

Minutes of the 2008 Organizational Meeting of the
Village of West Hampton Dunes
July 11, 2008
906 Dune Road
West Hampton Dunes, NY

Present: Mayor Vegliante; Trustees- Charles Brown, Gary Trimarchi, Michael Craig, Catherine Woolfson, Joseph Prokop, Village Attorney; Laura Dalessandro, Village Clerk, Chief Don Zlatniski, Sgt. Turner, Officer Hennig, Residents (about 20)

Meeting Called to Order 7:10 p.m.

Swearing in of newly elected and appointed officials:

Village Clerk, Laura Dalessandro, swears in Gair Betts as the new Village Justice elected on June 17, 2008. Judge Betts thanks everyone for supporting him in the recent Village Election. He has been the Associate Justice for the Village of West Hampton Beach for many years, and is very familiar with the process. He is honored and looking forward to the next four years as Village Justice for West Hampton Dunes.

Gair Betts swears in Mayor, Vegliante, newly elected Trustees, Catherine Woolfson, and Michael Craig, and newly appointed Zoning Board Member, Eric Saretsky.

Mayor appoints Charles Brown as Deputy Mayor.

Joe Prokop, Village Attorney read all of the following resolutions to be adopted:

ANNUAL RESOLUTIONS

RESOLUTION APPROVING APPOINTMENT OF OFFICERS AND OFFICIALS

Motion to adopt Resolution:

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

RESOLUTION DETERMINING COST OF BONDING VILLAGE OFFICERS TO BE A VILLAGE EXPENSE

Motion to adopt Resolution:

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

RESOLUTION DESIGNATING OFFICIAL VILLAGE BANKS AND DEPOSITORIES

Motion to adopt Resolution:

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

RESOLUTION DESIGNATING OFFICIAL VILLAGE NEWSPAPER

Motion to adopt Resolution:

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

RESOLUTION SETTING DATES OF REGULAR MONTHLY MEETINGS AND ADOPTING THE RULES OF THE OPEN MEETINGS LAW

Motion to adopt Resolution:

Motion by	Trustee Trimarchi
Seconded	Trustee Brown
All in favor	Unanimous

All opposed None

RESOLUTION ESTABLISHING PROCEDURES FOR THE SETTING AND NOTIFICATION OF A SPECIAL MEETING

Motion to adopt Resolution:

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

RESOLUTION ADOPTING ROBERTS RULES OF ORDER AS THE OFFICIAL PROCEDURE OF THE BOARD

Motion to adopt Resolution:

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

RESOLUTION ADOPTING THE VILLAGE INVESTMENT POLICY

Motion to adopt Resolution:

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

RESOLUTION ADOPTING THE VILLAGE PROCUREMENT POLICY

Motion to adopt Resolution:

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

RESOLUTION DESIGNATING VILLAGE AUDITORS

Motion to adopt Resolution:

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

RESOLUTION AUTHORIZING PAYMENT OF CERTAIN CLAIMS PRIOR TO AUDIT

Motion to adopt Resolution:

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

RESOLUTION AUTHORIZING OFFICERS AND EMPLOYEES OF THE VILLAGE TO ATTEND CONFERENCES AND SEMINARS

Motion to adopt Resolution:

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

RESOLUTION AUTHORIZING AND SETTING RATE OF MILEAGE REIMBURSEMENT FOR VILLAGE OFFICERS AND EMPLOYEES

Motion to adopt Resolution:

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

RESOLUTION SETTING DATE OF 2009 ORGANIZATIONAL MEETING

Motion to adopt Resolution:

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

**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 at the annual organizational meeting of the Village conducted on July 11, 2008 these appointments duly came before the Board of Trustees for approval, and the Board duly approved those appointments, it is therefore;

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

Mayor: Honorable Gary Vegliante (6/08-6/12)
Trustee: Michael Craig (6/08-6/12)
Trustee: Catherine Woolfson (6/08-6/12)
Trustee: Gary Trimarchi (4/05-4/09)
Trustee: Charles Brown (4/05-4/09)
Village Clerk; Laura Dalessandro
Village Treasurer: Claire Tevere
Village Attorneys: Joseph W. Prokop, Esq.
Commissioner Water Department
Records Access Officer: Laura Dalessandro
Village Engineer
Village Environmental Consultant: Aram Terchunian
Village Zoning Board of Appeals
Village Planning Board

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

**INCORPORATED VILLAGE OF WEST HAMPTON DUNES
APPOINTMENT OF CHARLES BROWN 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 as Deputy Mayor;

WHEREAS CHARLES BROWN 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; is hereby appointed Deputy Mayor of the Village of WEST HAMPTON DUNES.

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

**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 Trimarchi

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:

Capital One

Commerce Bank

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

Motion to adopt resolution by: Trustee Trimarchi

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 Southampton Press and on emergency Newsday.

Motion to adopt resolution by: Trustee Trimarchi

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 the annual Organizational Meeting, and that all meetings shall be conducted at either 906 Dune Road, West Hampton Dunes, or One Beacon Place, Melville, New York, unless a vote of the Board with proper public notice is otherwise made and given, then the meeting for that month shall be on such other date as may be set by the Board, 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 Trimarchi _____
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 Trimarchi _____
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 Trimarchi _____
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 Trimarchi
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 Trimarchi
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, Fondotos, Cullen & Danowski, with offices located at 10 Roosevelt Avenue, Port Jefferson Station, NY 11776 as the auditors of the Village of WEST HAMPTON DUNES, it is therefore;

RESOLVED that Coughlin, Fondotos, Cullen & Danowski 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 Trimarchi
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 Brown
Motion seconded by: Trustee Trimarchi
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 Trimarchi
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 Trimarchi
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 2009 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 2009 Organizational meeting of the Village of West Hampton Dunes, it is therefore;

RESOLVED that the 2009 Organizational Meeting of the Village of WEST HAMPTON DUNES shall be held on Monday, July 6, 2009 at 7:00 p.m.

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

Close of Organizational meeting; Open of the General Meeting of the Board of Trustees.

- Village Picnic – Mayor Vegliante, once again gives thanks to the Riese Organization and Gary Trimarchi for graciously providing the Village every year with an unbelievable picnic at the beach. Although the Riese Organization is not sponsoring the Village picnic this year, the Constables came up with an idea to have a picnic anyway, with everyone’s help. We should have an update by the August meeting.

- Walking on the Dunes – Numerous people are being spotted walking on the Dunes. There are “Keep of the Dunes” signs posted. The Village will look into posting more. If anyone witnesses people walking on the Dunes, please notify the Constables immediately.

- Leash Law discussion - Numerous complaints, once again, that dog owners are not keeping their dogs under control. The Village is looking into possibly having a Leash Law for the summer months.

- Litigation-Village Attorney, Joseph Prokop, gives an update.

- Piping Plovers– Commissioner of Wildlife Protection, Aram Terchunian, gives an update. NYSDEC has actually been pretty cooperative this year, however, the FWLS have not been. If you have access problems, please call the Village office so we can advise the FWLS.

- Newly elected Village Trustee, Catherine Woolfson, thanks everyone for their support in the recent election and for voting for her as Village Trustee. Her first idea for the Village is to put a suggestion box up outside the Police Constabulary. Village Residents can put suggestions anonymously in writing, to be discussed at the following Village meeting.

- Newly elected Village Trustee, Michael Craig, also thanks everyone for all of their support in the recent election and for voting for him as Village Trustee. He expresses what an honor it is to be able to serve the community. He is looking forward to the next four years.

Resolution to adopt minutes of last months meeting

Motion by: Trustee Trimarchi

Seconded Trustee Brown

All in favor Unanimous

All opposed None

Resolution to pay submitted and audited vouchers for the village:

Motion by: Trustee Trimarchi

Seconded Trustee Brown

All in favor Unanimous

All opposed None

Motion to close the meeting: 9:15 p.m.

Motion by: Trustee Woolfson

Seconded Trustee Brown

All in favor Unanimous

All opposed None