

Organization Meeting July 1, 2019 Agenda

INVOCATION

Pastor Leslie Duroseau, Hamptons United Methodist Church

OATH OF OFFICE

The Village Administrator will administer the Oath of Office to the following Village official for a two-year term ending June 30, 2021:

Mayor Jesse Warren

The Village Administrator will administer the Oath of Office to the following Village officials for two-year terms ending June 30, 2021:

**Trustee Mark Parash
Trustee Andrew Pilaro**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

MAYOR'S APPOINTMENTS

Mayor Warren announces his appointment for Deputy Mayor, for a one-year term, ending June 30, 2020:

Richard Yastrzemski

Mayor Warren will then ask for a motion to approve the following Department and Committee appointments for one-year terms ending on June 30, 2020:

LEGISLATIVE, EXECUTIVE, FINANCE & STAFF COMMITTEE

**Mayor Jesse Warren
Trustee Kimberly Allan**

**SPECIAL ITEMS (INSURANCE, MUNICIPAL ASSOC. & TAXES)
COMMITTEE**

**Trustee Andrew Pilaro
Trustee Kimberly Allan**

PUBLIC SAFETY

POLICE DEPARTMENT

**Mayor Jesse Warren, Commissioner
Trustee Richard Yastrzemski, Deputy Commissioner**

NOTE: Mayor Warren exercises supervision over the conduct of the Police Department, pursuant to Section 4-400 of NYS Village Law.

JUSTICE COURT DEPARTMENT

**Trustee Andrew Pilaro, Commissioner
Trustee Kimberly Allan, Deputy Commissioner**

FIRE DEPARTMENT

**Trustee Richard Yastrzemski, Commissioner
Mayor Jesse Warren, Deputy Commissioner**

AMBULANCE DEPARTMENT

**Trustee Richard Yastrzemski, Commissioner
Mayor Jesse Warren, Deputy Commissioner**

SAFETY INSPECTION COMMITTEE

**Trustee Kimberly Allan
Trustee Mark Parash**

HIGHWAY/ BEACHES DEPARTMENT

**Trustee Mark Parash, Commissioner
Trustee Andrew Pilaro, Deputy Commissioner**

CULTURE & RECREATION

PARKS DEPARTMENT

LAKES & PONDS COMMITTEE

WETLANDS & BEACHFRONT COMMITTEE

**Trustee Mark Parash, Commissioner
Mayor Jesse Warren, Deputy Commissioner**

CULTURAL CENTER LIASON COMMITTEE

**Trustee Andrew Pilaro
Trustee Mark Parash**

VILLAGE IMPROVEMENT COMMITTEE

**Trustee Kimberly Allan
Trustee Trustee Mark Parash**

HOME & COMMUNITY SERVICES

**ZONING, PLANNING, ARCHITECTURAL/HISTORIC REVIEW,
PLANNING COMMISSION DEPARTMENT**

**Mayor Jesse Warren, Commissioner
Trustee Kimberly Allan, Deputy Commissioner**

**BUILDING MAINTENANCE DEPARTMENT
(BUILDINGS/STREET LIGHTS)**

**Trustee Richard Yastrzemski, Commissioner
Trustee Mark Parash, Deputy Commissioner**

CENTRAL GARAGE DEPARTMENT

**Trustee Kimberly Allan, Commissioner
Trustee Mark Parash, Deputy Commissioner**

TREES & MEMORIALS COMMITTEE

**Trustee Andrew Pilaro
Mayor Jesse Warren**

YOUTH, MINORITY & SENIOR CITIZENS AFFAIRS COMMITTEE

**Trustee Kimberly Allan
Trustee Richard Yastrzemski**

EMERGENCY PREPAREDNESS/COORDINATION COMMITTEE

**Trustee Mark Parash
Trustee Richard Yastrzemski**

AFFIRMATIVE ACTION COMMITTEE

**Mayor Jesse Warren, Member
Chief Thomas Cummings, Member
Sandra Dozier, Member
Gerald Martin, Member**

____/____/____.

The Mayor asks for a motion to approve the following appointment for a one-year term ending June 30, 2020:

Acting Village Justice Michael Solomon

_____/_____/_____.

SUGGESTED RESOLUTIONS

1. RESOLVED, that the Treasurer be and hereby is authorized to make transfers between the appropriation accounts during the year. _____ / _____ / _____
2. RESOLVED, that the Southampton Press be and hereby is designated as the Official Newspaper and, that the Independent East End be and hereby is designated as an additional communication media for publication of legal notices and similar matters. _____ / _____ / _____
3. RESOLVED, that the Village Board of Trustees meetings will, unless otherwise announced, be held in this Board Room as follows:

Monthly meetings – 6:00P.M.

- a. Second Thursday of each month.
 - b. Second Tuesday following the first monthly meeting. _____ / _____ / _____
4. RESOLVED, that the firm of Squires, Holden, Weisenbacher, and Smith be retained as may be required from time to time to perform surveying work for the Village. _____ / _____ / _____
 5. RESOLVED, that the Morley Agency and McLauchlen Realty be retained as may be required from time to time to perform appraisals for the Village. _____ / _____ / _____
 6. RESOLVED, that the recording secretaries for the Planning Board, the

Zoning Board of Appeals, the Board of Architectural Review and Historic Preservation, the Planning Commission and the Board of Trustees continue to each be paid \$200 for each meeting. _____ / _____ / _____

7. RESOLVED, that all non-union Village employees shall receive, minimally, the same salary increases, including longevity, and employee benefits as provided to employees represented by the CSEA. _____ / _____ / _____

8. RESOLVED, that the Treasurer shall deposit all monies received by virtue of his/her office as follows:

a. Deposits into the General Fund and Trust Fund shall be made with Peoples United Bank and deposits into the Capital Reserve Fund shall be made with the Bridgehampton National Bank. _____ / _____ / _____

9. RESOLVED, that the Treasurer is hereby authorized and directed to continue to deposit all Village Funds not required to satisfy immediate expenditures in interest bearing accounts as allowed by law, and that these funds shall be deposited with the following institutions which have agreed to abide by Village Investment Policy and the requirements of Section II of the Municipal Law and other provisions of law relating to this subject:

- a. Peoples United Bank
- b. Bridgehampton National Bank
- c. MBIA/Bank of New York - CLASS

d. _____ / _____ / _____

10. RESOLVED, that the Village Investment Policy dated March 25, 2008, be continued in effect. _____ / _____ / _____

11. RESOLVED, that in the absence of both the Treasurer and the Deputy Treasurer, checks drawn on Village accounts may be approved only by the signatures of the Mayor and a Trustee or two (2) Trustees _____ / _____ / _____

12. RESOLVED, that official travel by Village employees or officials involving reimbursement by the Village shall require prior approval by the appropriate Department Head or Village Administrator, except in the case of unforeseen requirements in which case such travel may be approved by the Mayor or, in his absence, the Deputy Mayor. _____ / _____ / _____
13. RESOLVED, that except as may otherwise be provided in collective bargaining agreements, Village employees traveling on authorized official business shall be reimbursed for use of personal vehicles at a rate not to exceed that authorized by the IRS. _____ / _____ / _____
14. RESOLVED, that the Board of Trustees approve the adoption of the SVPD Rules of Conduct. _____ / _____ / _____
15. RESOLVED, that the Village Fraud Policy be continued in effect. _____ / _____ / _____
16. RESOLVED, that the Village Fund Balance Policy be continued in effect. _____ / _____ / _____
17. RESOLVED, that the Village Procurement Policy be continued in effect. _____ / _____ / _____
18. RESOLVED, that the Anti-Harassment Policy be continued in effect. _____ / _____ / _____
19. RESOLVED, that the Workplace Violence Policy be continued in effect.
20. RESOLVED, that the Law Offices of Vincent Toomey be retained as may be required as labor counsel for the Village. _____ / _____ / _____

Discussion Items

Motion to adjourn the Organizational Meeting:

_____ / _____ / _____ _____ pm