

**INCORPORATED VILLAGE OF BAYVILLE  
BOARD OF TRUSTEES  
REGULAR MEETING  
JULY 22, 2024**

- ≈ Pledge of Allegiance
- ≈ Warrants and Claims
- ≈ Prior Meeting Minutes
- ≈ Proposal Avrutine & Associates, PLLC
- ≈ Multi-Generational Permit Fees
- ≈ Purchase of Plaque
- ≈ Window Replacement – Village Hall
- ≈ Handicap Ramp – Community Center

**REGULAR MEETING**  
**JUNE 24, 2024**

2024-79 Board approves Warrants and Claims

2024-80 Board accepts prior meetings minutes

2024-81 Board hires Byron Hafner and Kate Herbig as lifeguards at \$17 per hour

2024-82 Board accepts offer of \$525 for the 2002 Ford Expedition

2024-83 Board accepts proposal from Taylor Tree Service to remove 6 dead trees (3 behind Village Hall and 3 along road) for a total of \$4500.00

2024-84 Board amends water tap fee schedule as follows:

Tapping Fee – Two inches or smaller: \$2,500.00

A tapping Fee will apply to new service connections to any Village water main.

Tapping Fee – Larger than two inches: \$4,000.00

A Tapping Fee will cover all administrative costs involved with the review of applications for a large water service, including coordination and review of all submittals to the Health Department.

Inspection of Tap Fee – Larger than two inches: \$1,000.00

An Inspection of Tap Fee will be charged to cover the inspection of a new water service larger than two inches. This includes labor to shut off Village water mains to allow for connection and inspection of private plumber's work on installation.

2024-85 Board closes Regular Meeting at 6:48PM

**ORGANIZATIONAL MEETING**  
**JULY 1, 2024**

2024-86 Board re-appoints Christopher Vivona as Deputy- Village Clerk-Treasurer

2024-87 Any appointed officer of VOB can reside in Nassau County

2024-88 First National Bank of LI and Metropolitan Commercial Bank are designated as Bank Depositaries.

2024-89 Board appoints Prosecuting Attorneys

2024-90 Board designates Newsday as official newspaper.

2024-91 Garden/Beautification appointments

2024-92 A proposed Local Law may be introduced by e-mail.

2024-93 Clerk of the Town of Oyster Bay is designated as the Registrar of Vital Statistics.

2024-94 WHEREAS there is to be held during the coming official year (a) the annual meeting conducted by NYCOM for municipal officials, (b) the training schools for fiscal officers and municipal officers, (c) the training school for fiscal officers and Village officials meetings, etc. and WHEREAS it is determined by the Board of Trustees that attendance by certain municipal officials and employees at one or more of these meetings, conferences or school, benefits the municipality, NOW THEREFORE BE IT SO RESOLVED that this resolution shall take effect immediately. Attendance is authorized under Section 77-B of the General Municipal Law.

2024-95 John Kennedy is appointed as Associate Village Justice

2024-96 Committee of Architectural Review appointments

2024-97 Bayville Environmental Conservation Commission appointments

2024-98 Board approves annual fee of \$10.00 for temporary BAY stickers

2024-99 Planning Board appointments

2024-100 Louis Pillari is appointed to the Cemetery Board

2024-101 Zoning Board of Appeals appointments

2024-102 Audit Commission appointments

2024-103 Boating Committee appointments

2024-104 Museum appointments.

2024-105 Board of Water Commissioners appointed

2024-106 Board sets 2024-25 Trustee meeting schedule:

July 22, 2024	August 26, 2024	September 23, 2024
October 28, 2024	November 25, 2024	December 16, 2024
January 27, 2025	February 24, 2025	March 24, 2025
April 28, 2025	May 19, 2025	June 23, 2025
Organizational Meeting July 7, 2025		

2024-107 Recreation Commission appointments

2024-108 Board sets fixed mileage rate for personal auto use while performing duties

**Mayor Minicozzi makes the following Mayoral appointments, each for a one-year term:**

**Trustee De Natale** is re-appointed as **Deputy Mayor** and as liaison to the **Garden/Beautification Committee, Water Department and Cemetery Board.**

**Trustee Walsh** is re-appointed as liaison to the **Bayville Free Library.**

**Trustee Valsecchi** is re-appointed as liaison to the **Zoning Board of Appeals** and **Museum Board** and **Building Department**.

**Trustee Santoro** is re-appointed as liaison to the **Planning Board**, **Recreation Commission** and **Girl Scouts**.

**Trustee DiBartolomeo** is re-appointed as liaison to the **Bayville Environmental Conservation Commission**.

**Trustee Tucker** is appointed as liaison to the **Boating Committee**, **Boy Scouts**, and **Recreation Commission**.

**Mayor Minicozzi** is re-appointed as liaison to the **Department of Public Works**, **Boy Scouts**, and **Bayville Fire Company #1** and appointed as liaison to the **Committee of Architectural Review**.

2024-109 Board closes Organizational Meeting at 6:51PM.

**AVRUTINE & ASSOCIATES, PLLC**

ATTORNEYS AT LAW

2116 MERRICK AVENUE  
SUITE 2004

MERRICK, NEW YORK 11566  
TELEPHONE (516) 677-9400  
FAX (516) 677-9405

HOWARD D. AVRUTINE

E-MAIL: [hda@avrutinelaw.com](mailto:hda@avrutinelaw.com)

July 1, 2024

Hon. Stephen Minicozzi  
Mayor  
Inc. Village of Bayville  
34 School Street  
Bayville, New York 11709

Re: Special Counsel

Dear Mayor Minicozzi:

It is my continued pleasure to act as Special Counsel for the Inc. Village of Bayville ("Village"). My role as Special Counsel is limited to specific matters as requested by your office and/or by the Village Administrator.

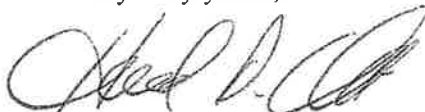
Our legal fees in connection with this work are \$260 per hour for any attorney of the firm and \$145 per hour for any paralegal of the firm. In addition, the Village will defray the cost of any disbursements necessarily incurred in connection with the representation.

Please acknowledge your consent to and agreement with the terms set forth herein by signing a copy of this letter and returning same to me at your earliest convenience.

Please also be advised that the Village has the right to arbitration of any fee dispute in connection with the legal fees charged by this office in accordance with Part 137 of Rules of the Chief Administrator of the Courts of the State of New York.

Thank you for considering our law firm. If you have any questions, please do not hesitate to call.

Very truly yours,



Howard D. Avrutine

HDA/cr  
Enclosures

cc: Maria Alfano-Hardy, Administrator  
Inc. Village of Bayville

INCORPORATED VILLAGE OF BAYVILLE

RENEWAL APPLICATION FOR MULTI-GENERATIONAL PERMIT

RENEWAL FEE \$50.00



# 250

Date: \_\_\_\_\_

Permit # Z- \_\_\_\_\_

Name of Owner(s): \_\_\_\_\_

Telephone: Home \_\_\_\_\_ Business \_\_\_\_\_

Address of Premises with Permit: \_\_\_\_\_

Section: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_

Name(s) of Relative(s): \_\_\_\_\_

Relationship to Owner(s): \_\_\_\_\_

Document/Evidence of Residency \_\_\_\_\_

Is there a Second Kitchen (circle)    Yes    No

The undersigned hereby state that I/we do reside at the above referenced address for which a Special Use Permit has previously been granted.

Under penalty of perjury, I hereby state that all information submitted by me in this application is the truth, to the best of my knowledge.

\_\_\_\_\_  
Signature of Relative

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Signature of Relative

\_\_\_\_\_  
Signature of Owner

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Notary Public



Remit Payment to:  
 Signature Streetscapes  
 2350 South Getty Street  
 Muskegon, MI 49444  
 Toll Free: 1-800-705-1446

# Proposal

Quote Date: 6/26/2024  
 Quote #: 21386

<b>Quoted To:</b>
Signature Streetscapes 2350 South Getty Street Muskegon, MI 49444

**Please reference or include this quote with your payment**

Project Reference		Quote Good	Payment Terms	
Bayville		60 Days	Prepaid Check	
Item ID	Quantity	Description	Unit Price	Amount
PQBZ-2024	1	Cast Bronze Plaque - 20" x 24" with black background and satin polished raised areas, concealed mounting, see approved drawing for detail UPS Ground charge - Tracking #:	1,671.00	1,671.00
UPS	1		125.00	125.00
			<b>Total</b>	<b>\$1,796.00</b>

Signature Streetscapes must approve any changes, additions or deletions made to this proposal as they may effect final price. All products ship FOB Muskegon, Michigan with freight charges added to the final invoice unless otherwise stated. This proposal does not include taxes, if any. Orders under \$10,000 require payment in full to begin production. Orders over 10k require 50% deposit to begin with balance due at time of shipment. Credit card payments are subject to a 4% processing fee. If it becomes necessary to institute legal action or involve a collection agency to enforce payment, buyer agrees to reimburse seller for all costs and attorney fees. This quote is based on receiving order within 60 days. Returned items in "like new" condition are subject to 25% restocking fee.

**Thank-You For Contacting Us!**



Smith Graphics Incorporated

Town of Bayville

July 10, 2024

Re: Bronze Plaque

QUOTATION

As per specification submitted to us, we shall furnish only the following:

**Item 1:** 1 unit cast bronze plaque 20” wide x 24” high with leatherette background texture, with black background color, with satin bronze raised letters and border. Plaque set up for blind pin mounting with mounting for “Brickowski” plaque.

@ \$ 3,250.00

Add Alternate: Provide “polished” finish on the face of letters and border

@ 805.00  
\$ 4,055.00

Shipping 185.00  
\$ 4,240.00

*Delivery: Approximately 4-6 weeks after proof approval. The above shipping cost is approximate, would be billed at actual.*



ⓧ Please review your quote information and then click 'Next'.

Next



\$10,205.00



### Window World of Long Island

33 Hempstead Turnpike  
Farmingdale, NY 11735

(516) 377-3500

1-800 NEXT WINDOW | [www.windowworldofli.com](http://www.windowworldofli.com)



### Homeowners Information

- Incorporated Village of Bayville
- 34 School St
- Bayville, NY 11709
- 
- 
- Installing:
- Windows
- 
- 

WW Ross Burwasser

### Quote Information

Quote Date:	07/12/2024	Payment Method:	
Quote Expiration Date:	09/10/2024	Deposit:	\$0.00
		Check Number:	
		Lender:	Financed Amount: \$0.00

Comments

Product	Product Category	Description	Taxable	Quantity	Price	Extension
4250 Series Double Hung < 92 UI	Windows	4250 Series Double Hung < 92 UI	N	9	\$750.00	\$6,750.00
4250 Series Double Hung 92 to 100 UI	Windows	XL Double Hung 92 to 100 UI	N	2	\$850.00	\$1,700.00
Spray Foam Insulate	Windows	Spray Foam Insulate	N	11	\$5.00	\$55.00
Lifetime Screen Warranty	Windows	Lifetime Screen Warranty	N	1	\$100.00	\$100.00
Miscellaneous Discount	Windows	Price adjustment	N	0	\$0.00	\$0.00

PROPOSAL

DeVito's & Son's Inc.  
HOME IMPROVEMENT  
SUFFOLK LICENSE # 28805HI  
Nassau License # H0442890000  
The city of Long Beach license #5618  
New York City license #1408928  
Insured/ Free Estimates

#2

www.devitoshomeimprovement.com

The Incorporated Village of Bayville

34 School Street

Bayville, NY 11709

(516) 807-9953

Email: [sminicozzi@bayvilleny.-gov](mailto:sminicozzi@bayvilleny.-gov)

- (11) White vinyl double hung replacement windows with Low E
- (11) Windows with full colonial grids
- (2) windows with full obscure glass
- (11) windows capped in white G8
- (11) windows with spray foam insulate
- Note: woodwork extra if needed

We propose hereby to furnish material and labor- complete in accordance with the above specifications for the sum of \$10,263.00

**You the buyer have 3 working days to cancel this sale upon notifying DeVito's H.I. by return receipt mail.**

Respectfully submitted \_\_\_\_\_

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Date of acceptance \_\_\_\_\_

Signature \_\_\_\_\_

Signature \_\_\_\_\_



07/08/2024 11:51 AM  
Quote #5309058  
Prepared by: Michael Cunningham  
Offer Good Through: August 2, 2024

# Steve Minicozzi Project

3

\$12,957.00

### Additional Project Details

Field Technical Review (FTR):	<i>Pass Through</i>	Quantity 1
<b>LEAD SAFE:</b>	<i>P.T.</i>	Quantity 11
Ladder Jacks:		Quantity 3

<i>1-Initial Visit Discount Savings:</i>	<b>-\$1,442</b>
<i>2-Volume Discount Savings:</i>	<b>-\$652</b>
<i>3-Cash Discount Savings:</i>	<b>-\$1,227</b>

<b>You Save:</b>	<b>\$3,321</b>
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Your Price: **\$12,957**



# TONY & NICK Landscape & Masonry

10 Private Dr, Bayville, NY 11709  
Phone 516-510-7799

RECEIVED  
INCORPORATED VILLAGE  
OF BAYVILLE

2024 JUL 16 A 8:30

VILLAGE CLERK-TREASURER

Attn: Mr. Minicozzi  
Village of Bayville  
Bayville, NY 11709

DATE	DESCRIPTION	CHARGES
7/15/2024	<p align="center"><b>Masonry work at community center</b></p> <p>1) Installing handicap ramp            2) Installing cement platform            3) Installing steel railings and hand railings</p> <p align="right">total tax</p> <p>Any extras will be added to billing :</p>	<p align="right">\$13,780.00</p>
<i>Totals:</i>		<b>\$13,780.00</b>

*Terms: Full payment is expected after job completion and upon receipt of billing statement.*



**VEGA HOME**  
**IMPROVEMENT Inc.**

516.637.6477 @Vega\_home\_improvements

- BRICKS
- CONCRETE
- STOOPS
- DRIVEWAY
- PATIO'S DESIGN

Estimate

Invoice

Date: 7-17-24

Phone: \_\_\_\_\_

Lic#: \_\_\_\_\_

Customer: The Village of Bayville

Address: \_\_\_\_\_

DESCRIPTION	AMOUNT
Concrete work RAILING	
Attached New concrete to the existing landing	
Rise labels EXTEND CONCRETE	
build RAMP 42 INCH WIDE PUT REBAR STEEL POUR CEMENT AND RAILINGS	
TOTAL \$ 19,480	
SUBTOTAL	
TAX	
DEPOSIT	
BALANCE	

We Propose hereby to furnish material and labor-complete in accordance with the above specifications for the sum of: \$\_\_\_\_\_ Dollars

With payments to be made as follows: \_\_\_\_\_

Any alteration or deviation from above specifications involving extra Costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control

Respectfully submitted \_\_\_\_\_

Note this proposal may be withdraw by us if not accept within \_\_\_\_\_ days.

"YOU, THE BUYER, MAY CANCEL THIS TRANSACTION AT ANY TIME PRIOR TO MIDNIGHT OF THE THIRD BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION. SEE THE ATTACHED NOTICE OF CANCELLATION FORM FOR AN EXPLANATION OF THIS RIGHT".

**ACCEPTANCE OF PROPOSAL / CONTRACT**

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature Subrao Vega

Date of Acceptance \_\_\_\_\_

Signature \_\_\_\_\_

# FZ Home Improvement Contractors

7/12/24

Incorporated Village of Bayville  
34 School Street  
Bayville NY 11771  
Attn Mayor Minicozzi

Proposal for addition of Handicap Ramp at The Bayville Community Center, 88 Bayville Ave .

FZ will;

- Provide and install approximately 4 inches thick cement on top of existing patio
- Construct 3 even cement steps
- Construct handicap ramp on left side of patio
- Stucco sides of patio
- Provide and install metal railings on Patio and Ramp.
- Remove all Debris

All work will take place on a Wednesday to Saturday schedule to not interfere with Community Center Events

Total \$16,100