposals Deputy Mayor Prasad recommends the purchase of Edmunds Software.

Resolution 18-22 – A motion was made by Deputy Mayor Prasad, seconded by Trustee Todaro and carried to approve the purchase of Edmunds S/W listed in the proposal dated August 31 2018 with the purchase not to exceed \$53,900 split over 2 years and yearly maintenance fees of \$12,156

Trustee Todaro discussed the current permit fee for a permit to film in the Village of Muttontown. After reviewing surrounding village's fee schedule and permit process, Trustee Todaro is proposing to raise the filming permit fee to \$1500 per day per location.

Resolution 18-23 – A motion was made by Trustee Todaro, seconded by Trustee Economou and carried to approve raising the filming permit fee to \$1500.00 in accordance with the Village code.

Deputy Mayor Prasad discussed declaring a village owned vehicle, a 2007 Mercury Mariner, as surplus property.

Resolution 18-24 – A motion was made by Deputy Mayor Prasad, seconded by Trustee Todaro to declare the 2007 Mercury Mariner as surplus property in accordance to New York State law.

At 7:30 p.m. Deputy Mayor Prasad made a motion, seconded by Trustee Economou and carried to reopen the public meeting.

At 7:31 p.m. Trustee Todaro made a motion, seconded by Trustee Economou and carried to enter executive session to discuss a particular person or persons.

Submitted By: _____ Joe Russo _____

Minutes Approved on: _____ October 10, 2018 _____

Resolution No: ____18-30_____

**Incorporated Village of Muttontown
Board of Trustees Meeting
Executive Session Minutes
September 12, 2018**

Present

Mayor Dr. James M. Liguori
Deputy Mayor Sudha Prasad
Trustee Chris Economou
Trustee Brian Fagen
Trustee Jeanine Todaro

Not Present

Trustee Susan Dasilva
Trustee Mohinder Singh

At 7:31 p.m. a motion as made by Trustee Todaro, Seconded by Trustee Economou and carried to open executive session.

A discussion with counsel was had concerning a particular person or persons comprising the Village personnel.

At 8:28 p.m. a motion as made by Trustee Todaro, seconded by Trustee Fagen and carried to close executive session.

At 8:29 p.m. a motion as made by Trustee Economou, Seconded by Deputy Mayor Prasad and carried to reopen work session.

Resolution 18-25 Trustee Economou made a motion to grant the Muttontown PBA's request to install WiFi in the Police Officer Break room, at no cost to the Village, seconded by Trustee Fagen and carried.

Resolution 18-26 A motion was made by Trustee Economou, Seconded by Trustee Fagen and carried to approve the Muttontown Police Department to purchase twenty-eight (28) mock neck shirts at a cost not to exceed \$840.00.

Resolution 18-27 A motion was made by Trustee Economou, Seconded by Deputy Mayor Prasad and carried to approve the Muttontown Police Department to purchase fifteen (15) caps at a cost of \$32 per cap with a cost not to exceed \$640.00.

At 8:45 p.m. a motion as made by Deputy Mayor Prasad, Seconded by Trustee Fagen and carried to close work session and adjourn.

Submitted By: _____ Joe Russo _____

Minutes Approved on: _____ October 10, 2018 _____

Resolution No: __18-31 _____