

REGULAR MEETING DECEMBER 18, 2023

The Regular Meeting of the Board of Trustees was held on December 18, 2023, at the Village Hall, 34 School Street, Bayville, New York 11709, at 6:30PM.

Present were:

Trustee Walsh	Village Clerk-Treasurer
Trustee De Natale	Maria Alfano-Hardy
Trustee Nigro	Secretary to Board
Trustee DiBartolomeo	Nikki Paris
Trustee Valsecchi	Village Attorney
Mayor Minicozzi	Peter Weiler

Absent was: Trustee Santoro

Trustee Valsecchi moved BE IT RESOLVED that the following warrants and claims have been audited by the Audit Commission and are hereby offered for approval by the Board of Trustees and BE IT FURTHER RESOLVED that the Village Clerk-Treasurer is hereby authorized to make said payments.

FUND	CLAIM NO.	WARRANT	AMOUNT
GENERAL			
Payroll	11/29/2023	6K	\$ 30,824.04
	442	6L	\$ 2,350.06
	442A/442D	6M	\$ 51,889.59
Payroll	12/6/2023	7A	\$ 49,604.37
	443	7B	\$ 3,781.50
Payroll	12/13/2023	7C	\$ 27,352.27
	444	7D	\$ 1,985.49
	445	VOID	
	446/453	7E	\$ 86,842.70
	454/486	7F	\$ 151,684.28
	487/495	7G	\$ 5,543.59
TOTAL GENERAL			\$ 411,857.89
WATER			
Payroll	11/29/2023	6K	\$ 6,873.18
	113	6L	\$ 524.02
Payroll	12/6/2023	7A	\$ 6,808.93
	114	7B	\$ 519.12
Payroll	12/13/2023	7C	\$ 6,627.52
	115	7D	\$ 505.29
	116/121	7E	\$ 21,400.75
	122/131	7F	\$ 9,959.71
TOTAL WATER			\$ 53,218.52
TRUST & AGENCY			
	154/159	6F	\$ 153,232.00
	160/163	7A	\$ 17,308.64
	164/168	7B	\$ 101,708.37
	169/171	7C	\$ 4,421.00
TOTAL T & A			\$ 276,670.01
REVENUE ENTERPRISE			
	36/38	7A	\$ 1,379.42
	39	7B	\$ 4,900.00
	40	7C	\$ 9,281.20
TOTAL REVENUE ENTERPRISE			\$ 15,560.62
TOTAL CAPITAL			\$ -
TOTAL COMMTY DEVELOP			\$ -
GRAND TOTAL			\$ 757,307.04

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Seconded by: Trustee De Natale
 Poll of the Board: Trustee Walsh, aye, Trustee Nigro, aye, Trustee De Natale, aye, Trustee Valsecchi, aye, Mayor Minicozzi, aye

RESOLUTION 2023-192

Trustee Nigro moved BE IT RESOLVED to approve the budget transfers as presented and authorize the Village Clerk-Treasurer to make said transfers:

FROM			TO		
CODE	DESCRIPTION	AMOUNT	CODE	DESCRIPTION	AMOUNT
F.8340.0100	DISTRIBUTION - PERSONAL SERVICES	\$26,554.00	F.8310.0413	ADMINISTRATION BILLING SUPPLIES	\$26,554.00
EXPLANATION: TRANSFER UNEXPENDED PERSONAL SERVICES TO ADMINISTRATION BILLING SUPPLIES TO COVER COST OF RIO UPGRADE					
CE.2089	RECREATION FEES	\$9,281.20	CE.7140.0200	RECREATION - EQUIPMENT	\$9,281.20
EXPLANATION: INCREASE BUDGET AND APPROPRIATION ITEM TO RECOGNIZE RECREATION FEE RECEIVED TO COVER COST OF SCREENING FOR PICKLEBALL COURTS					
CE.7230.408	MARINA & DOCKS - CONTRACTUAL	\$1,500.00	CE.7230.0405	MARINA & DOCKS - SECURITY	\$1,500.00
EXPLANATION: TRANSFER APPROPRIATION TO COVER OPTIMUM EXPENSES FOR SECURITY CAMERAS					
A.1990.0400	SP. ITEM - CONTINGENT ACCOUNT	\$32,724.39	A.1320.0400	INDEPENDENT AUDIT	\$2,145.00
EXPLANATION: TO TRANSFER APPROPRIATION TO COVER UNANTICIPATED EXPENDITURES AND TO INCREASE BUDGET APPROPRIATIONS FOR FUTURE EXPENDITURES					
			A.1380.0400	FISCAL AGENT FEES	\$1,000.00
			A.1621.0100	SECURITY - PERSONAL SERVICES	\$7,296.00
			A.5110.0403	STREET MAINTENANCE - SMALL TOOLS	\$500.00
			A.5110.0408	STREET MAINTENANCE - REP/SUPLS	\$250.00
			A.7140.0100	RECREATION - PERSONAL SERVICES	\$10,640.25
			A.7140.0405	RECREATION - SIGNS	\$100.00
			A.9010.0800	EMPLOYEES BENEFITS - STATE RETIREMENT	\$9,793.14
			A.5110.0402	STREET MAINTENANCE - UNIFORMS	\$1,000.00
TOTAL		\$70,059.59	TOTAL		\$70,059.59

Seconded by: Trustee Walsh
 Poll of the Board: Trustee Walsh, aye, Trustee Nigro, aye, Trustee De Natale, aye, Trustee Valsecchi, aye, Mayor Minicozzi, aye

RESOLUTION 2023-193

Trustee De Natale moved BE IT RESOLVED to accept the prior meeting's minutes as presented.

Seconded by: Trustee Nigro
 Poll of the Board: Trustee Walsh, aye, aye, Trustee Nigro, aye, Trustee De Natale, aye, Trustee Valsecchi, aye, Mayor Minicozzi, aye

RESOLUTION 2023-194

Trustee Valsecchi moved BE IT RESOLVED to approve the 2023 Meeting and Holiday schedule as follows:

VILLAGE OF BAYVILLE
MEETING & HOLIDAY SCHEDULE 2024

<u>DAY</u>	<u>DATE</u>	<u>HOLIDAY</u>
Monday	January 1	New Year's Day
Monday	January 15	Martin Luther King Jr. Day
Monday	February 19	Presidents Day
Monday	May 27	Memorial Day
Thursday	July 4	Independence Day
Monday	September 2	Labor Day
Monday	October 14	Columbus Day
Tuesday	November 5	Election Day
Monday	November 11	Veterans Day
Thursday & Friday	November 28 & 29	Thanksgiving
Tuesday 1/2 Day	December 24	Christmas Eve
Wednesday	December 25	Christmas Day
Tuesday 1/2 Day	December 31	New Year's Eve

MEETINGS AND COURT ARE HELD AT:
BAYVILLE VILLAGE HALL, 34 SCHOOL ST., BAYVILLE, NY 11709

VILLAGE BOARD MEETING SCHEDULE 2024

Meetings start at 6:30 PM

January 22
February 26
March 25
April 22
May 20
June 24

July 1 & 22
August 26
September 23
October 28
November 25
December 16

TAX SALE – TUESDAY, JULY 23, 2024

2024 Planning Board Meeting Schedule – First Tuesday of the Month at 6:30pm

2024 Committee of Architectural Review Meeting Schedule - Third Tuesday of the Month at 6:30pm*

*Applications must be submitted by first week of the month to be reviewed at that month's CAR meeting. No more than five applications per meeting.

2024 Zoning Board of Appeals Meeting Schedule – Last Wednesday of the Month at 6:30pm

2024 Bayville Environmental CC Meeting Schedule – Third Thursday of the Month at the Community Center – 88 Bayville Avenue at 7:00pm

Seconded by: Trustee De Natale

Poll of the Board: Trustee Walsh, aye, Trustee Nigro, aye, Trustee De Natale, aye, Trustee Valsecchi, aye, Mayor Minicozzi, aye

RESOLUTION 2023-195

Trustee De Natale moved BE IT RESOLVED to approve the time-and-materials cost estimate from Alessio Pipe & Construction Co., Inc., to replace an old fire hydrant on Bayville Avenue in the vicinity of Centre Island Beach. Said cost estimate includes a new hydrant, two new valves, a new tee, and a new branch at a cost not to exceed \$17,488.50.

Seconded by: Trustee Valsecchi

Poll of the Board: Trustee Walsh, aye, Trustee Nigro, aye, Trustee De Natale, aye, Trustee Valsecchi, aye, Mayor Minicozzi, aye

RESOLUTION 2023-196

Trustee DiBartolomeo arrived at 6:38PM

Trustee Valsecchi moved BE IT RESOLVED to approve the proposal from All Service Heating and Air Conditioning, Inc., to remove and cart away existing boiler in DPW yard for a total cost of \$3500.00.

Seconded by: Trustee Walsh

Poll of the Board: Trustee Walsh, aye, Trustee Nigro, aye, Trustee De Natale, aye, Trustee DiBartolomeo, abstain, Trustee Valsecchi, aye, Mayor Minicozzi, aye

RESOLUTION 2023-197

Trustee DiBartolomeo moved BE IT RESOLVED to approve pending review by the Village Attorney a resolution to adopt a social media policy and designate the Mayor as Social Media Liaison and VCT and DVCT as appointed employees to administer all of the Village's social media accounts.

(Village Attorney reviewed and approved the policy as of December 19, 2023)

Seconded by: Trustee Valsecchi

Poll of the Board: Trustee Walsh, aye, Trustee Nigro, aye, Trustee De Natale, aye, Trustee DiBartolomeo, aye, Trustee Valsecchi, aye, Mayor Minicozzi, aye

RESOLUTION 2023-198

VILLAGE OF BAYVILLE – SOCIAL MEDIA POLICY

Purpose

The Village of Bayville (the "Village") aims to stand at the forefront of emerging media technology. This policy establishes guidelines for the usage of social media to effectively communicate information about the Village to its residents and subscribers using social media websites and applications. The aim of this policy is to facilitate discussion of Village public service, events, activities, projects, and operations by providing members of the public the opportunity to participate through the use of social media technology. This policy includes guidelines governing online conduct and interaction.

Administration

All Village of Bayville's social media sites shall be administered by an appointed Social Media Liaison or appointed Village employee. The establishment and use of Village social media sites by any Village Department is subject to approval by the Mayor and Board of Trustees.

III. Accessibility

All Village social media sites should include a hyperlink to this social media policy. Wherever possible, Village social media sites should link back to the official Village of Bayville website for forms, documents, online services, and other information necessary to conduct business with the Village. The Village's website (<https://bayvilleny.gov>) will remain the Village's primary internet presence and all accompanying social media sites and profiles will always contain links to this site.

IV. Policy

A. Village Social Media Technology Use

1. The Village will approach the use of social media tools and applications as consistently as possible to enhance communication, collaboration, and information exchange and to meet its mission and goals.
2. All social media sites shall adhere to applicable federal, state, county and municipal laws, regulations, and policies.
3. Employees representing the Village, Mayor and/or Board of Trustees on Village social media outlets must conduct themselves at all times to the highest level of professionalism inherent with being a Village employee and in accordance with all applicable village policies.
4. Only the Mayor, Board of Trustee member or an appointed Village employee shall have permission to create, publish, or comment on behalf of the Village.
5. Village social media network accounts shall be created using an official Village email account.
6. Account passwords shall promptly be reset when an employee is removed as an account administrator.

7. A log file containing the name of the social media network, account ID, password, registered email address, date established, authorizing representative, and name of person who created account and agreed to the site's terms of use agreement and/or policy. For existing sites, a record of the current site's usage agreement shall be maintained.
8. Each Village social networking site shall include an introductory statement which clearly specifies the purpose and topical scope of the social network site.
9. Sharing or posting content owned by others shall be performed in accordance with copyright, fair use and established laws pertaining to materials owned by others. This includes but is not limited to quotes, images, documents, links, etc.
10. All social network sites and entries shall clearly indicate that any articles and any other content posted or submitted for posting may be subject to public disclosure.
11. Village use of social media shall be documented and maintained in an easily accessible format that tracks account information and preserves items that may be considered a record subject to disclosure under applicable FOIL law.
12. All appointed Board of Trustees and Village employees shall be trained regarding the terms of this Village policy, including their responsibilities to review content submitted for posting to ensure compliance with the policy.
13. The Social Media Liaison or appointed Village employee will monitor all activity and content on all social media sites to ensure adherence to this policy.
14. All new social media tools proposed for Village use will be approved by the Social Media Liaison.
15. The Social Media Liaison or appointed Village employee may consult with the Village Administrator and Village Attorney to develop specific disclaimers to meet the Village's legal needs. The Village Attorney may also be consulted to determine whether to remove comments that violate this policy.
16. Village social media site administrators shall review site activity and content only during business hours, and thus information conveyed after hours may not be received until the next business day.
17. Village computers, laptops and mobile devices used to access social media sites shall have up-to-date software to protect against destructive technical incidents including but may not be limited to cyber, virus and spyware/adware attacks.
18. Perceived or known compromises to the Village's internal network or social media sites shall be promptly reported to the Mayor, Board of Trustees, Village Attorney and Village Administrator's office.

B. User Behavior

19. All users of the Village Social Media site are also subject to the site hosts own policies. The Village has no control over a third-party site's policies or their modifications. The Village also has no control over content, commercial advertisements, or any other postings produced by the Social Media site that appear on the Village's Social Media site as part of the site's environment. The

Village assumes no liability for any inaccuracies these Social Media sites may contain and does not guarantee that the Social Media sites will be uninterrupted, permanent, or error-free.

20. Comments on topics or issues that do not fall within the jurisdictional purview of the Village are subject to removal by the Social Media Liaison or appointed Village employee.

21. Commenters who continually use defamatory language will, at the discretion of the Village's Social Media Liaison, be removed and blocked from any applicable social media pages.

22. Village social networking content and comments containing any of the following forms of content shall not be allowed for posting and are subject to removal:

- a. Comments not topically related to the particular site, issue, or article being commented upon;
- b. Profane language or content;
- c. Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability, or sexual orientation;
- d. Sexual content or links to sexual content;
- e. Solicitations of commerce;
- f. Conduct or encouragement of illegal activity;
- g. Information that may tend to compromise the safety or security of the public or public systems;
- h. Content that violates a legal ownership interest of any other party;
- i. Comment in support of or in opposition to political campaigns or ballot measures;
- j. Threats to any person or organization;
- k. Encouragement of illegal activity;
- l. Comments that may cause an invasion of privacy;

23. The Village reserves the right to restrict or remove any content that is deemed in violation of this Social Media Policy or any applicable law. Any content removed based on these guidelines will be retained by the Village of Bayville's records retention officer for a reasonable period of time, including the time, date and identity of the poster, when available.

IV. Definitions

SOCIAL MEDIA -- Content created by individuals, using accessible, expandable, and upgradable publishing technologies, through and on the internet. Examples of social media include but are not limited to Facebook, WhatsApp, Instagram, RSS, YouTube, Pinterest, X (formerly Twitter), LinkedIn, Telegram, Flickr, TikTok, blogs, and video blogs.

COMMENTS – Information, articles, pictures, videos, or any other form of communication posted on the Village of Bayville's social media site.

COMMENTER -- A Village of Bayville official, Social Media Liaison, appointed Village staff, or member of the public who submits a comment for posting in response to the content of a particular Village of Bayville article or social media content.

SOCIAL MEDIA LIAISON -- An appointed member of the Village's Board of Trustees, to be in charge and make final decisions of the Village's social media

content, who reviews, authorizes, and allows content submitted by Village authors and public commentators to be posted to a Village social media site.

SOCIAL MEDIA ADMINISTRATOR -- Appointed Social Media Liaison; Appointed Village employee given authorization to update, create, post, remove, edit, etc. the Village of Bayville's Social Media Sites.

Adopted: December 18, 2023

Trustee Valsecchi moved BE IT RESOLVED to approve the proposal dated 12/06/2023 from Walden Environmental Engineering, PLLC D/B/A Walden Associates, to assist the Village of Bayville during the upcoming annual Community Rating System (CRS) recertification process for an estimated cost of \$4500.00.

Seconded by: Trustee DiBartolomeo

Poll of the Board: Trustee Walsh, aye, Trustee Nigro, aye, Trustee De Natale, aye, Trustee DiBartolomeo, aye, Trustee Valsecchi, aye, Mayor Minicozzi, aye

RESOLUTION 2023-199

Trustee DiBartolomeo moved BE IT RESOLVED to approve the proposal dated 12/13/2023 from Advanced Electrical Resources, Ltd. for flagpole installation/wiring project at West Harbor Beach, as outlined in said proposal for a total cost of \$2,375.00.

Seconded by: Trustee Nigro

Poll of the Board: Trustee Walsh, aye, Trustee Nigro, aye, Trustee De Natale, aye, Trustee DiBartolomeo, aye, Trustee Valsecchi, aye, Mayor Minicozzi, aye

RESOLUTION 2023-200

Trustee Valsecchi moved BE IT RESOLVED to authorize the purchase of two 2023 Chevy Silverado 1500's for the Water Department to replace two of its existing vehicles for a total cost of \$148,792.00. This resolution supersedes Resolution 2022-165 passed on September 26, 2022.

Seconded by: Trustee De Natale

Poll of the Board: Trustee Walsh, aye, Trustee Nigro, aye, Trustee De Natale, aye, Trustee DiBartolomeo, aye, Trustee Valsecchi, aye, Mayor Minicozzi, aye

RESOLUTION 2023-201

Trustee DeBartolomeo moved BE IT RESOLVED to approve the proposal from Signs & Things, Inc. to produce and install wraps for the two 2023 Chevy Silverado 1500's being purchased by the Water Department for a total cost of \$6,990.00.

Seconded by: Trustee Valsecchi

Poll of the Board: Trustee Walsh, aye, Trustee Nigro, aye, Trustee De Natale, aye, Trustee DiBartolomeo, aye, Trustee Valsecchi, aye, Mayor Minicozzi, aye

RESOLUTION 2023-202

Trustee Nigro moved BE IT RESOLVED that the following equipment listed:

2002 Ford Expedition

has been inspected and it has been determined that this equipment is no longer needed for municipal purposes; therefore, the Board of Trustees of the Village of Bayville hereby authorize the Village Clerk-Treasurer to sell said property for fair and adequate consideration by sealed bid.

Seconded by: Trustee Valsecchi

Poll of the Board: Trustee Walsh, aye, Trustee Nigro, aye, Trustee De Natale, aye, Trustee DiBartolomeo, aye, Trustee Valsecchi, aye, Mayor Minicozzi, aye

RESOLUTION 2023-203

Trustee Valsecchi moved BE IT RESOLVED to authorize the Mayor to sign and execute an intermunicipal agreement between the Town of Oyster Bay and the Village of Bayville for Dog Warden Services for a period from January 1, 2024, until December 31, 2025.

Seconded by: Trustee De Natale

REGULAR MEETING DECEMBER 18, 2023

Poll of the Board: Trustee Walsh, aye, Trustee Nigro, aye, Trustee De Natale, aye, Trustee DiBartolomeo, aye, Trustee Valsecchi, aye, Mayor Minicozzi, aye

RESOLUTION 2023-204

Trustee Valsecchi moved BE IT RESOLVED to approve the Building Inspector's report dated December 11, 2023 to maintain/improve Pine Park Avenue and Howard Road, both of which are non-through streets, as proposed by Tim Wilson, an authorized representative for petitioners of the Pine Howard Civic Association and set Monday, January 22, 2024 as the date for the first hearing as required by Village Code, Chapter 64, Article III Private Street Improvements.

Seconded by: Trustee DiBartolomeo

Poll of the Board: Trustee Walsh, aye, Trustee Nigro, aye, Trustee De Natale, aye, Trustee DiBartolomeo, aye, Trustee Valsecchi, aye, Mayor Minicozzi, aye

RESOLUTION 2023-205

Trustee DiBartolomeo moved BE IT RESOLVED to close the Regular Meeting at 6:55PM.

Seconded by: Trustee Nigro

Poll of the Board: Trustee Walsh, aye, Trustee Nigro, aye, Trustee De Natale, aye, Trustee DiBartolomeo, aye, Trustee Valsecchi, aye, Mayor Minicozzi, aye

RESOLUTION 2023-206

Respectfully submitted,

Maria Alfano-Hardy
Village Clerk-Treasurer