

**Minutes of the Annual Organizational Meeting of the Board of Trustees  
Village of West Hampton Dunes, West Hampton Dunes, NY**

July 13, 2012 – 7:30 p.m.

Attendance: Mayor Vegliante, Trustees, Catherine Woolfson, Michael Craig, Renee Brown, Gary Trimarchi Village Clerk, Laura J. Dalessandro, Sgt.'s Brian Hennig & Tim Turner, Joseph Prokop, Village Attorney 12 residents.

- Meeting open by Mayor 7:35 p.m. - Pledge of Allegiance
- Swearing In of Elected Officials – Village Attorney

INCORPORATED VILLAGE OF WEST HAMPTON DUNES  
RESOLUTION OF THE BOARD OF TRUSTEES  
APPROVING APPOINTMENTS OF VILLAGE OFFICIALS

WHEREAS the Honorable Gary Vegliante as the Mayor of the Incorporated Village of WEST HAMPTON DUNES has made certain appointments of Village Officials, Commissioners, Board Members and other appointed officers of the Village, and;

WHEREAS other public officials of the Village of West Hampton Dunes have terms to which they have been elected, and;

WHEREAS at the annual organizational meeting of the Village conducted on July 13, 2012, these appointments duly came before the Board of Trustees for approval, and the Board duly approved those appointments, it is therefore;

RESOLVED that the terms of the elected officials and the appointments of Village Officials, Officers, Commissioners, Board Members and other appointed officers of the Village are hereby approved as follows:

Mayor: Honorable Gary Vegliante (7/12-6/16)  
Trustee: Renee Brown (7/12-6/13)  
Trustee: Gary Trimarchi (7/09-6/13)  
Trustee: Michael Craig (7/12-6/16)  
Trustee: Catherine Woolfson (7/12-6/16)

Village Clerk; Laura Dalessandro  
Village Treasurer: Claire Tevere -Vegliante  
Village Attorneys: Joseph W. Prokop PLLC  
Highway Supervisor: Michael Burner  
Police Commssioner: Gary Vegliante  
Deputy Police Commissioner: Michael Craig  
Records Access Officer: Laura Dalessandro  
Records Appeals Officer: Joseph Prokop  
Village Commissioner of Wildlife Protection: Aram Terchunian

Zoning Board of Appeals

Harvey Gessin, Chairman (7/1/12-6/30/17)  
Doug Hansen (6/1/08-5/31/15)  
Joseph Mizzi (7/1/12-1/31/17)  
Barry Goldfeder (2/15/11-6/30/16)  
Eric Saretsky (6/1/08-5/31/14)

Motion to adopt resolution by: Trustee Trimarchi  
Motion seconded by: Trustee Craig  
In Favor: Unanimous  
Against: None

INCORPORATED VILLAGE OF WEST HAMPTON DUNES  
APPOINTMENT OF GARY TRIMARCHI AS DEPUTY MAYOR

WHEREAS the Honorable Gary Vegliante, Mayor of the Village of WEST HAMPTON DUNES has the responsibility pursuant to Section 4-400(1)(h) to appoint a member of the Board of Trustees as the Deputy Mayor of the Village of West Hampton Dunes, and has appointed GARY TRIMARCHI as Deputy Mayor;

WHEREAS GARY TRIMARCHI is a duly elected Trustee of the Village of WEST HAMPTON DUNES and possesses the knowledge, skills and experience to perform the duties of Mayor in the event of the absence of the Mayor and will distinguish the Village in that capacity, it is therefore;

GARY TRIMARCHI is hereby appointed Deputy Mayor of the Village of WEST HAMPTON DUNES.

INCORPORATED VILLAGE OF WEST HAMPTON DUNES  
RESOLUTION OF THE BOARD OF TRUSTEES  
DETERMINING COST OF BONDING VILLAGE  
OFFICERS TO BE A VILLAGE EXPENSE

WHEREAS certain officers of the Incorporated Village of West Hampton Dunes are required by law to be bonded, and;

WHEREAS such bonding is in conjunction with the discharge of their duties as officers of the Village, and;

WHEREAS the Board of Trustees by law may determine that the cost of such bonding is a Village expense, it is therefore;

RESOLVED by the Board of Trustees of the Village of West Hampton Dunes that the cost of the bonding required of certain Village officers in conjunction with the discharge of their duties as a Village officer is a Village expense, and that such charge shall be charged to and paid by the Incorporated Village of West Hampton Dunes.

Motion to adopt resolution by: Trustee Woolfson  
Motion seconded by: Trustee Brown  
In Favor: Unanimous  
Against: None

INCORPORATED VILLAGE OF WEST HAMPTON DUNES  
RESOLUTION OF THE BOARD OF TRUSTEES  
DESIGNATING OFFICIAL VILLAGE BANKS AND DEPOSITORIES

WHEREAS the Mayor and Board of Trustees of the Incorporated Village of WEST HAMPTON DUNES are required to designate and approve a bank as the official depositories of the Village for the deposit of Village funds, it is therefore;

RESOLVED that the official banks and depositories of the Incorporated Village of WEST HAMPTON DUNES shall be the following:

- TD Bank

Subject to the review of appropriate documentation of each bank by the Village Attorney and Treasurer.

Motion to adopt resolution by: Trustee Woolfson  
Motion seconded by: Trustee Brown  
In Favor: Unanimous  
Against: None

INCORPORATED VILLAGE OF WEST HAMPTON DUNES  
RESOLUTION OF THE BOARD OF TRUSTEES  
DESIGNATING OFFICIAL VILLAGE NEWSPAPER

WHEREAS the Mayor and Board of Trustees of the Incorporated Village of WEST HAMPTON DUNES are required to designate and approve a newspaper as the official newspaper of the Village for the posting of public notices of the Village, and other requirements, it is therefore;

RESOLVED that the official newspaper of the Incorporated Village of WEST HAMPTON DUNES shall be the Southampton Press and in emergency Newsday or e-alert.

Motion to adopt resolution by: Trustee Woolfson  
Motion seconded by: Trustee Brown  
In Favor: Unanimous  
Against: None

INCORPORATED VILLAGE OF WEST HAMPTON DUNES  
RESOLUTION OF THE BOARD OF TRUSTEES  
SETTING DATES OF REGULAR MONTHLY MEETINGS AND  
ADOPTING THE RULES OF THE OPEN MEETINGS LAW

WHEREAS the Mayor and Board of Trustees of the Incorporated Village of WEST HAMPTON DUNES are required to set the date for regular monthly meetings of the Board of Trustees through the year, unless otherwise designated by the Board and proper public notification is given, and;

WHEREAS the Mayor and Board of Trustees are desirous of adopting the requirements of the open meetings law as set forth in the Public Officers Law, and the other laws of the State of New York, it is therefore;

RESOLVED that the regular meeting date of the Board of Trustees of the Incorporated Village of WEST HAMPTON DUNES shall be by printed schedule which shall be announced at a public meeting of the Board of Trustees and that all meetings shall be conducted at 914 Dune Road, West Hampton Dunes, unless proper public notice of an alternate meeting site is provided, and it is further;

RESOLVED that the Board of Trustees hereby adopts the notice requirements of the Public Officers Law as the official procedure of the Board, and directs the Village Clerk, unless otherwise directed or required, to provide at least seventy-two hours notice to and in the media of every meeting of the Board.

Motion to adopt resolution by: Trustee Woolfson  
Motion seconded by: Trustee Brown  
In Favor: Unanimous  
Against: None

INCORPORATED VILLAGE OF WEST HAMPTON DUNES  
RESOLUTION OF THE BOARD OF TRUSTEES  
ESTABLISHING PROCEDURES FOR THE SETTING  
AND NOTIFICATION OF A SPECIAL MEETING

WHEREAS the Mayor and Board of Trustees of the Incorporated Village of West Hampton Dunes desire to establish a procedure for setting special meetings of the Board of Trustees of the Village, it is therefore;

RESOLVED that a special meeting of the Board of Trustees of the Village of WEST HAMPTON DUNES may be called by either the Mayor or by two Trustees of the Village of WEST HAMPTON DUNES acting together, and it is further;

RESOLVED that in the event of a special meeting being called the Mayor and every member of the Board of Trustees shall be informed by telephone by either the Village Clerk or another member of the Board of Trustees of the date, time, location and subject of the special meeting, and unless the meeting is called to respond to an emergency concerning the safety and welfare of the Village, notice of the meeting shall be given to the trustees, newspapers and radio, and posted on the Village notice boards at least 72 hours in advance of the meeting, and otherwise as in conformance with the Public Officers Law, and the other laws of the State of New York.

Motion to adopt resolution by: Trustee Woolfson

Motion seconded by: Trustee Brown

In Favor: Unanimous

Against: None

INCORPORATED VILLAGE OF WEST HAMPTON DUNES  
RESOLUTION OF THE BOARD OF TRUSTEES  
ADOPTING ROBERTS RULES OF ORDER AS THE  
OFFICIAL PROCEDURE OF THE BOARD

WHEREAS the Mayor and Board of Trustees of the Incorporated Village of WEST HAMPTON DUNES are able to develop or designate rules of procedure and meetings to be applied for the meetings of the Board, and;

WHEREAS the Board of Trustees believes it is in the best interests of the Village to adopt the Roberts Rules of Order as the rules of procedure for the Board, it is therefore;

RESOLVED that the Roberts Rules of Order are hereby adopted as the rules of procedure for the Board of Trustees of the Village to the extent that they are not inconsistent with New York State law.

Motion to adopt resolution by: Trustee Woolfson

Motion seconded by: Trustee Brown

In Favor: Unanimous

Against: None

INCORPORATED VILLAGE OF WEST HAMPTON DUNES  
RESOLUTION OF THE BOARD OF TRUSTEES  
ADOPTING THE VILLAGE INVESTMENT POLICY

WHEREAS the Mayor and Board of Trustees of the Incorporated Village of WEST HAMPTON DUNES are required to adopt or formulate certain policy and procedures regarding the investment and deposit of Village funds, and the management of that money, and;

WHEREAS the Village of WEST HAMPTON DUNES has previously adopted the model investment policy of the Office of the State Comptroller as the Investment Policy of the Village, it is therefore;

RESOLVED that the investment policy of the Village of WEST HAMPTON DUNES shall hereby be the model investment policy of the Office of the State Comptroller as currently in effect as the investment policy of the Village,

Motion to adopt resolution by: Trustee Woolfson

Motion seconded by: Trustee Brown

In Favor: Unanimous

Against: None

INCORPORATED VILLAGE OF WEST HAMPTON DUNES  
RESOLUTION OF THE BOARD OF TRUSTEES  
ADOPTING THE VILLAGE PROCUREMENT POLICY

WHEREAS the Mayor and Board of Trustees of the Incorporated Village of WEST HAMPTON DUNES are required to adopt or formulate certain policy and procedures regarding procurements by the Village, and;

WHEREAS the Village of WEST HAMPTON DUNES has previously adopted the model procurement policy of the Office of the State Comptroller as the procurement policy for the Village and the Board desires for that policy to remain, it is therefore;

RESOLVED that the model procurement policy of the Office of the State Comptroller as currently in effect is adopted as the procurement policy of the Village of WEST HAMPTON DUNES.

Motion to adopt resolution by: Trustee Woolfson

Motion seconded by: Trustee Brown

In Favor: Unanimous

Against: None

INCORPORATED VILLAGE OF WEST HAMPTON DUNES  
RESOLUTION OF THE BOARD OF TRUSTEES  
DESIGNATING VILLAGE AUDITORS

WHEREAS the Mayor and Board of Trustees of the Incorporated Village of WEST HAMPTON DUNES are required to retain the services of a public accounting firm to serve in the capacity as the auditors of the Village, and;

WHEREAS the Mayor and Board of Trustees of the Incorporated Village of WEST HAMPTON DUNES are desirous remaining with the services of Coughlin Foundotos Cullen & Danowski, LLP as the auditors of the Village of WEST HAMPTON DUNES, it is therefore;

RESOLVED that Coughlin Foundotos Cullen & Danowski, LLP is hereby appointed as the Village Auditors of the Village of WEST HAMPTON DUNES, pursuant to further agreement of engagement to be submitted by that firm for review.

Motion to adopt resolution by: Trustee Woolfson  
Motion seconded by: Trustee Brown  
In Favor: Unanimous  
Against: None

INCORPORATED VILLAGE OF WEST HAMPTON DUNES  
RESOLUTION OF THE BOARD OF TRUSTEES  
AUTHORIZING PAYMENT OF CERTAIN CLAIMS PRIOR TO AUDIT

WHEREAS the Mayor and Board of Trustees of the Incorporated Village of WEST HAMPTON DUNES have determined that it may be necessary and in the best interests of the Village to make payment of certain claims regarding utilities, postage freight and express prior to audit by the Board of Trustees, it is therefore;

RESOLVED that the Village Treasurer is hereby authorized to make payment of invoices prior to audit by the Board of Trustees of public utility services, postage, freight and express charges, and it is further;

RESOLVED that in the event that a claim is paid prior to audit by the Board of Trustees pursuant to this resolution, the claimant and officer of the Village approving or incurring same shall be jointly and severally liable for any amount disallowed by the Board of Trustees in the subsequent audit of that claim.

Motion to adopt resolution by: Trustee Woolfson  
Motion seconded by: Trustee Brown  
In Favor: Unanimous  
Against: None

INCORPORATED VILLAGE OF WEST HAMPTON DUNES  
RESOLUTION OF THE BOARD OF TRUSTEES  
AUTHORIZING OFFICERS AND EMPLOYEES OF THE  
VILLAGE TO ATTEND CONFERENCES AND SEMINARS

WHEREAS the Mayor and Board of Trustees of the Incorporated Village of WEST HAMPTON DUNES have determined that it is in the best interests of the Village and its residents that officers and employees of the Village of WEST HAMPTON DUNES from time to time attend conferences and seminars of public employees and officials for educational and training and other similar purposes and that upon prior approval that they may be reimbursed for some or all of their reasonable expenses incurred, it is therefore;

RESOLVED that the officers and employees of the Village of West Hampton Dunes may after prior approval by the Board of Trustees attend conferences and seminars of public employees and officials for the purpose of education and training and other related purposes, and be reimbursed for part or all of their reasonable expenses incurred which shall be intended to be limited to the per diem amount established by the State of New York provided that their attendance and the expenses were approved by the Board of Trustees in advance of their attendance at the conference or seminar.

Motion to adopt resolution by: Trustee Woolfson  
Motion seconded by: Trustee Brown  
In Favor: Unanimous  
Against: None

INCORPORATED VILLAGE OF WEST HAMPTON DUNES  
RESOLUTION OF THE BOARD OF TRUSTEES  
AUTHORIZING AND SETTING RATE OF MILEAGE  
REIMBURSEMENT FOR VILLAGE OFFICERS AND EMPLOYEES

WHEREAS the Mayor and Board of Trustees of the Incorporated Village of WEST HAMPTON DUNES have determined that it is in the best interests of the Village and its residents that officers and employees of the Village of West Hampton Dunes be reimbursed for the reasonable cost of the use of their personal vehicles for Village purposes, and that a standard for the rate of this reimbursement be adopted by the Village, it is therefore;

RESOLVED that the Village of West Hampton Dunes will reimburse the officers and employees for the reasonable cost of the use of their personal vehicles for village purposes on the submission of a written request and documentation of same, and that the rate of reimbursement shall be the then posted rate as set by the Internal Revenue Service at the time of the use.

Motion to adopt resolution by: Trustee Woolfson  
Motion seconded by: Trustee Brown  
In Favor: Unanimous  
Against: None

INCORPORATED VILLAGE OF WEST HAMPTON DUNES  
RESOLUTION OF THE BOARD OF TRUSTEES  
SETTING THE DATE OF THE 2013 ORGANIZATIONAL MEETING

WHEREAS the Mayor and Board of Trustees of the Incorporated Village of WEST HAMPTON DUNES are empowered to set the date of the 2013 organizational meeting of the Village of West Hampton Dunes, it is therefore;

RESOLVED that the 2013 Organizational Meeting of the Village of WEST HAMPTON DUNES shall be held on July 11, 2013, at 7:30 p.m.

Motion to adopt resolution by: Trustee Woolfson  
Motion seconded by: Trustee Brown  
In Favor: Unanimous  
Against: None

- Motion to adjourn the organizational meeting & open the General Meeting of the Board of Trustees:

Motion by: Trustee Brown  
Seconded: Trustee Woolfson  
All in favor: Unanimous  
All opposed: None

**Trustees Report**

- Trustee Woolfson - Movie night – Saturday, August 11, 2012- Pike’s Beach Oceanside. Double feature this year, Happy Feet then Jaws! Rain date to be determined.

**Constabulary Report**

- Sgt Hennig – rentals going well. Numerous arrests cars leaving Cupsogue Park.
  - Court very busy- numerous summons issued.

**Mayor Report:**

- Discussion and review of proposed Local Law amending the 1996 Rental law. Changes include no subletting of premises, over occupancy of the home, blocking driveways. Owner is responsible for making sure the house does not get sub-letted out. The homeowner will get fined and have to appear in court.

- Open for public comments-no comments.
- Motion to close the public hearing:

Motion by: Trustee Woolfson  
 Seconded by: Trustee Trimarchi  
 All in favor: Unanimous  
 All opposed: None

**Local Laws:**

**Local Law of 2012 Amending Local Law 1 of 1996 Regarding Seasonal Rentals:**

- Mayor requests that the board make a motion to approve the Local Law with changes.

- Motion to approve the Local Law 4 of 2012 with changes – a Local Law Amending Local Law # 1 of 1996 regarding seasonal rentals in the Village of West Hampton Dunes:

Motion by: Trustee Craig  
 Seconded: Trustee Woolfson  
 All in favor: Unanimous  
 All opposed: None

- The Board of Trustees adopts Lead Agency status for the purposes of SEQRA with regard to the adoption of the proposed Local Law 4 of 2012, and hereby determines that this adoption of the proposed Local Law 4 of 2012 is an Unlisted Action for the purposes of SEQRA. Resolved that a negative declaration is hereby adopted for purposes of SEQRA.

Motion by: Trustee Brown  
 Seconded Trustee Craig  
 All in favor Unanimous  
 All opposed None

- Motion to adopt the Local Law 4 of 2012 with changes – a Local Law Amending Local Law # 1 of 1996 regarding seasonal rentals in the Village of West Hampton Dunes:

Motion by: Trustee Craig  
 Seconded: Trustee Trimarchi  
 All in favor: Unanimous  
 All opposed: None

- 5k Race-BBPA - Saturday, September 8, 2012 beginning at 8:00 a.m. Merle Brenner & Doug McLaughlin have coordinated the event. Still looking for sponsors and help giving out water to runners.

- BBPA – 906 Dune Road – Mayor & one Village trustee are meeting with the BBPA Board on Tuesday to discuss further.

- Resolution to approve the payment of standard and ordinary monthly bills;

Motion by: Trustee Brown  
Seconded: Trustee Trimarchi  
All in favor: Unanimous  
All opposed: None

- Resolution to approve the minutes from the last meeting;

Motion by: Trustee Trimarchi  
Seconded: Trustee Woolfson  
All in favor: Unanimous  
All opposed: None

- Motion to close meeting; 8:50 p.m.

Motion by: Trustee Woolfson  
Seconded: Trustee Craig  
All in favor: Unanimous  
All opposed: None