BOARD OF TRUSTEES MEETING
INCORPORATED VILLAGE OF SANDS POINT
WEDNESDAY, DECEMBER 18, 2024

Present:	Peter A. Forman	Mayor
	Jeffrey Moslow	Deputy Mayor
	Elena Karabatos	Trustee
	Sloane Ackerman	Trustee
	Danny Khazai	Trustee
	Daniel Scheyer	Advisor to the Mayor
	Liz Gaynor	Village Clerk
	Michael Sahn, Esq.	Village Attorney
	Joshua D. Brookstein, Esq.	Village Attorney

Upon motion by Trustee Karabatos and seconded by Deputy Mayor Moslow the Public Hearing was opened at 8:01 p.m. to **consider Renewal of the Cable Franchise Agreement between the Incorporated Village of Sands Point and Verizon New York, Inc.**

The receipt of the affidavit of publication of the public hearing was published in the *Port Washington News* and the affidavit of posting of the public hearing was posted at the office of the Village Clerk.

Mayor Forman called to **continue the public hearing on cable franchise renewal** to the January 28, 2025 Board meeting. Upon motion by Trustee Karabatos and seconded by Deputy Mayor Moslow and carried unanimously the Board agreed to **continue the hearing to the January 28, 2025 Board meeting**.

At 8:05 p.m. Mayor Forman opened the Public Hearing to consider a L**ocal Law to Amend Chapter 132, "Site Plan Review"** of the Code of the Village of Sands Point.

The proposed local law was published in both the *Port Washington News* and *Newsday* and the affidavits of posting of the proposed law were posted at the office of the Village Clerk.

Mayor Forman called for comments of the Public and discussion of the Board regarding the proposed local law. A copy of the transcript is appended hereto and made a part of the minutes. All those who wished to be heard, having been heard and there being no further call for discussion, on motion of Deputy Mayor Moslow and seconded by Trustee Karabatos, and carried unanimously the Public Hearing was closed.

At 8:07 p.m. Mayor Forman opened the Public Hearing to consider a L**ocal Law to Amend Chapter 1, "General Provisions"** of the Code of the Village of Sands Point.

The proposed local law was published in both the *Port Washington News* and *Newsday* and the affidavits of posting of the proposed law were posted at the office of the Village Clerk.

Mayor Forman called for comments of the Public and discussion of the Board regarding the proposed local law. A copy of the transcript is appended hereto and made a part of the minutes. All those who wished to be heard, having been heard and there being no further call for discussion, on motion of Deputy Mayor Moslow and seconded by Trustee Karabatos, and carried unanimously the Public Hearing was closed.

Upon motion by Trustee Karabatos and seconded by Deputy Mayor Moslow the Public Hearing was opened at 8:10 p.m. to consider the following proposed local laws:

1) Proposed Local Law Amending Chapter 82, "Fees & Deposits"
2) Proposed Local Law Amending Chapter 141, "Streets and Sidewalks"
3) Proposed Local Law to Amend Chapter 176, "Zoning"

On motion of Trustee Karabatos and seconded by Deputy Mayor Moslow and carried unanimously the Board agreed to continue the public hearings to the Tuesday, January 28, 2025 Board meeting.

Mayor Forman opened the Organizational portion of the meeting.

Placed on the table for consideration was a **modification to the VSP Employee Handbook re Village Office Business Hours** as follows:

> **"VSP Employee Handbook page 47**
>
> **Business Hours**
>
> Standard office hours for the Admin Dept, including summer Fridays: The Village office will be open to the public for business between the hours of 8:30 a.m. and 4:30 p.m. 5:00 p.m.**,** Monday through Friday. From June 1 to August 31, the Admin Dept. hours on "summer Fridays" will be 8:30 a.m. to 3:00 p.m. Mayor and or Village Clerk determine when each employee's work responsibilities/ tasks have been completed; before early dismissal.
>
> The Water Department will be open for normal business between the hours of 7:30 a.m. and 3:30 p.m. Water Department employees are to be available on a schedule to be devised by the Superintendent of the Water Department so that immediate service may be provided in case of emergency. A Village vehicle is provided for the use of certain Water

Department employees for general use on Village matters and to provide transportation to and from the Village so that those employees can be available for important and emergency situations.

Exempt employees do not have fixed working hours and are expected to be responsive even when not in the Village office."

Upon motion by Trustee Karabatos and seconded by Deputy Mayor Moslow and carried unanimously the new business hours were adopted. On roll call:

Mayor Peter A. Forman voting	-	aye
Deputy Mayor Jeffrey Moslow voting	-	aye
Trustee Elena Karabatos voting	-	aye
Trustee Sloane Ackerman voting	-	aye
Trustee Danny Khazai voting	-	aye

Resolution 12182024–01 was duly adopted.

Mayor Forman moved on to the Village Club matters.

Mayor Forman placed on the table for consideration a **Resolution Authorizing the Purchase and Installation of a Gas-Fired Hot Steam Boiler at the Old Pro Shop Site located at the Village Club of Sands Point.**

Whereupon Trustee Karabatos proposed the following Resolution and moved its adoption:

RESOLUTION 12182024-02
AUTHORIZATION OF PURCHASE & INSTALLATION OF
A NEW GAS-FIRED HOT STEAM BOILER
AT THE OLD PRO SHOP SITE
THE VILLAGE CLUB OF SANDS POINT

WHEREAS, the boiler currently servicing the old pro shop is in need of replacement; and

WHEREAS, Club Manager Mike Severn requested and received three proposals for the purchase and installation of a new steam boiler, copies of which proposals are appended hereto and made a part of the minutes; and

WHEREAS, Maccarone Plumbing, Inc. & Heating, Inc. submitted the lowest responsible quote; and

WHEREAS, the Board has received and reviewed the proposal and finds it acceptable; and

NOW, THEREFORE, BE IT RESOLVED, that **Club Manager be and hereby is authorized to engage Maccarone Plumbing, Inc., 10 Sea Cliff Ave, Glen Cove, New York 11542 for the purchase and installation of a new Weil McLean cast-iron, gas-fired hot steam boiler Model# EGH-124 per their quote#MS-241713 dated December 3, 2024.**

The motion was seconded by Deputy Mayor Moslow. On roll call:

Mayor Peter A. Forman voting	-	aye
Deputy Mayor Jeffrey Moslow voting	-	aye
Trustee Elena Karabatos voting	-	aye
Trustee Sloane Ackerman voting	-	aye
Trustee Danny Khazai voting	-	aye

Resolution 12182024-02 was duly adopted.

At 8:30 Mayor Forman opened the Regular meeting of the Board.

The **Minutes** of the meeting held on November 26, 2024 were reviewed. On motion by Trustee Karabatos, seconded by Deputy Mayor Moslow and carried unanimously, the minutes of November 26, 2024 were approved.

The Board received the **Water Commissioner's Report,** which is appended hereto and made a part of the minutes. The Report noted that water pumpage during November of 2024 was 23,110,273 gallons pumped vs. 13,480,500 gallons pumped during November of 2023.

The **Treasurer's Report** showing cash balances as of November 30, 2024 was reviewed (copy attached). On motion by Trustee Karabatos and seconded by Deputy Mayor Moslow and carried unanimously, the Treasurer's Report was accepted and filed.

Claims as presented for payment in December were reviewed. On motion of Trustee Karabatos, seconded by Deputy Mayor Moslow and carried unanimously, the claims were approved for payment. Abstract of Claims is appended hereto and made a part of the minutes.

The Board received **Recommendations of the Building Commissioner** as to Granting of Building Permit Extensions that are appended hereto and made a part of the minutes. On motion of Trustee Karabatos, seconded by Deputy Mayor Moslow and carried unanimously, the Building Commissioner's recommendations were adopted.

The Board received the **Building Department Report of Activity** for the month of November 2024, which showed:

Building Permits issued – 12
Building Permit Applications filed – 12
Certificates of Occupancy Issued – 1
Certificates of Completion Issued – 6
Temporary Certificates of Occupancy Issued – 3
19 Trees to be Removed/Replaced

The Board received the **Justice Court Report** for the month of November 2024 which showed:

Arraignments – 19
Trials - 0
Total VTL Amount Collected- $476.00
Total Village Code Fines Collected: $1,100.00
Total VTL & Village Code Fines Collected: $1,576.00

Mayor Forman placed on the table for consideration **Proposed Local Law 1 of 2025, A Local Law Amending Chapter 132, "Site Plan Review**" of the Code of the Village of Sands Point.

Whereupon, Trustee Karabatos proposed the following Resolution and moved its adoption:

RESOLUTION 12182024-03
PROPOSED LOCAL LAW 1 OF 2025,
AMENDING CHAPTER 132 "SITE PLAN REVIEW"
OF THE CODE OF THE VILLAGE OF SANDS POINT

WHEREAS, a resolution was duly adopted by the Board of Trustees of the Village of Sands Point for a public hearing to be held by said Board at Village Hall, 26 Tibbits Lane, Sands Point, New York; and

WHEREAS, pursuant to Part 617 of the implementing regulations pertaining to Article 8 (State Environmental Quality Review Act) ("SEQRA"), it has been determined

by the Board of Trustees that the adoption of the proposed Local Law does not constitute an action as defined and could be considered without any further regard to SEQRA; and

WHEREAS, the Board of Trustees of the Village of Sands Point, after due deliberation, finds it in the best interest of the Village to adopt said Local Law;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Sands Point hereby adopts said Local Law as "Local Law 1 of 2025, Amending Chapter 132**, "**Site Plan Review**"** of the Code of the Village of Sands Point, a copy of which is attached hereto and made a part hereof, and the Village Clerk be and she is hereby directed to enter said Local Law in the minutes of this meeting and to enter said Local Law in the Local Law Book of the Village, and to give due notice of the adoption of said Local Law to the Secretary of State.

The motion was seconded by Deputy Mayor Moslow. On roll call:

Mayor Peter A. Forman voting	-	aye
Deputy Mayor Jeffrey Moslow voting	-	aye
Trustee Elena Karabatos voting	-	aye
Trustee Sloane Ackerman voting	-	aye
Trustee Danny Khazai voting	-	aye

Resolution 12182024-03 was duly adopted.

Mayor Forman placed on the table for consideration **Proposed Local Law 2 of 2025, A Local Law Amending Chapter 1, "General Provisions**" of the Code of the Village of Sands Point.

Whereupon, Trustee Karabatos proposed the following Resolution and moved its adoption:

RESOLUTION 12182024-04
PROPOSED LOCAL LAW 2 OF 2025,
AMENDING CHAPTER 1, SECTION 100, "DEFINITIONS"
OF THE CODE OF THE VILLAGE OF SANDS POINT

WHEREAS, a resolution was duly adopted by the Board of Trustees of the Village of Sands Point for a public hearing to be held by said Board at Village Hall, 26 Tibbits Lane, Sands Point, New York; and

WHEREAS, pursuant to Part 617 of the implementing regulations pertaining to Article 8 (State Environmental Quality Review Act) ("SEQRA"), it has been determined

by the Board of Trustees that the adoption of the proposed Local Law does not constitute an action as defined and could be considered without any further regard to SEQRA; and

WHEREAS, the Board of Trustees of the Village of Sands Point, after due deliberation, finds it in the best interest of the Village to adopt said Local Law;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Sands Point hereby adopts said Local Law as "Local Law 2 of 2025, Amending Chapter 1**,** Section 100, "Definitions**"** of the Code of the Village of Sands Point, a copy of which is attached hereto and made a part hereof, and the Village Clerk be and she is hereby directed to enter said Local Law in the minutes of this meeting and to enter said Local Law in the Local Law Book of the Village, and to give due notice of the adoption of said Local Law to the Secretary of State.

The motion was seconded by Deputy Mayor Moslow. On roll call:

Mayor Peter A. Forman voting	-	aye
Deputy Mayor Jeffrey Moslow voting	-	aye
Trustee Elena Karabatos voting	-	aye
Trustee Sloane Ackerman voting	-	aye
Trustee Danny Khazai voting	-	aye

Resolution 12182024-04 was duly adopted.

Mayor Forman placed on the table for consideration for the Board to hold a **public hearing at its Tuesday, January 28, 2025 meeting to consider the following:**

1) Proposed Local Law to Amend Chapter 1, "General Provisions"
2) Proposed Local Law to Amend Chapter 132, " Site Plan Review"

On motion of Trustee Karabatos seconded by Deputy Mayor Moslow and voted on as follows, the Board resolved to hold a Public Hearing at their Tuesday, January 28, 2025 meeting. On vote as follows:

Mayor Peter A. Forman voting	-	aye
Deputy Mayor Jeffrey Moslow voting	-	aye
Trustee Elena Karabatos voting	-	aye
Trustee Sloane Ackerman voting	-	aye
Trustee Danny Khazai voting	-	aye

Resolution 12182024-05 is duly adopted.

Mayor Forman placed on the table for consideration a **Resolution Approving Sands Point Police Department Policy Manual Updates guided by Lexipol. WHEREAS,** it is necessary at times for policy manual updates to ensure consistent and legally sound decision-making, personnel safety, and department transparency; and **WHEREAS,** Police Chief Thomas Ruehle's recommendation and policy updates are appended hereto and made a part of the minutes; and WHEREAS, the policies have been reviewed and approved by Village Legal Counsel Richard Zuckerman, **NOW, THEREFORE BE RESOLVED** that be and hereby the Board approves the following Police policy manual updates:

- Policy 501 – Traffic Accidents
- Policy 502 – Vehicle Towing
- Policy 503 – Impaired Driving
- Policy 504 – Traffic and Parking Tickets
- Policy 505 – Disabled Vehicles
- Policy 506 – Traffic Procedures
- Policy 600 – Investigation & Prosecution
- Policy 601 – Sexual Assault Allegations
- Policy 602 - Asset Forfeiture
- Policy 603 – Eyewitness Identification
- Policy 604 – Brady Information
- Policy 605 – Unmanned Aerial System

Upon the motion of Trustee Karabatos and seconded by Deputy Mayor Moslow and carried unanimously the policy updates were approved. On roll call:

Mayor Peter A. Forman voting	-	aye
Deputy Mayor Jeffrey Moslow voting	-	aye
Trustee Elena Karabatos voting	-	aye
Trustee Sloane Ackerman voting	-	aye
Trustee Danny Khazai voting	-	aye

Resolution 12182024–06 was duly adopted.

Placed on the table for consideration a **Memorandum of Agreement ("MOA") Extending the Sands Point Police Benevolent Association ("PBA") 12-Hour Shift Agreement for one year – January 2025 through December 2025**.

Whereupon, Trustee Karabatos proposed the following Resolution and moved its adoption:

RESOLUTION 12182024-07
RATIFIYING MEMORANDUM OF AGREEMENT TO
EXTEND THE TWELVE-HOUR SHIFT AGREEMENT FOR ONE YEAR

JANUARY 2025 THROUGH DECEMBER 2025
WHICH AGREEMENT IS AN APPENDIX TO THE
2022 – 2026 SANDS POINT PBA COLLECTIVE BARGAINING AGREEMENT

WHEREAS, the 12-Hour Shift Agreement has been made as an appendix to the current Collective Bargaining Agreement ("CBA") and needs ratification by a Board Resolution; and

WHEREAS, Richard Zuckerman, Esq. who represents the Village as Labor Counsel and PBA negotiator has prepared the "MOA," a copy of which is appended hereto and made a part of the minutes; and

WHEREAS, the Board has reviewed the "MOA" and finds it acceptable,

NOW, THEREFORE BE IT RESOLVED that the 12-Hour Shift Agreement extension for one year is approved and that CBA Appendix A, ¶ 18 is amended by changing 2024 to 2025.

The motion was seconded by Deputy Mayor Moslow. On roll call:

Mayor Peter A. Forman voting	-	aye
Deputy Mayor Jeffrey Moslow voting	-	aye
Trustee Elena Karabatos voting	-	aye
Trustee Sloane Ackerman voting	-	aye
Trustee Danny Khazai voting	-	aye

Resolution 12182024-07 was duly adopted.

Placed on the table for consideration a request from Water & Public Works Superintendent Christian DiMartino **to sell and/or trade a 1981 Detroit Diesel In-Line 215KW generator at the Governors Lane site**, a copy of his recommendation is appended hereto and made a part of the minutes. **WHEREAS,** the Board authorizes the placing of a legal notice for sale and/or trade of the generator, **NOW, THEREFORE BE IT RESOLVED** that the Board authorizes the sale and/or trade of the 1981 Detroit Diesel In-Line 215KW generator with the Mayor's oversight. Upon motion of Trustee Karabatos and seconded by Deputy Mayor Moslow and carried unanimously and upon vote as follows:

Mayor Peter A. Forman voting	-	aye
Deputy Mayor Jeffrey Moslow voting	-	aye
Trustee Elena Karabatos voting	-	aye
Trustee Sloane Ackerman voting	-	aye

Trustee Danny Khazai voting - aye

Resolution 12182024-08 was duly adopted.

Notification of 2025 Private Events from the Sands Point Preserve Conservancy copies of the events are appended hereto and made a part of the minutes.

2025 Private Events:

1) Saturday, September 27th – Wedding – Yoo & Choi
2) Saturday, October 18th – Wedding – Genina Lipan

Mayor Forman placed on the table for consideration a **Resolution Authorizing, Pursuant to the Village of Sands Point's Employee Bonus Compensation Program, Bonuses for Thomas Ruehle as the Chief of Police and Casey Wall as the Lieutenant/Inspector of the Sands Point Police Department**.

Whereupon, Mayor Forman proposed the following resolution and moved its adoption:

RESOLUTION 12182024-09
AUTHORIZING, PURSUANT TO THE VILLAGE OF SANDS POINT'S EMPLOYEE BONUS COMPENSATION PROGRAM, BONUSES FOR THOMAS RUEHLE AS THE CHIEF OF POLICE AND CASEY WALL AS THE LIEUTENANT/INSPECTOR OF THE SANDS POINT POLICE DEPARTMENT.

WHEREAS, pursuant to Section 26-12 of the Village Code, the Board of Trustees (the "Village Board") of the Incorporated Village of Sands Point (the "Village"), established the Employee Bonus Compensation Program (the "Bonus Program") to incentivize exceptional employee performance and behavior; and

WHEREAS, pursuant to Section 26-12 of the Village Code, all nonunion, at-will Village employees are entitled to participate in the Bonus Program; and

WHEREAS, pursuant to Section 26-12(F), the Village Board may award a bonus in an amount not to exceed 10% of the employees' base compensation; and

WHEREAS, as managerial employees, the Chief of Police and Lieutenant/Inspector are not covered by the PBA Collective Bargaining Agreement and are at-will employees of the Village; and

WHEREAS, the Village Board has determined that the performance of duties by Thomas Ruehle as the Chief of Police and Casey Wall as the Lieutenant/Inspector of the

Sands Point Police Department, between June 1, 2023 and May 31, 2024, merit a 1% discretionary bonus.

NOW, THEREFORE, BE IT RESOLVED, that:

1. Thomas Ruehle, Chief of Police, Sands Point Police Department, be and hereby is awarded a bonus in the amount of $3,169.88 for the period of June 2023 through May 31, 2024.

2. Casey Wall, Lieutenant/Inspector, Sands Point Police Department, be and hereby is awarded a bonus in the amount of $2,704.00 for the period of June 2023 through May 31, 2024.

On motion by Trustee Karabatos, seconded by Deputy Mayor Moslow, the foregoing Resolution was adopted by upon the following vote:

Mayor Peter A. Forman voting	-	aye
Deputy Mayor Jeffrey Moslow voting	-	aye
Trustee Elena Karabatos voting	-	aye
Trustee Sloane Ackerman voting	-	aye
Trustee Danny Khazai voting	-	aye

Resolution 12182024-09 was duly adopted.

Mayor Forman placed on the table for consideration the **adoption of an incentive payment to Kemper Sports Management for its management of the Village Club**, a copy of which is appended hereto and made part of these minutes.

Whereupon, Trustee Karabatos proposed the following resolution and moved its adoption:

RESOLUTION 12182024-10
RESOLUTION TO ADOPT AN INCENTIVE PAYMENT TO KEMPER SPORTS MANAGEMENT FOR ITS MANAGEMENT OF THE VILLAGE CLUB

WHEREAS, the Village's Agreement with Kemper Sports Management for management services regarding the Village Club provides for an incentive payment based on Kemper's performance under the Agreement taking into account an evaluation of relevant factors; and

WHEREAS, the Village has reviewed Kemper's performance for the past year; and

WHEREAS, the Village's review has shown that Kemper is entitled to an incentive payment over and above the contract payments of $77,985.00 based on an evaluation of all relevant factors;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby resolves as follows:

1. The Village shall pay Kemper the sum of $77,985.00 as an incentive payment for the year ending December 31, 2023, based on Kemper's performance under the Agreement.

2. Village Clerk and Village Treasurer are authorized to process this incentive payment.

The motion was seconded by Deputy Mayor Moslow. On roll call:

Mayor Peter A. Forman voting	-	aye
Deputy Mayor Jeffrey Moslow voting	-	aye
Trustee Elena Karabatos voting	-	aye
Trustee Sloane Ackerman voting	-	aye
Trustee Danny Khazai voting	-	aye

Resolution 12182024-10 was duly adopted.

There being no further business to come before the Board, on motion of Deputy Mayor Moslow, seconded by Trustee Karabatos and carried unanimously, the meeting was adjourned at 9:30 p.m.

Liz Gaynor

Liz Gaynor,
Village Clerk