Village of Muttontown
Warrants November 2026

Resolution 26-	Amount	PO #	# of Lines
ACCUDATA PAYROLL#, 306	$136,342.48	GL	
Aresco	$92.50	27-00252	1
Cheyanne Rosenzweig	$150.00	27-00223	1
Chris Gomoka	$450.00	27-00225	1
Daniel Finley Allen	$60.00	27-00218	1
Dejana	$16,825.00	27-00019	1
Edmunds Annual Service	$14,571.88	27-00227	1
Elan Financial Services (Flushing CC)	$1,206.83	27-00238	15
Eric Irizarry	$1,032.28	27-00229	1
Flexible Systems	$2,162.54	27-00253	1
Goodyear	$390.00	27-00248	1
Harris Beach, PLLC (Litigation)	$49,337.90	27-00257	5
Harris Beach, PLLC (Retainer)	$7,500.00	27-00247	2
Home Depot	$176.85	27-00240	2
LDI Connect	$55.47	27-00257	1
LIRO	$6,335.61	27-00235	1
Minuteman Press	$81.48	27-00234	1
NYS DEFERRED COMPENSATION PLAN #306	$5,612.69	27-00230	2
NYS EMPLOYEE'S HEALTH INS. PENDING ACCT.	$52,022.78	27-00233	4
NYS Local Retirement System	$6,944.96	27-00231	2
NYS Local Retirement System	$1,230,061.00	27-00237	2
Office of State Comptroller	$1,795.00	27-00254	1
Optimum 2019	$124.43	27-00245	1
Optimum 4016	$15.00	27-00244	1
PSEG 59-9	$4,355.01	27-00221	1
PSEGLI 01-2	$192.37	27-00256	1
PSEGLI 02-0	$17.67	27-00255	1
Quench	$79.20	27-00246	1
Ronald Koenig	$200.00	27-00224	3
Supervisor Town of Oyster Bay	$4,588.63	27-00220	3
TGI	$82.00	27-00259	1
The Little Reporting Company	$659.75	27-00243	1
Travel Expenses	$1,803.01	27-00251	1
Ultimate Pest Control	$610.00	27-00219	2
UNUM	$1,957.93	27-00232	4
Verizon Wireless- Village TT & LT6351 Modems	$526.29	27-00249	4
VERIZON-VH 0149	$289.00	27-00241	1
Verizon-Voice 0199	$45.00	27-00242	1
Walden	$1,462.00	27-00228	2
WB Mason	$134.05	27-00250	2
Wex	$262.33	27-00239	1
William Chimeri	$450.00	27-00222	1
William Penn	$1,177.99	27-00226	4
TOTAL	**$1,549,198.93**		**84**

Subject to Approval

2027 Meeting Schedule

	Board of Trustees 2nd Wednesday	Planning Board 2nd Tuesday	Zoning Board 3rd Thursday	SARB 4th Wednesday
January	1/13/2027	1/12/2027	1/21/2027	1/27/2027
February	2/10/2027	2/9/2027	2/18/2027	2/24/2027
March	3/10/2027	3/9/2027	3/18/2027	3/24/2027
April	4/14/2027	4/13/2027	4/15/2027	4/28/2027
May	5/12/2027	5/11/2027	5/20/2027	5/26/2027
June	6/9/2027	6/8/2027	6/17/2027	6/23/2027
July	7/14/2027	7/13/2027	7/15/2027	7/28/2027
August	8/11/2027	8/10/2027	8/19/2027	8/25/2027
September	9/8/2027	9/14/2027	9/16/2027	9/29/2027
October	10/13/2027	10/12/2027	10/21/2027	10/27/2027
November	11/10/2027	11/9/2027	11/17/2027	11/23/2027 (Tuesday)
December	12/8/2027	12/14/2027	12/16/2027	12/22/2027

Subject to Approval

MUTTONTOWN COURT CALENDAR
2027
COURT CONVENES 2ND and 4TH THURSDAY OF EACH MONTH BARRING ANY HOLIDAYS

JANUARY 14- 2027	ARR./ CONFERENCES/TRIALS	7:00PM
JANUARY 28 - 2027	ARR./ CONFERENCES/TRIALS	7:00PM
FEBRUARY 11 - 2027	ARR./ CONFERENCES/TRIALS	7:00PM
FEBRUARY 25 - 2027	ARR./ CONFERENCES/TRIALS	7:00PM
MARCH 11 - 2027	ARR./ CONFERENCES/TRIALS	7:00PM
MARCH 25 - 2027	ARR./ CONFERENCES/TRIALS	7:00PM
APRIL 8 - 2027	ARR./ CONFERENCES/TRIALS	7:00PM
APRIL 29 - 2027	ARR./ CONFERENCES/TRIALS	7:00PM
MAY 13 - 2027	ARR./ CONFERENCES/TRIALS	7:00PM
MAY 27 - 2027	ARR./ CONFERENCES/TRIALS	7:00PM
JUNE 10- 2027	ARR./ CONFERENCES/TRIALS	7:00PM
JUNE 24 - 2027	ARR./ CONFERENCES/TRIALS	7:00PM
JULY 8 - 2027	ARR./ CONFERENCES/TRIALS	7:00PM
JULY 22 - 2027	ARR./ CONFERENCES/TRIALS	7:00PM
AUGUST 12 - 2027	ARR./ CONFERENCES/TRIALS	7:00PM
AUGUST 26 - 2027	ARR./ CONFERENCES/TRIALS	7:00PM
SEPTEMBER 9- 2027	ARR./ CONFERENCES/TRIALS	7:00PM
SEPTEMBER 23 - 2027	ARR./ CONFERENCES/TRIALS	7:00PM
OCTOBER 14 - 2027	ARR./ CONFERENCES/TRIALS	7:00PM
OCTOBER 28 - 2027	ARR./ CONFERENCES/TRIALS	7:00PM
NOVEMBER 18 - 2027	ARR./ CONFERENCES/TRIALS	7:00PM
NOVEMBER 25 - 2027	CANCELLED	7:00PM
DECEMBER 9- 2027	ARR./ CONFERENCES/TRIALS	7:00PM
DECEMBER 24- 2027	CANCELLED	7:00PM

Subject to Approval

1 Raz Tafuro Way
Muttontown, NY 11791

2027 Holidays	
Martin Luther King Jr. Day	Mon, Jan 18
President's Day/Washington's Birthday	Mon, Feb 15
Memorial Day	Mon, May 31
Juneteenth	Sat, June 19 Floating Holiday
Independence Day	Mon, Jul 5th observed
Labor Day	Mon, Sep 6
Columbus Day	Mon, Oct 11
Election Day	Tuesday, Nov 2nd
Veterans Day	Thursday Nov 11th
Thanksgiving	Thu, Nov 25
Friday after Thanksgivng (In Lieu of Lincoln's Birthday)	Fri, Nov 26
Christmas Day	Fri, Dec 24th observed
New Year's Day 2027	Fri, Dec 31, 2027 observed

Subject to Approval

NYSID
Purchasing That Powers Employment

CORPORATE OFFICE
11 Columbia Circle Drive West • Albany, NY 12203

www.nysid.org | (518) 463-9706 | 800-221-5994

October 22, 2026

Mr. Joe Russo
Village Clerk
Village of Muttontown
One 'Raz' Tafuro Way
Muttontown NY 11791

Re: Scanning and Indexing of your Village Minute Books

Subject to Approval

Dear Mr. Russo,

Thank you for allowing NYSID via Seery Systems Group, Inc. (Seery Systems) / Abilities, Partnership the opportunity to provide the **Village of Muttontown** with the following proposal.

We appreciate the time that you and Katie Dugan spent with Rich Seery reviewing your Village Minute Books which you are looking to have digitized.

If you are ready to move forward with this project, you simply need to issue a Purchase Order to NYSID. Please sign and return the enclosed Price Concurrence.

If you have any questions or concerns, please feel free to contact Seery Systems Group, Inc. or myself.

Thank You,

Katie Cox
Account Representative – Metro – NY and Long Island

NYSID / New York State Industries for the Disabled, Inc
11 Columbia Circle Drive
Albany NY 12203
Mobile: (631) 739-7000
E-mail: KCox@nysid.org
Internet: www.nysid.org

Our Mission is to provide employment for New Yorkers with Disabilities

Section I – Document Conversion Services

Project Overview and Scope

During our conversation you said you are interested in having your Village Minute Books scanned and indexed. We surveyed these records and at this time you have the following records:

A. (14) Minute Books (1931-1993) include Building Zone Ordinance, Local Laws, etc.

- 3,800 images to be scanned (10" x 16")
- Index by: Date of each Book (if Local Laws have various files in a book, we will also index each Local Law file)
- These books are old and need to be prepared and scanned carefully. Many of the documents are tissue and onion skin quality documents. They also have old newspaper clippings taped to the minute pages and many of them are oversized
- These pages will need to be done on our large flatbed scanner due to the condition and the newspaper attachments.
- These books also have inserted between the pages folded Large Format Plans which are old and some of the Newspaper Clipping can be in size of up 11" x 34". Estimated 300 Plans and large Newspaper Clippings in these books.
- These pages can be removed from the books. As discussed, the pages will be boxed up with the Barcode Cover Sheet in front describing the contents of the book and the book cover will be discarded. This will allow us to store the actual documents from each book in a standard box. If we gave the books back to you, you would need larger boxes to store them in.

You would like a Full Text OCR done on these images to make each document "Key Word" searchable.

Seery Systems will provide Quality Control on the scanned images. We do this during the scanning process where we view each image being scanned and then after scanning, we again review the images in our Digitech Capture Software QC Module.

Subject to Approval

Conversion Procedures for Scanning Minute Books

- Seery Systems will provide boxes and labor to pack the boxes of books from the shelves into boxes.
- Seery Systems will transport the boxes to our facility in Garden City Park.
- Seery Systems will create an inventory list of all books in each box & provide a list to the Village.
- Seery Systems will index each book as described above.
- Seery Systems will create a Barcode Separator Cover Sheet for file indexed.
- Seery Systems will prepare the documents for scanning which includes removing pages from each book, pulling all staples, paperclips, taping torn documents and unfolding documents so they are flat and ready to be scanned. These files will require quite a bit of preparation. Many of these documents are old and torn due to being handled so often and for having the three ring holes punched.
- Seery Systems will scan all documents at 300 DPI and provide the best possible image for each page.
- Upon completion of the scanning process, a final quality control check will be performed. All images will be reviewed for image quality. Any problems discovered with image quality will be corrected *other than those affected by the quality of the original document.*
- Seery Systems will create PDF files.
- Seery Systems will do a Full Text OCR of all pages so you will be able to do a "Key Word" search within a book.
- Seery Systems will output and deliver the images back on a USB hard drive.
- Seery Systems will then deliver all books, images, indexes, and USB hard drive back to the Village of Muttontown for uploading onto their server.

Section II - Document Conversion Costs

Village of Muttontown Minute Books to be scanned and indexed

Minute Books (1931-1993)	Scan & Index	3,800 images x $1.75 per image	$6,650.00
Large Plans & Newspaper Clippings in Books		300 images x $4.50 each	$1,350.00
Full Text OCR		4,100 images x $.02 per image	$ 82.00
(1) Pickup and (1) Delivery at $225.00 each way			$ 450.00
(5) Boxes and Labels (12"x 15"x10") at $4.00 each			$ 20.00
(1) Hour of Labor to Pack the boxes at $46.50 per Man Hour			$ 46.50
(1) USB Hard Drive to deliver all images			$ 259.00
		Estimated Total	**$ 8,857.50**

The above volumes of work to be scanned are only an ESTIMATE. The actual number of images scanned will be billed.

Subject to Approval