

CHECK ID	PAY TYPE	PAID TO THE ORDER OF/DESC	CHECK AMOUNT
1	C	MOONEY, RICHARD	800.00
1	C	MC HUGHES, RICHARD	700.00
1	C	SCANLON, KIMBERLY	1,606.42
1	C	CSEA EMPLOYEE BENEFITS	11,504.82
1	C	L.I. VILLAGE CLERKS &	70.00
1	C	METLIFE-GROUP BENEFITS	813.15
1	C	A T & T	118.05
1	C	ACCURATE FIRE EQUIPMENT CORP.	393.00
1	C	ADVANCE AUTO PARTS	12.98
1	C	AMSTERDAM PRINTING & LITHO	150.68
1	C	BARNWELL HOUSE OF TIRES	4,855.48
1	C	BEST HARDWARE & MILL SUPPLIES	249.50
1	C	BLANK SLATE MEDIA LLC	161.31
1	C	BOWEN AUTO ELECTRIC, INC.	84.00
1	C	BRAKE SERVICE GROUP	265.72
1	C	CAPPY'S PAINT & WALLPAPER	179.11
1	C	CHIEF FIRE & RESCUE APPARATUS SALES,INC	1,360.00
1	C	CITY OF BUFFALO	124.10
1	C	COGAN MD, FREDRIC	247.50
1	C	CORVEL - CORPORATE	110.00
1	C	DIGIT SIGNAGE TECHNOLOGIES CORP.	1,550.00
1	C	E & K PRINTING	696.00
1	C	EBERHARD-VOELLM NURSERIES, INC.	1,363.50
1	C	ERIC O'CONNOR	2,237.62
1	C	FASTENAL	322.33
1	C	FIRE-END & CROKER CORPORATION	20,008.80
1	C	FIVE COUNTY TRUCK TIRE SERVICE, INC.	210.50
1	C	FLEETPRIDE	370.84
1	C	G. E. PICKERING, INC.	1,898.82
1	C	GARDEN WORLD, INC.	280.70
1	C	GLENCO SUPPLY INC.	4,744.00
1	C	GLOBAL MONTELLO GROUP	7,365.60
1	C	GOPHER	420.00
1	C	GRAINGER	28.98
1	C	GREEN, JAMES	6,215.00
1	C	HAMERMAN, BRIAN	2,835.37
1	C	HEMPSTEAD FORD LINCOLN MERCURY	1,445.68
1	C	INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS	185.00
1	C	ISLAND PUMP & TANK CORP.	9,566.81
1	C	IWORQ SYSTEMS INC.	24,000.00
1	C	JAGDISH PATEL	50.00
1	C	KEN FAIRBEN	58.50
1	C	L.I. SANITATION EQUIPMENT CO.	510.29
1	C	LIFFCO POWER EQUIPMENT	144.48
1	C	METER PRODUCTS CO., INC.	110.00
1	C	MILENA'S GARDEN CENTER	175.00

1 C	MINEOLA BICYCLE FITNESS & MOWER	559.98
1 C	MOTOROLA SOLUTIONS	3,999.50
1 C	NEVILLE FLEET SERVICE	8,423.55
1 C	NICOLE DISTEFANO	75.00
1 C	NJ MC CANN PLUMBING & HEATING	410.00
1 C	NY CONFERENCE OF MAYORS	50.00
1 C	OMNI RECYCLING OF WESTBURY, INC.	11,259.20
1 C	OPTIMUM	115.11
1 C	OPTIMUM	100.75
1 C	ORLIN & COHEN MEDICAL	212.80
1 C	PARAMOUNT TOOL & EQUIPMENT CORP.	701.84
1 C	PARTS AUTHORITY	337.65
1 C	PHOENIX BUILDING PRODUCTS, INC.	489.93
1 C	QUADIENT LEASING USA, INC	554.25
1 C	ROSALEEN SHEA	84.40
1 C	SAGAMORE LIGHTS INC	520.00
1 C	SALERNO BROKERAGE CORP.	8,202.34
1 C	SPRAGUE OPERATING RESOURCES LLC	12,226.58
1 C	STAPLES CONTRACT & COMMERCIAL	693.71
1 C	SUMMIT PHYSICAL THERAPY	229.20
1 C	SUPERIOR CONTRACTING & IRRIGATION	750.00
1 C	SUSAN REILLY	1,150.00
1 C	SYOSSET TRUCK SALES, INC.	6,809.59
1 C	THE HARTFORD	770.00
1 C	TOWN OF HEMPSTEAD DEPARTMENT OF SANITATION	65,944.88
1 C	UBS FINANCIAL SERVICE INC	58,098.77
1 C	VAN BUREN GMC SALES CORP.	100.54
1 C	WALSH, SUSAN	1,277.50
1 C	WESTBURY PAPER STOCK	17,037.18
	General Total	<hr/> 311,783.89
2 C	RAEL SPRINKLER MAINTENANCE CORP.	2,175.00
	Pool Total	<hr/> 2,175.00
8 C	MACEDO CONTRACTING SERVICES INC.	433,107.91
	Capital Total	<hr/> 433,107.91
	Total Register	<hr/> <hr/> 747,066.80

INCORPORATED VILLAGE OF FLORAL PARK
Board of Trustees Minutes
October 18, 2022 - 8:00 PM
Village Hall Courtroom

Join Zoom Meeting

<https://us02web.zoom.us/j/86882876389?pwd=VIM1dGh2TXBnT2xrb0ZKU92WXIyZz09>

Meeting ID: 868 8287 6389, Passcode: 995359; Dial: +1 646 931 3860 US; Meeting ID: 868 8287 6389, Passcode: 995359.

Mayor Fitzgerald opened the regular meeting at 8 pm with the Pledge of Allegiance. Mayor Fitzgerald requested a moment of silence to remember resident, Delanie Fekert who recently passed away in the prime of her life and to remember the Fekert family who are such an integral part of our Village.

Present were Mayor Kevin Fitzgerald, Trustees Lynn Pombonyo, Frank Chiara, Jennifer Stewart and Michael Longobardi, Village Administrator Gerard Bambrick, Village Clerk Susan Walsh, Deputy Village Clerk Rosaleen Shea, Superintendent of Buildings Renee Marcus, Police Commissioner Stephen McAllister, Library Director Patricia Eren, Library Board President John Breheny and Village Attorney John Ryan. DPW Superintendent Kevin Ginnane was excused.

Before the start of the regular meeting, Mayor Fitzgerald announced that the Board was recognizing and honoring Library employee, Jane Zuckerman for her 25 years of service to the Village with the New York Conference of Mayors Service Award Certificate.

Immediately following the presentation, Mayor Fitzgerald opened the regular meeting. He announced that prior to moving the agenda, the residents have the opportunity to make comments or ask questions on items that are on the agenda only. There being none, Mayor Fitzgerald then moved the agenda.

On motion by Trustee Pombonyo, seconded by Trustee Chiara, and carried unanimously, the Board approved the Regular Board of Trustees' Minutes and Public Hearing Minutes – Local Law #3 of 2022, both held on Tuesday, October 4, 2022.

Trustee Chiara offered Resolution No. 2022-189 to approve the Schedule of Accounts Payable as follows:

General Fund	\$1,220,731.17
Pool Fund	\$ 8,884.75
Capital Fund	<u>\$1,107,444.95</u>
Total	\$2,337,060.87

The Resolution was seconded by Trustee Stewart and adopted on roll call as follows:

Trustee Pombonyo	- Aye
Trustee Chiara	- Aye
Trustee Stewart	- Aye
Trustee Longobardi	- Aye
Mayor Fitzgerald	- Aye

On motion by Trustee Stewart, seconded by Trustee Longobardi and carried, the Board approved/ratified the requests to use public facilities subject to receipt of certificate of insurance and CDC and Department of Health Guidelines as follows:

- i. Floral Park Junior Woman's Club to use Memorial Park on Friday, December 2, 2022 to hold their annual Christmas Tree Lighting event at 6:00 pm in coordination with the FP Chamber of Commerce's Winter Festival;
- ii. Floral Park Chamber of Commerce to use Memorial Park on Friday, December 2, 2022 to hold the annual Winter Festival from 5:00 pm to 9:00 pm in conjunction with the Floral Park Junior Woman's Club's Christmas Tree Lighting and that permission is granted to sell food and mulled cider during the festival;
- iii. Floral Park American Legion Post #334 to hold its Veterans' Day March ceremony on Friday, November 11, 2022 beginning at the Atlantic Avenue extension along Tulip Avenue to Memorial Park;
- iv. Village of Floral Park to use Firefighters' Hall for a memorial gathering on Saturday, October 15, 2022 commencing at 11:00 am subject to receipt of certificate of insurance and payment of all personnel expenses incurred; and
- v. Floral Park Library to use the Recreation Center's parking lot opposite the tennis courts on Thursday, December 7, 2022 for a bus pick up/drop off for the trip to the Botanical Gardens.

Trustee Longobardi offered Resolution No. 2022-190 to approve the purchase of Toro Infield Pro (field conditioner) in the amount of \$28,875.03 for the Recreation Center under New York State contract and authorize the Mayor or Village Administrator to sign said contract.

The Resolution was seconded by Trustee Pombonyo and adopted on roll call as follows:

Trustee Pombonyo	- Aye
Trustee Chiara	- Aye
Trustee Stewart	- Aye
Trustee Longobardi	- Aye
Mayor Fitzgerald	- Aye

Trustee Pombonyo offered Resolution No. 2022-191 to adopt a resolution to amend the hours to park on Aspen Street at Raff and Landau Avenues under Section 96-88 Schedule XVI: Parking Prohibited Certain Hours - in accordance with the provisions of Chapter 96-20 wherein no person shall park a vehicle between the hours listed below:

<u>Name of Street</u>	<u>Side</u>	<u>Hours/Day</u>	<u>Location</u>
Aspen Street	North	8:00 a.m. to 12 noon/ School days	80' East of Raff Ave
Aspen Street	South	8:00 a.m. to 12 noon/ School days	20' West of Landau Ave
Aspen Street	South	8:00 a.m. to 12 noon/ School days	60' East of Raff Ave

The Resolution was seconded by Trustee Chiara and adopted on roll call as follows:

Trustee Pombonyo - Aye
 Trustee Chiara - Aye
 Trustee Stewart - Aye
 Trustee Longobardi - Aye
 Mayor Fitzgerald - Aye

Trustee Chiara offered Resolution No. 2022-192 to authorize Change Order Nos. 1 - 3 for Palace Electric Contractors for the Recreation Center electric field upgrades:

Change Order #1 - \$12,720.00 for upgrade at the blockhouse at Recreation Center;
 Change Order #2 - \$ 8,102.00 for replacement of existing electrical service, new panels& new cabinet; and
 Change Order #3 - \$ 5,624.96 for grounding of wires required by code.
 Total CO's \$13,726.96 less \$5,000.00 contract allowance thereby having a balance of \$8,726.96 required for additional funding.

The Resolution was seconded by Trustee Stewart and adopted on roll call as follows:

Trustee Pombonyo - Aye
 Trustee Chiara - Aye
 Trustee Stewart - Aye
 Trustee Longobardi - Aye
 Mayor Fitzgerald - Aye

Trustee Stewart offered Resolution No. 2022-193 to authorize refund requests to the following individuals:

- i. N. DiStefano in the amount of \$75.00 (block party & sound device fees) due to cancelling the block party on Oak Street; and
- ii. J. Patel in the amount of \$50.00 for an overpayment of building department permit fee.

The Resolution was seconded by Trustee Longobardi and adopted on roll call as follows:

Trustee Pombonyo - Aye
 Trustee Chiara - Aye
 Trustee Stewart - Aye
 Trustee Longobardi - Aye
 Mayor Fitzgerald - Aye

Trustee Longobardi offered Resolution No. 2022-194 to adopt a resolution wherein the Village Election will take place on Tuesday, March 21, 2023 between the hours of 12 noon and 9:00 pm with the following offices to be filled for the following terms:

<u>OFFICE</u>	<u>TERM</u>
Mayor	Two (2) years
Trustee	Two (2) years
Trustee	Two (2) years
Village Justice	Four (4) years

The Resolution was seconded by Trustee Stewart and adopted on roll call as follows:

Trustee Pombonyo - Aye
 Trustee Chiara - Aye
 Trustee Stewart - Aye
 Trustee Longobardi - Aye
 Mayor Fitzgerald - Aye

Trustee Pombonyo offered Resolution No. 2022-195 to authorize the request from the Floral Park and Covert Avenue Chambers of Commerce to waive meter fees all day in the business districts throughout the Village on Small Business Saturday to be held on Saturday, November 26, 2022.

The Resolution was seconded by Trustee Chiara and adopted on roll call as follows:

Trustee Pombonyo - Aye

Trustee Chiara - Aye
Trustee Stewart - Aye
Trustee Longobardi - Aye
Mayor Fitzgerald - Aye

Trustee Chiara offered Resolution No. 2022-196 to authorize the payment of termination pay for retired Police Officer Robert Hayes who retired on August 29, 2022 as outlined on the Police Officer Termination Pay Calculation dated October 14, 2022 and in accordance with the PBA Collective Bargaining Agreement.

The Resolution was seconded by Trustee Stewart and adopted on roll call as follows:

Trustee Pombonyo - Aye
Trustee Chiara - Aye
Trustee Stewart - Aye
Trustee Longobardi - Aye
Mayor Fitzgerald - Aye

Trustee Stewart offered Resolution No. 2022-197 to approve the retention of Islandwide Engineering and Land Surveying for professional services for various drainage, reconstruction of curbing and handicap ramps and repairs to asphalt (to alleviate flooding) projects village wide as outlined in the proposal and authorize the Mayor or Village Administrator to sign said proposal.

The Resolution was seconded by Trustee Longobardi and adopted on roll call as follows:

Trustee Pombonyo - Aye
Trustee Chiara - Aye
Trustee Stewart - Aye
Trustee Longobardi - Aye
Mayor Fitzgerald - Aye

Trustee Longobardi offered Resolution No. 2022-198 to approve Brendan Shanahan as a new member of the Floral Park Volunteer Fire Department having received arson clearances from the Nassau County Sheriff's Office, background checks from the Floral Park Police Department, and medical clearances from Dr. Cogan.

The Resolution was seconded by Trustee Pombonyo and adopted on roll call as follows:

Trustee Pombonyo - Aye
Trustee Chiara - Aye
Trustee Stewart - Aye
Trustee Longobardi - Aye
Mayor Fitzgerald - Aye

Trustee Pombonyo offered Resolution No. 2022-199 to authorize the Mayor or Village Administrator to sign an Agreement with Altice wherein Altice is granted permission to install equipment on Pool/Garage Road for a one-time payment of \$5,000.00 under the direction of Superintendent of Buildings.

The Resolution was seconded by Trustee Chiara and adopted on roll call as follows:

Trustee Pombonyo - Aye
Trustee Chiara - Aye
Trustee Stewart - Aye
Trustee Longobardi - Aye
Mayor Fitzgerald - Aye

Trustee Lynn Pombonyo

Fire Department

October is Fire Prevention Month and our Floral Park Fire Department continues to focus on education. At the October 11th Floral Park-Bellerose Board of Education meeting, Chief of Department James Dodson spoke to the FPBSD Board, staff and residents about important fire prevention and safety measures. These included awareness of the flammable materials in homes and cars that burn very quickly, making an immediate escape from a burning structure critical to survival; keeping doors closed to insure that, should a fire occur, it will be contained; placing laptop computers on solid surfaces, allowing them to vent the heat, while placing them on beds or upholstery may prevent that from happening, instead, causing the heat to build up inside the machine; making sure that working, up-to-date smoke/carbon monoxide detectors are placed strategically throughout homes and businesses; and many more. Chief Dodson was thanked for his service and timely, important advice to all.

In October, FPFDD also observed one of New York State's required fire drills and evacuations in each of our four Village schools. After all our students exited the buildings quickly and safely, FPFDD members met with them, announced the fire prevention poster contest winners, and discussed this year's theme, escape planning from a house fire.

On Sunday, October 16th, Assistant Chief Eric O'Connor led fellow firefighters and rescue company members in Open House activities to promote greater awareness of fire safety and FPDF operations. Many families attended the Open House and toured our fire engines, ambulance and a police car. They practiced escaping from smoke in a fire department smoke house and using a fire hose to put water on a designated target; watched as our firefighters extinguished two car fires, then extricated trapped "passengers" in a car, with Rescue's EMTs offering medical assistance; and many other informative, interesting scenarios. All the while, Trustee and Former Chief Mike Longobardi and his FPDF colleagues recruited community members who are interested in the fire service. That volunteer service is crucial in our Village, and we will continue to recruit vigorously. A highlight was a delicious barbecue, enjoyed by all. Thanks to our Chiefs and FPDF for educating us in addition to protecting us.

Go to fpw.org for more fire safety information, and remember the 2022 theme: **Fire Won't Wait. Plan Your Escape.**

Department of Public Works

As the cold weather sets in, hot patching and certain road repairs are coming to an end.

Leaf crews are going throughout our neighborhoods collecting leaves on Village roads. All are reminded that leaves raked on private property should not be pushed into the streets. Rather, place them in clear plastic bags and put them out on the curb on your Sanitation Department yard waste day (which is the collection day opposite your recycling day). Professional landscapers, who remove leaves from our Village private properties, must take them away.

Fall is tree planting season so, in the coming weeks, new trees will be planted on the roads that have been reconstructed. There will also be Village wide tree planting at the curb lines. If you'd like a new tree, please call DPW at 516-326-6320.

Chambers of Commerce and Our Businesses

Thanks to all for coming out to enjoy this past Saturday's Covert Chamber of Commerce Street Fair. Hundreds, and maybe more, spent a perfect autumn day visiting our businesses, spending time with family and friends, and SHOPPING AND DINING LOCAL. Thanks goes to our high energy Covert Chamber leadership: Rene Jorglewich, Cathy Grasman, Magdalena Chen, Nancy Millus and Anne Musso; the Village Hall staffs of Floral Park and Stewart Manor; the VFP and VSM DPWs; and the VFP and Nassau County Police Departments for making our long-awaited street fair happen again in a really big way.

For our business people in Floral Park and Stewart Manor, the next Covert Avenue Chamber meeting is scheduled for Tuesday evening, October 25th (check covertavenuechamber.org for the details). The Floral Park Chamber will network at a breakfast meeting on Thursday, November 3rd, 8am at the Bridge Community Church on Harvard Street.

And, for our children, the Covert Chamber is hosting its annual Treat Trail on Saturday, October 29th from 11am to 1pm. Follow the blue pumpkins on the Covert Avenue store windows, and get your allergy free treats. Then, when you complete your Treat Trail, see the Centennial Gardens invitation below...

Conservation Society and Centennial Gardens

...Our Floral Park Conservation Society invites all to Centennial Gardens for the always enchanting and popular Fairie Forest Festival from 1 to 4pm on the 29th. Follow the fairie trail, be amazed by all the magical stories, and collect fairie tokens. Refreshments at the end of the fairie trail. Be sure to wear your wings and costumes!

AARP (American Association of Retired Persons)

Thanks to Floral Park Library Director Pat Eren, the adult programs' Ellen O'Brien, and the Friends of the Library's very own Maria Tetro for their upbeat presentation about our library and its hundreds of exciting features for adults and children. If your organization is interested in this wonderful library talk, please contact our Floral Park Library to find out how you can make this happen.

Floral Park-Bellerose School District Applause

This is School Board Recognition Week in New York State. Our Village Board was proud to honor our School Board members, President Kierez, Vice President O'Donohue, and Trustees Trentacoste, Culotta and Peltonen, with a Proclamation commending them for their dedicated service to our children and significant contributions to our communities. We wish our School Board continued success and great joy in guiding our students as they create their futures.

Trustee Frank Chiara

CREW

On Tuesday 10/18/2022, Deputy Mayor Pombonyo, members of CREW (Coalition of Recourses for Education and Wellness) and myself attended a Seesaw program presented by the Sewanhaka High School District at Sewanhaka high school. The program offered a panel discussion on Raising Resilient and Responsible Teens for parents and guardians of the school district children.

The panel was put together and coordinated by Mr. John Kenny, Director of Alternative Education and consisted of a school psychiatrist, psychologist, social worker, school counselor, parent volunteer and a very impressive student from the class of 2022. The panelists all presented themselves well on the topic of how to raise resilient and responsible teens. They spoke of some of the difficulties of being a parent and how a parent can model resilient behavior to their children. They offered suggestions on the use of cell phones and caution about some of the questionable websites that the teens maybe accessing. The panelists reflected on their own life experiences which made a connection with the audience. They were very informative and made sure that the parents were made aware of all the services available to their children.

We are very fortunate to have such highly qualified professionals and more importantly very caring individuals in all our schools that are educating and caring for our children. Thank you to Mr. Kenny and all the panelists for this very informative program.

New Residents Committee

I would like to send my compliments to the Covert Street fair organizers, the Street Fair turned out really nice, was well organized and was very enjoyable. The Covert Chamber and all who participated, including our DPW workers and our Police, did a fantastic job. The sunny skies contributed to the great day on Covert Avenue. Everyone that attended appeared to be having a lot of fun. It was a really fun event.

I would also like to THANK members of the New Residents Committee for staffing a table at the fair, offering a welcome and information on the Village to all who stopped by. Thank you to Anne Musso, Darlene Lanza, Lisa and Betsy Boutis for spending the day welcoming our residents.

Trustee Jennifer Stewart

Good evening everyone, thank you for coming out tonight.

Thank you to the Covert Avenue Chamber of Commerce for a wonderful street fair. It was so fun to see so many residents enjoying all the street fair had to offer. Thank you to FPPD and DPW for their hard work and for coordinating their efforts with their Nassau County counterparts.

Thank you to Probational Firefighter Brendan Shanahan. Brendan is the second generation in his family to volunteer for the FPPD and we are grateful to him for volunteering to serve our community. Stay safe.

Recreation Center

Earlier in the evening the Board approved the purchase of a field conditioner. This is an important tool that the Recreation staff uses to keep the fields in game ready condition.

As our fall sports continue, they do so mindful of the disruptions that may occur as we expect groundbreaking on the new multi-purpose rink in the coming weeks, thank you to all managers, coaches, parents, and players for your flexibility during this process. Superintendent Kurt Meyfohr and his crew painted pickleball lines on volleyball court B to allow for additional play there during the rink construction. Please keep in mind that outside of scheduled hockey games, the recreation center closes at dusk.

Unfortunately, the elevator in the Recreation/Pool building is not operational right now. Our elevator company has been in and is now waiting for a part, the hope is it will be fully repaired by the end of the week. Please keep that in mind if you are attending any meetings or events in the Recreation building.

LIRR/MTA

At this time, the LIRR and 3TC are adamant that they must have a vehicular gate at the Tunnel Street location where there previously was only a pedestrian gate. The Village continues to campaign for restoration of Tunnel Street to the way it was prior to construction. Please continue to log your concerns, comments, and questions at MTA.org, let the MTA/LIRR know your concerns about the vehicle gate and any other concerns you have, especially regarding safety.

Trustee Michael Longobardi

Floral Park Library

The Library has launched its new homepage for the website. The page provides easy to read links to many services provided by the library including the online database, links to museum passes, library catalog, newsletter and much more. Visit the website to see the new layout and all the library has to offer. Please click the link to sign up for library updates and receive emails about events and activities.

Construction upgrades are set to begin shortly on the library. These include the new ADA ramp and front entrances as well as a new roof. The library director and board are making plans to minimize any inconveniences during these projects. Please pay attention to signs and directions during that time as we work to upgrade access to the library.

Some upcoming events include Halloween Craft time, haunted theaters of Broadway stories, Halloween Storytime for 3 and 4 year olds, and Monday Movie Matinee: Death on the Nile. October 26th is trivia night; tickets are available and must be purchased ahead of time. Details for these and many other events are listed on the library website:

WWW.FloralParkLibrary.org.

Four Village Studio 4VS

“Sandy: 10 Years after!” is 30 minutes of photos and videos that captured local damage and cleanup days after the storm highlighting all the hard work by our various village departments as well as our residents to restore our great village. It will debut Monday October 24th at 9pm.

The studio currently has openings for High School students residing within the four-village area to join the volunteer staff. Students age 15 or older can join the staff and learn how the studio operates while getting real hands-on experience as well as learn about a possible career in production. No experience necessary. Please call 516-326-1150 or email the studio if interested.

As always, please visit www.4vs.org for the complete list of shows, dates, and times.

Mayor Kevin Fitzgerald

Thank you to the Covert Avenue Chamber of Commerce for hosting a wonderful Street Fair this past Saturday. It was well attended and special thanks goes to everyone in the Chamber, the Village staff and DPW, and the Police Department for all of their efforts organizing the Street Fair – it is not an easy feat. I would like to acknowledge all of the efforts of both the Covert Avenue and Floral Park Chambers of Commerce for their contributions to making the Village, its businesses and surrounding communities so strong and vibrant. Thank you for all that you do. We look forward to the Floral Park Chamber's Tree Lighting and Winter Festival coming up in December.

The Village is still in discussions with the MTA/LIRR/3TC regarding the Tunnel Street gate plus a list of items related to the completion of the railroad projects in Floral Park. As I mentioned previously, Trustee Stewart and Village Administrator Bambrick are monitoring everything closely and are in daily contact regarding details to ensure that the commitments made to the Village are concluded positively.

I would like to commend Deputy Mayor Pombonyo and Trustee Frank Chiara for all that they do for the Coalition of Resources for Education and Wellness Committee (CREW). CREW is dedicated to coordinating village resources by and among the schools, police, and village departments focused on providing support and opportunities to the youth in our community. This committee may go "under the radar", however, its mission and work are vital to our families and our kids. Thank you for all of your hard work.

Thank you to Felix Procacci, "Just the Facts Media" and Brandon Duffy from Blank Slate Media for attending the meeting tonight.

The Mayor re-opened the meeting for public session at 8:40 pm. At 8:45 pm Trustee Pombonyo motioned to go into Executive Session, seconded by Trustee Chiara and carried unanimously, the Board went into Executive Session.

Present were Mayor Kevin M. Fitzgerald, Trustees Lynn Pombonyo, Frank Chiara, Jennifer Stewart and Mike Longobardi, Village Administrator Gerry Bambrick, Village Clerk Susan Walsh, Village Attorney John Ryan, Superintendent of Buildings Renee Marcus and Commissioner Stephen McAllister.

The Board discussed police and building department personnel and litigation matters. Trustee Stewart motioned to come out of Executive Session, seconded by Trustee Longobardi and carried unanimously. No action was taken.

The meeting ended at 11:25 pm.

Susan Walsh
Village Clerk

October 2022

Mr. Gerard M. Bambrick
Incorporated Village of Floral Park
1 Floral Boulevard
P.O. Box 27
Floral Park, NY 11002

Re: Service Award Program 2022-2023 Service Fee Agreement

Dear Mr. Bambrick:

In 2022, Penflex welcomed the opportunity to reconnect with our clients through in-person meetings, at trade shows, and attending trainings together. Also, many of our clients, including ourselves, perfected the art of conducting effective virtual meetings this year. No matter how we've interacted with our clients, two constants remain: one is the level of passion that you all continue to exhibit in serving your communities, and the second is the level of dedication and commitment Penflex has in serving you, our clients! Penflex continues to provide continuity and consistency to our clients when administering their LOSAP program.

Enclosed, please find our service fee agreement for the new administration year, which sets forth the fees for actuarial and administration services for your program. As with every year, Penflex is excited to service and remain a trusted partner for our clients.

Over the last year, Penflex continued to leverage the resources of a large company like McNeil & Company while still operating autonomously and providing a small firm feel, focused on being available and attentive to our clients. To highlight some technology advancements, Penflex now offers online training with a tracking management program with 24/7 access to a wide variety of courses for volunteers, all free of charge to the plan sponsor. Additionally, clients can now utilize a secure client portal which allows the sharing of the plan, client, and participant information electronically. If you want more information on these enhancements, please get in touch with Penflex staff. Behind the scenes, one of the most significant technological investments was for Penflex to move onto the McNeil Information Security Platform. The new platform allows for participant information to be monitored in a 24/7 manner that no other independent organizations would have the resources to accomplish. In today's environment, protecting participant information is paramount, and our clients can rest assured that Penflex, in conjunction with McNeil, offers a robust technology security infrastructure.

Indeed, the cornerstone of Penflex has always been the level of knowledge, experience, and expertise our staff exhibits when working with our clients in addressing their LOSAP needs and questions. Since last year, Penflex added two new staff members, with one associate holding the highest actuarial credential (Fellow of the Society of Actuaries). The influx of new staff, experience, and ideas directly contribute to the high standard of expectations Penflex has shown for over 30 years when servicing our clients.

Please return a signed copy of the Service Fee Agreement to Penflex Actuarial Services, LLC by January 13th, 2023. Your timely response is greatly appreciated. The signed Agreement can be faxed to (518) 783-6915 or emailed to: info@penflexinc.com or mailed to: Penflex Actuarial Services, LLC, 50 Century Hill Drive, Suite #3, Latham NY 12110. Please note that if applicable, an invoice for our base fee is enclosed. If you are requesting that we prepare an optional financial statement disclosure package, please review your auditor's information, and make any applicable changes to the Agreement.

The entire Penflex staff takes great pride and satisfaction in meeting the high expectations of our clients and will always have their best interest at the forefront of our actions. Thank you for your continued business!

Paul A. Cagnetta

Paul A. Cagnetta
Vice President of Operations

**Penflex Actuarial Services, LLC.
11/1/2022-10/31/2023 Service Fee Agreement**

**VILLAGE OF FLORAL PARK
SERVICE AWARD PROGRAM**

Standard Services Fee Schedule

Base Fee: \$3,000

Per-Participant Fee: \$19

Payment certification and trustee directive letters: \$75 per letter

Preparation of IRS forms 1099 and 1096, preparation of mailing to clients of IRS form 1096 transmittal package with instructions: \$25 per each form (minimum charge \$50 per client). This service is performed only if your investment provider does not provide it.

Total Estimated Standard and Distribution Services Fees: \$7,300

Optional Preparation of Financial Statement Disclosures (For Additional Fee)

Disclosure Packages Provided For Program Year 2021:

NYS LOSAP Audit Package: Yes Auditing Firm: Skinnon & Faber, CPA's
Contact Name: Frank Faber
Email Address: info@sfhcpa.com

Please Check 'Yes' Or 'No' For Program Year 2022:

Complete the NYS LOSAP Audit Package for a fee of \$345: Yes No

Please refer to the enclosed newsletter titled 'NYS Volunteer Firefighter LOSAP Audit Requirement' for more information.

PLEASE NOTE: If you are requesting any Disclosure Packages, please review and make any necessary changes to your auditor's information noted above.

All other services are optional and are billed only when requested. Please call for fee estimates and purchase order arrangements. Optional services include additional client meetings, drafting of special correspondence and documents, and performing cost estimate calculations for proposed program amendments. Plan transfers have a \$750 processing fee, while plan consolidations or terminations fee will be determined by the complexity of the work upon request.

To authorize Penflex Actuarial Services, LLC. to begin providing these services in accordance with this fee schedule, please have the Mayor sign and return this Service Fee Agreement. Keep a copy for your records.

Print Name
Mayor
Village of Floral Park

Signature

Paul A. Cagnetta
Paul A. Cagnetta
Vice President of Operations
Penflex Actuarial Services, LLC.

Email Address

PENFLEX

SERVICE AWARDS FOR FIRE & EMS

SERVICE AWARD PROGRAM STANDARD SERVICES

1. Prepare an annual Service Award Program statement for each Service Award Program participant, including those who are in payment status.
2. Prepare for the record and for audit purposes an annual Service Award Program report which:
 - a. shows and completely documents the calculation (defined benefit plans) or allocation (defined contribution plans) of the annual Program cost.
 - b. accounts for changes in the Program's assets.
 - c. lists the earned Service Awards (defined benefit plans) or accounts for changes in the Program account (defined contribution plans) for each participant.
 - d. summarizes the major provisions of the Program.
 - e. lists current payment recipients.
 - f. includes a service credit listing for current participants.
 - g. includes a written description of the actuarial methods and assumptions used to calculate the annual program costs (defined benefit plans).
 - h. For members of the Sponsor's Governing Board or Officials, prepare:
 - i. "Fact Sheet" which includes current year important information about their Program.
 - ii. "Annual Report Commentary" correspondence which alerts officials about emerging issues and/or explains changes in the Program (such as increase/decrease in Program funding costs).
3. One meeting upon request, first with officials and then with volunteers to review the Annual Report, to answer questions from volunteers about their annual statements, and to provide updates on Service Award Program related legislation and on their own Program.
4. Provide pertinent forms for participants to apply for payment upon eligibility, elect or change beneficiaries, etc.
5. At year-end, provide written instructions about how to prepare the required certified listings to be approved by the Sponsor's Governing Board and Department/Company officials, posted by the Department/Company, and sent to Penflex Actuarial Services, LLC.
6. Project the Program's cash flow needs in order to plan and formulate investment strategy.
7. Prepare written notification/explanation to be sent to persons who cease to participate in the Program.
8. During normal business hours, have trained staff available to answer questions from officials and designated client contact persons.
9. Throughout the year, receive, review and reconcile financial statements from custodian and/or investment and/or insurance providers.
10. Process Service Award payment applications, certify payment amounts and eligibility, prepare payment directives and communicate directly with the payment recipient and/or custodian and/or paying agent when necessary.
11. Answer routine questions from Sponsor's auditors about the Program and the Annual Report.
12. When required, prepare vouchers for payments to the Program Trust Fund.

New York State Volunteer Firefighter LOSAP Audit Requirement

Background

In November 2005 and May 2006, the Long Island-based newspaper Newsday published articles about Length of Service Award Programs (LOSAPs), in particular, their relatively poor funded status. Partly in reaction to these articles, a bill was introduced in 2006 that was eventually signed into law. This new legislation, GML §219-a(3) required a LOSAP to be audited annually by an independent certified public accountant (CPA). The justification for the bill stated, in part, the following:

"Annual audits will help ensure that programs are adequately funded, allow program sponsors to adjust contributions and increase transparency."

The new statute required the audits to commence effective with the program sponsor's fiscal year ending on/after June 30, 2007. Although the original deadline for the completion of the audit was 90 days, it was subsequently increased to 270 days. However, for reasons discussed below, the deadline for fire districts that prepare audited financial statements is 180 days. The audit report must be submitted to the Office of the State Comptroller (OSC).

Our observation is that the audit requirement has made LOSAP sponsors generally more educated about the financial state of their program, but more progress must still be made. Penflex is proactively working with CPAs, statewide associations, and other professionals serving LOSAP sponsors to increase awareness about the need to more closely monitor these programs.

Compliance & Model Footnote

The text of the statute is somewhat vague and open ended. To clarify how a LOSAP sponsor is to comply with this requirement, the OSC established guidelines in a 2008 memorandum which outlined two options. The first option is aimed towards LOSAP sponsors that already have their financial statements audited by an independent CPA. These sponsors can include a footnote of information about the LOSAP in its financial statements. The CPA will then audit the footnote and LOSAP as part of the overall financial statement audit. The second option is to engage a CPA to perform a LOSAP-only audit in compliance with the AICPA Audit and Accounting Guide for Employee Benefit Plans. With either option, the LOSAP information is to be presented using the model footnote format and submitted to the OSC. Note that fire districts that are required to have their financial statements audited must submit the financial statements to the OSC by June 30th, making the effective filing date for these fire districts 180 days, not 270.

The footnote is to state basic program provisions and benefits provided. It must describe how the program assets are managed and what vendors have been hired to assist the sponsor in its fiduciary role, including asset management and third-party administration. It also requires disclosure of the financial condition of the program, which includes the investment allocation of the program assets and changes in the assets during the year, liabilities, contributions required and made during the year, fees paid to vendors for administration, actuarial and/or investment management services, and actuarial assumptions (for defined benefit programs).

The LOSAP audit must be filed with the OSC by the required deadline. Based on our discussions with OSC staff and information we requested on LOSAP audits reported to the OSC, it appears that LOSAP audits are not being transmitted to the OSC even though they are likely being completed by the CPA. Based on information obtained through a Freedom of Information request, it appears that the number of submissions has increased from 306 in 2013 to 353 in 2016 (the most recent year available). Although information about the LOSAP (i.e., LOSAP footnote) is submitted with the Annual Update Document (AUD), this submission does not satisfy the LOSAP audit requirement because it is not one of the two compliance options outlined above.

Based on municipal spending data available on the OSC website, there are about 510 municipalities that report an annual expenditure for LOSAP. However, this data does not include many towns; since the LOSAP cost is often rolled into fire protection contract costs. Knowing this, we estimate that 353 LOSAP audits likely represents a filing compliance rate of 50% to 60% of all LOSAP sponsors. Although we believe that the LOSAP statute requires the CPA to file the audit report with the OSC directly, we understand in speaking to CPAs that there are certain restrictions that do not always make this a practical procedure. We recommend that each sponsor work with its CPA to ensure that the audit is being filed with the OSC, either by the CPA or the sponsor. It can be electronically filed to afffile@osc.state.ny.us. In addition, we suggest that the sponsor review the results of the audit with the CPA and ask to be alerted of any problems or concerns. If the CPA ever has questions about actuarial or administrative work performed by Penflex, the CPA is encouraged to contact us directly to have these questions answered.

Penflex LOSAP Audit Package

To assist our clients in complying with the audit requirement, Penflex developed an optional LOSAP Audit Package service. After consulting with several CPAs, the LOSAP Audit Package was modeled to provide all the necessary information to fulfill the audit requirements for the sponsor. Essentially, Penflex completes the model footnote on behalf of the sponsor and provides the necessary documentation for the CPA to verify its accuracy – annual report, asset statements, fees paid, and other supporting materials. The LOSAP Audit Package is emailed to the CPA and sponsor. Penflex answers any questions from the CPA about the LOSAP or the package. Most CPAs find this package helpful in that it gives them direct access to the necessary information from Penflex rather than having to piece it together from multiple sources. Our clients benefit from a more streamlined process that reduces their effort and improves the accuracy of the disclosures. However, before asking Penflex to prepare the LOSAP Audit Package, please discuss it with the CPA to determine if the goal of the package will be achieved.

While our LOSAP audit package is comprehensive in its content, it cannot function as the audit itself. The audit must be performed by the CPA, and the results of the audit must be submitted to the OSC.

What you need to know...

- The LOSAP audit is an **annual requirement** that must be filed with the OSC within **270 days** of the end of the sponsor's fiscal year (**180 days for most fire districts**).
- The Penflex LOSAP Audit Package is an **optional service** and provides the necessary disclosures but **does not** satisfy the audit disclosure requirements.
- The sponsor must retain an **independent CPA** to perform the annual audit.
- There are **two audit options** – the CPA can help the sponsor determine which approach is best.
- Attaching the footnote to the AUD **does not** satisfy the audit requirement.

**Governmental Accounting Standards Board (GASB) Statement No. 73
Frequently Asked Questions**

The accounting and financial reporting requirements of Governmental Accounting Standards Board (GASB) Statement No. 73 "Accounting and Financial Reporting for Pensions and Related Assets That Are Not within the Scope of GASB 68" became effective for fiscal years beginning after June 15, 2016. Penflex has responded to this new client need by providing educational information as well as an optional "GASB 73 Disclosure Package" containing the information required to be reported under GASB 73.

The majority of our clients who have requested the GASB 73 Disclosure Package have now completed their first year of financial statements including these new requirements; a handful of clients are in their second year of reporting under this new standard. Over the past year, we have prepared the actuarial information required by GASB 73 for our clients and communicated with them and their auditors regarding implementation of the new standard. Throughout this process we have heard many questions and concerns about the new standard and the information presented in our GASB 73 Disclosure Package.

The following is a list of some of the most frequently asked questions.

Q1. *Is my municipality required to report financial information in accordance with GASB 73?*

A1. Financial statements that are prepared in accordance with generally accepted accounting principles (GAAP) are required to comply with all applicable GASB statements, including GASB 73. Many of our clients consist of Towns and Villages, and the majority of those municipalities prepare GAAP based financial statements which are including the GASB 73 information. Conversely, fire districts typically do not prepare GAAP based financial statements. Ultimately, your accountant or auditor will be able to advise you as to whether the GASB 73 information will be needed by your municipality.

Q2. *Is the Office of the New York State Comptroller (OSC) going to require GASB 73 information to be reported on the Annual Update Document (AUD)?*

A2. As of the date of this newsletter, the OSC has not issued any guidance on the reporting of GASB 73 information on the AUD. However, the OSC did recently issue guidance on a separate statement, GASB 75, which applies to the treatment of liabilities for other post-employment benefits (OPEB) sometimes offered by local governments. The OSC will *not* be requiring the GASB 75 OPEB information for AUD reporting purposes. Penflex is hopeful that similar guidance will be issued soon regarding the reporting of GASB 73 information on the AUD.

Q3. *My LOSAP is a defined contribution plan, not defined benefit. Do I still need the Disclosure Package provided by Penflex?*

A3. Penflex does not provide a GASB 73 Disclosure Package for our clients with defined contribution plans. While GASB 73 is applicable to defined contribution LOSAPs, the information required does not require special actuarial calculations. The GASB 73 disclosure can be prepared by your accountant or auditor using the Annual Report already provided by Penflex.

Q4. Does this mean that there will be a change to the LOSAP contribution or funded status calculated by Penflex in my Annual Report?

A4. GASB 73 is meant to impact the accounting and financial reporting of pensions only and intentionally *does not* address how the pensions are funded. Penflex is committed to helping our clients properly fund for the benefits promised to volunteers by determining annual contribution requirements based on sound actuarial principles and appropriate funding policies. The calculation of the GASB 73 information is unrelated to plan funding calculations; therefore GASB 73 will have no impact on program contributions or funded status.

Q5. Why is the Total Pension Liability (TPL) different from the Actuarial Accrued Liability (AAL) shown in the Penflex Annual Report?

A5. As noted above, the GASB 73 information is intended for accounting requirements, not plan funding. The TPL is calculated using methods and assumptions that are prescribed in that statement and that differ from those used in Penflex funding calculations. For this reason, the TPL in the GASB 73 Disclosure Package will differ from, and should not be compared to, the AAL in your LOSAP Annual Report.

Q6. Why does the information in my GASB 73 package have a measurement date that is one year prior to the date of my financial statements?

A6. Penflex is measuring the Total Pension Liability (TPL) as of a date one year prior to some clients' fiscal year end in order to be able to provide the Disclosure Package in a timely manner and to best align with staff workloads. This practice is in accordance with the GASB 73 standard which allows for some flexibility in the timeframe at which the TPL is measured. Specifically, the TPL can be measured on any date up to a year prior to the reporting date, or the fiscal year end. This choice in measurement date has no material impact on the required disclosures.

Q7. What is the difference between the GASB 73 package and the NY State LOSAP Audit package?

A7. Section 219-a(3) of the New York State General Municipal Law requires every volunteer firefighter service award program to be audited. The implementation of the new GASB 73 standard does not change this State audit requirement. The challenge for the majority of LOSAP sponsors is that compliance with the State audit requirement takes the form of a footnote to the sponsor's audited financial statements. The template for this footnote was provided by the Office of the State Comptroller. The information about the program that is detailed on the footnote is based on the Annual Report prepared by Penflex, which is different than what is reported in the GASB 73 disclosure (as addressed in Question 5). This has left many treasurers, comptrollers, and auditors unsure how to balance complying with both requirements against the potential confusion of reporting two financial disclosures of the program on the same statement. From our discussions with the OSC about this topic, we have been alerted that guidance is forthcoming. In the meantime, you should continue to work with your auditor to decide the most appropriate way to proceed.