

MINUTES OF THE 1164th MEETING OF THE
BOARD OF TRUSTEES OF THE VILLAGE OF KINGS POINT
November 17, 2022
Adopted on December 21, 2022

The 1164th meeting of the Board of Trustees of the Village of Kings Point was called to order by Mayor Kouros Torkan at 6:15 p.m. on November 17, 2022.

PRESENT: Kouros Torkan, Mayor
Hooshang Nematzadeh, Deputy Mayor
Ebi Victory, Trustee
Tedi Kashinejad, Trustee
Ira S. Nesenoff, Trustee

ALSO PRESENT: Gomie Persaud, Village Clerk-Treasurer
Stephen G. Limmer, Esq., McLaughlin & Stern, LLP,
General Counsel
Ralph Byers, Public Works Highway Supervisor

Upon motion by Trustee Hooshang Nematzadeh, seconded by Trustee Ebi Victory, by resolution # **2022-170**, the Board unanimously approved the minutes as presented of the **Board of Trustees meeting** of October 13, 2022.

Upon motion by Trustee Tedi Kashinejad, seconded by Trustee Ebi Victory, by resolution # **2022-171** the Board unanimously accepted the **Building Department report** for the period of October 2022, showing the total fees deposited of **\$39,260.00** into the General Fund and **\$71,000.00** into the Trust Fund. A copy of the report is on file with the Village Clerk.

Upon motion by Trustee Ira S. Nesenoff, seconded by Trustee Hooshang Nematzadeh, by resolution # **2022-172**, the Board unanimously accepted the **Village Justice Court report** for the period of October 2022, showing the total fines and surcharges collected of **\$24,108.00**. A copy of the report is on file with the Village Clerk.

Upon motion by Trustee Hooshang Nematzadeh, seconded by Trustee Tedi Kashinejad, by resolution # **2022-173**, the Board unanimously approved the payment of **audited claims** as follows:

A.	General Fund:	\$ 2,369,210.49
B.	Trust Fund:	\$ 82,454.77
C.	Capital Fund:	\$ 28,228.75

Copies of the abstracts of claims are on file with the Village Clerk.

MINUTES OF THE 1164th MEETING OF THE
BOARD OF TRUSTEES OF THE VILLAGE OF KINGS POINT
November 17, 2022
Adopted on December 21, 2022

As General Counsel Stephen G. Limmer previously apprised the Board, based upon the recommendation of NYCOM, that the Village should adopt a credit card policy before authorizing the bank to issue credit cards in the name of the Village. Upon motion by Trustee Hooshang Nematzadeh, seconded by Trustee Ira S. Nesenoff, by resolution # **2022-174**, the Board unanimously adopted the following credit card policy:

VILLAGE OF KINGS POINT
VILLAGE CREDIT CARD POLICY

1. Credit cards are for use only when purchase orders are not accepted by the vendor or to facilitate out of town travel on Village business by employees or officials.
2. The Village Clerk is hereby designated as responsible for all credit card issues, including issuing to employees, collecting receipts, monitoring statements to compare to receipts, and reporting lost or stolen cards.
3. The Village Clerk and the Mayor shall monitor the use of Village credit cards.
4. The Board of Trustees shall review all credit card activity.
5. Only cards with no annual fees will be acquired, and all accounts shall be paid within the grace period, so no interest is paid.
6. All credit cards shall be issued in the name of the Village.
7. Credit cards may only be used for Village purchases.
8. Personal use or other non-Village use, even if reimbursed, is never permitted.
9. Cash advances are never permitted.
10. Lost or stolen credit cards must be reported immediately by the employee to the Village Clerk, who shall report to the issuer as soon as possible.
11. Any cash back, discounts, coupons, bonuses, or other benefits derived based upon use of the credit card belongs to the Village, not to the Village Clerk or any officer or employee.
12. Any violation of this policy is a basis for discipline up to and including termination, restitution, and criminal prosecution.
13. No charge may be made for more than \$5,000.00 for any one item.

As General Counsel Stephen G. Limmer previously apprised the Board, based upon the recommendation of NYCOM, the Village should adopt a policy before installing dash cameras on Village vehicles. Upon motion of Trustee Ebi Victory, seconded by Trustee Tedi Kashinejad, by resolution # **2022-175**, the Board unanimously adopted the following as the dashboard camera policy of the Village:

VILLAGE OF KINGS POINT
DASHBOARD CAMERA POLICY

MINUTES OF THE 1164th MEETING OF THE
BOARD OF TRUSTEES OF THE VILLAGE OF KINGS POINT
November 17, 2022
Adopted on December 21, 2022

1. It is the policy of the Village that certain Village owned vehicles, as determined by the Board of Trustees from time to time, which will be driven on streets open to the public, shall have dashboard cameras installed.
2. The purposes of this policy are to:
 - a. advance the safe operation of Village vehicles;
 - b. attempt to assure that Village vehicles are used only for Village purposes;
 - c. document the facts as seen from the front of the vehicles in the event of an accidents or any other incident; and
 - d. reduce vehicle insurance premiums.
3. Such installations shall be made in a manner that does not interfere with the driver's view of the road and does not interfere with any safety devices or adversely affect the driver or any passenger's safety.
4. The employees shall be informed if they are driving a vehicle with a dashboard camera.
5. No employee nor any other person may turn off, block, or otherwise interfere with the proper operation of a dashboard camera or the direction to which it was intended to record without the prior authorization of the Village Clerk or the Mayor.
6. The recordings of a camera shall be subject to the New York State Freedom of Information Law.
7. The recordings shall be retained for not less than 30 days unless there is a legitimate request by an employee or third party to retain the recording for a longer period of time.

Based on the recommendations of Public Works Highway Supervisor Ralph Byers and the Village Engineers, Nelson & Pope, and Nelson & Pope's proposal by letter dated October 26, 2022, for additional 2022 Roadway Improvements to resurface Cherry Lane, from Wildwood Road to Split Rock Road, the Mayor, to assure the work could be completed before seasonal weather changes, approved the work prior to the Board meeting, subject to the Board's ratification. Upon motion of Trustee Ira S. Nesenoff, seconded by Trustee Ebi Victory by resolution # **2022-176**, the Board unanimously ratified the Mayor's approval of the change order in the amount of **\$17,673.50** to mill and pave the section of Cherry Lane from Wildwood Road to Split Rock Road. A copy of the letter is on file with the Village Clerk.

The Board reviewed the proposals from Apple Communication in the amount of \$21,400.00 and A+Technology & Security in the amount of \$39,383.07 to install a Camera and recording system with interactive screen in the court room for all meetings.

MINUTES OF THE 1164th MEETING OF THE
BOARD OF TRUSTEES OF THE VILLAGE OF KINGS POINT
November 17, 2022
Adopted on December 21, 2022

Trustee Ebi Victory said that he had negotiated with Apple Communications to reduce its proposal to \$18,300.00 by removing the Lumens Presentation Recording System, quoted at \$3,100.00. Upon motion by Trustee Tedi Kashinejad, seconded by Trustee Hooshang Nematzadeh, by resolution # 2022-177, the Board unanimously approved the proposal from Apple Communication, as revised, in the amount of \$18,300.00 to perform the work specified in its proposal dated November 9, 2022, without the Lumens Presentation Recording System. A copy of the proposal is on file with the Village Clerk

The Board reviewed the proposal from Apple Communication in the amount of \$4,345.00, to replace a Surveillance Camera for security purpose in the Police Department. Trustee Ebi Victory negotiated with Apple Communications to delete from its proposal the DVR camera, which the Village will buy separately, reducing the total price to \$2,745.00. Upon motion by Trustee Ira S. Nesenoff, seconded by Trustee Hooshang Nematzadeh, by resolution # **2022-178**, the Board unanimously approved the proposal from Apple Communication, as negotiated without the CVR camera, for the revised amount of \$2,745.00 to perform the work as specified in their proposal. A copy of the proposal is on file with the Village Clerk.

The Mayor informed the Board that he has been in discussion with the Vigilant Engine & Hook & Ladder Co., Inc. with regard to the ambulance contract. They are close to finalizing the expired contract based on the proposal that was presented. The Board agreed with the proposal, subject to comments from the public at a public hearing, and upon motion by Trustee Tedi Kashinejad, seconded by Trustee Hooshang Nematzadeh, by resolution # **2022-179**, the Board unanimously directed the Village Clerk to publish a legal notice for a public hearing on the proposed contract for the next Board meeting.

The Board discussed the notification it received from PSEG requiring the Village to move some of its License Plate Readers from PSEG poles that are being replaced with new poles to the new poles. Trustee Ebi Victory has been working on finding a vendor to remove and reinstall the fiber and equipment from the old poles to the new poles. The Board reviewed the proposal from Fiberlinks Cabling and Network Solutions, the original vendor that installed the equipment and would best be able to remove and reinstall the equipment with that knowledge of how it was originally installed. Upon motion by Trustee Tedi Kashinejad, seconded by Trustee Ira Nesenoff, by resolution # **2022-180**, the Board unanimously agreed to retain FiberLinks to perform the work based on its proposal dated 10/25/22 in the amount of not to exceed **\$6,900.00**. A copy of the proposal is on file with the Village Clerk.

The Mayor informed the Board that he and Chris Aiossa, the Superintendent of the Building Department, interviewed a candidate, Craig Thomas, to replace Mario Melito as

MINUTES OF THE 1164th MEETING OF THE
BOARD OF TRUSTEES OF THE VILLAGE OF KINGS POINT
November 17, 2022
Adopted on December 21, 2022

Secretary to the Architectural and Preliminary Site Review Board and that he recommends that the Board consider hiring him. Mr. Thomas has extensive knowledge and experience in the requirements of the building department and will be a great addition to the Village. Upon motion by Trustee Hooshang Nematzadeh, seconded by Trustee Ira S. Nesenoff, by resolution # **2022-181**, the Board unanimously agreed to hire Craig Thomas as Secretary of the Architectural and Preliminary Site Review Board at a starting salary at the annual rate of **\$75,000.00**, and all benefits as outlined in the Employee Handbook, with the understanding that, based upon his job performance within the first year, at the discretion of the Board, his salary will increase to the annual rate of **\$80,000.00**. His starting date is scheduled for January 3, 2023.

The Mayor informed the Board that he would like to hire Leslie Carroll, the Part Time Code Enforcement Officer, as Secretary of the Planning Board, at a starting salary at the annual rate of **\$55,000.00**. Upon motion by Trustee Ebi Victory, seconded by Trustee Tedi Kashinejad, by resolution # **2022-182**, the Board unanimously agreed to hire Leslie Carroll as Secretary of the Planning Board at a starting salary at the annual rate of **\$55,000.00**, and all benefits as outlined in the Employee Handbook. Her starting date is scheduled for January 2, 2023.

The Mayor discussed the hiring Tyler A. Plakstis, as recommended by Public Works Highway Supervisor Ralph Byers, as Motor Equipment Operator. Upon motion of Trustee Tedi Kashinejad, seconded by Trustee Ira S. Nesenoff by resolution # **2022-183**, the Board unanimously agreed to hire Tyler A. Plakstis as Motor Equipment Operator at a starting salary at the annual rate of **\$47,500.00** and all benefits as outlined in the Employee Handbook. His starting date will be December 12, 2022.

The Board discussed the Request for Proposal (RFP) for 2022/23 **VILLAGE OF KINGS POINT DPW FACILITIES PROJECT**” as prepared by Ralph Byers, Highway Supervisor and authorized the Village Clerk to publish notice of the RFP in the newspaper and on the Village website. A copy of the RFP is on file with the Village Clerk.

The Mayor discussed with the Board Police Commissioner Dan Flanagan’s §211 Waiver from NYS Civil Service Commission, which expires on December 31, 2022. Upon motion of Trustee Ebi Victory, seconded by Trustee Ira S. Nesenoff, by resolution # **2022-184**, the Board unanimously authorized the Village Clerk to complete and file the required 211 Waiver Request with NYS Civil Service Commission for the appointment of Dan Flanagan as Police Commissioner from January 1, 2023, to December 31, 2024.

MINUTES OF THE 1164th MEETING OF THE
BOARD OF TRUSTEES OF THE VILLAGE OF KINGS POINT
November 17, 2022
Adopted on December 21, 2022

The Mayor discussed retaining Mario Melito as an independent contractor effective December 9th, 2022, on a month by month basis, but not to extend beyond March 31st, 2023. Upon motion of Trustee Tedi Kashinejad, seconded by Trustee Hooshang Nematzadeh, by resolution # **2022-185**, the Board unanimously agreed to retain Mario Melito as an independent contractor to assist in training the new employees in the Building Department on a month-to-month basis, but not beyond March 31st, 2023, at an hourly rate of \$67.04 and health insurance paid for by the village.

Mayor Kouros Torkan stated that the next Board of Trustees meeting will be on December 21st, 2022, at 6:00 p.m.

There being no further business to come before the Board, the Mayor adjourned the meeting at 6:40 p.m.

Gomie Persaud
Village Clerk/Treasurer