

Hempstead, New York

April 3, 2023

ANNUAL MEETING

An annual meeting was held by the Board of Trustees of the Incorporated Village of Hempstead at 99 James A. Garner Way, Hempstead, New York, at 6:00 p.m., on the above date.

ROLL CALL

Present: Trustees Daniels, Burroughs, Griffith, Boone; Mayor Hobbs

Patricia Perez, Village Clerk
Keisha Marshall, Village Attorney

SALUTE TO THE FLAG

flag

Mayor Hobbs called the meeting to order and asked everyone present to rise and join in a salute to the

of the United States of America.

**MAYOR'S COMMITTEE APPOINTMENTS
FOR THE OFFICIAL YEAR COMMENCING APRIL 3, 2023**

Building..... Trustees Boone & Griffith
1st Tuesday, date to be determined

Emergencies..... Trustees Boone & Griffith
3rd Thursday 10:00 a.m., Armory

Fire & Fire Alarm..... Trustees Boone & Burroughs
2nd week date to be determined

Insurance..... Trustees Daniels & Burroughs
Risk Managers quarterly, April, July, October January date to be determined

Parks..... Trustees Griffith & Boone
4th Tuesday 7:15 p.m., Kennedy Park

Purchasing..... Mayor Hobbs & Trustee Daniels

DPW (Sanitation/Streets/Recycling)..... Trustees Boone & Griffith
4th week date to be determined

Sewers..... Trustees Daniels & Burroughs
3rd week date to be determined

Tax and Water Trustees Burroughs & Griffith
2nd week date to be determined

Water Plant Trustees Boone & Daniels
1st week date to be determined

Budget..... ALL (Mayor & Trustees)
3rd week, Tuesday, 6:00 p.m., (just before Board meeting)

Library..... Trustees Boone & Griffith
1st Thursday 6:30 p.m.

Traffic Safety Board..... Trustees Daniels & Boone
4th Monday 6:30 p.m.

Police Committee..... Trustees Daniels & Burroughs

Legal..... Trustees Daniels & Griffith
Clerk's Office Trustees Griffith & Daniels
Comptroller Trustees Boone & Daniels
Hempstead Housing Authority Trustees Daniels & Burroughs

**APPOINTMENT OF
DEPUTY MAYOR**

Mayor Hobbs wishes to announce the appointment of **Jeffrey Daniels** as **Deputy Mayor** of the Incorporated Village of Hempstead for the official year commencing **April 3, 2023**.

**APPOINTMENT OF
VILLAGE CLERK**

The appointment of **Patricia Perez** as Village Clerk for the Incorporated Village of Hempstead for the official year commencing **April 3, 2023** to **April 7, 2025**.

Moved by Trustee Boone
Seconded by Trustee Burroughs

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

**APPOINTMENT OF
DEPUTY VILLAGE CLERK**

The appointment of **Stephany Braxton** as **Deputy Village Clerk** for the Incorporated Village of Hempstead for the official year commencing **April 3, 2023** to **April 7, 2025**.

Moved by Trustee Burroughs
Seconded by Trustee Boone

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

**APPOINTMENT OF
VILLAGE TREASURER**

The appointment of **Joe Gill** as **Village Treasurer** for the Incorporated Village of Hempstead for the official year commencing **April 3, 2023** to **April 7, 2025**.

Moved by Trustee Boone
Seconded by Trustee Burroughs

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

**APPOINTMENT OF
SECRETARY TO THE
PLANNING BOARD**

The appointment of **Michelle Banks** as **Secretary to the Planning Board** for the Incorporated Village of Hempstead for the official year commencing **April 3, 2023**, for time to be determined once reviewed and approved by the Board of Trustees.

Moved by Trustee Daniels
Seconded by Trustee Burroughs

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs

NOES: None

**APPOINTMENT OF
SECRETARY TO THE
BOARD OF TRUSTEES**

The appointment of **Nakeda Ellis** as **Secretary to the Board of Trustees** for the Incorporated Village of Hempstead for the official year commencing **April 3, 2023, to April 7, 2025.**

Moved by Trustee Boone
Seconded by Trustee Burroughs

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

**APPOINTMENT OF
DIRECTOR OF HUMAN
RELATIONS**

The appointment of **Juanita Hargwood** as **Director of Human Relations** for the Incorporated Village of Hempstead for the official year commencing **April 3, 2023, to April 1, 2024.**

Moved by Trustee Burroughs
Seconded by Trustee Boone

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

**APPOINTMENT OF
SECRETARY TO THE
FIRE DEPARTMENT**

The appointment of **Samantha Fountain** as **Secretary to the Fire Department Relations** for the Incorporated Village of Hempstead for the official year commencing **April 3, 2023, to April 1, 2024.**

Moved by Trustee Burroughs
Seconded by Trustee Boone

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

**APPOINTMENT OF
SPECIAL**

PROSECUTOR

The appointment of **Miali Mekelele** as **Special Prosecutor** for the Incorporated Village of Hempstead at a fee of \$40 per hour for the official year commencing **April 3, 2023, to April 7, 2025.**

Moved by Trustee Boone
Seconded by Trustee Burroughs

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

**APPOINTMENT OF
SPECIAL**

PROSECUTOR

The appointment of **Carolyn Clyne** as **Special Prosecutor** for the Incorporated Village of Hempstead at a fee of \$60 per hour for the official year commencing **April 3, 2023, to April 7, 2025.**

Moved by Trustee Griffith
Seconded by Trustee Boone

AYES: Trustees Daniels, Burroughs, Griffith, Boone;

Mayor Hobbs
NOES: None

**APPOINTMENT OF
SPECIAL**

PROSECUTOR

The appointment of **Oscar Prieto** as **Special Prosecutor** for the Incorporated Village of Hempstead at a fee of \$40 per hour for the official year commencing **April 3, 2023**, to **April 7, 2025**.

Moved by Trustee Boone
Seconded by Trustee Griffith

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

**APPOINTMENT OF
SPECIAL**

PROSECUTOR

The appointment of **Eckor Joseph** as **Special Prosecutor** for the Incorporated Village of Hempstead at a fee of \$40 per hour for the official year commencing **April 3, 2023**, to **April 7, 2025**.

Moved by Trustee Boone
Seconded by Trustee Griffith

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

**APPOINTMENT OF
SPECIAL**

PROSECUTOR

The appointment of **Jjais Forde** as **Special Prosecutor** for the Incorporated Village of Hempstead at a fee of \$40 per hour for the official year commencing **April 3, 2023**, to **April 7, 2025**.

Moved by Trustee Boone
Seconded by Trustee Burroughs

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

**APPOINTMENT OF
SPECIAL PROSECUTORS**

The appointment of **Kimberly McLean-Beckford** as **Special Prosecutor** for the Incorporated Village of Hempstead at a fee of \$60 per hour for the official year commencing **April 3, 2023**, to **April 7, 2025**.

Moved by Trustee Burroughs
Seconded by Trustee Griffith

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

ZONING BOARD

The designation of **Danny Leo** as **Chairperson** of Board of Zoning Appeals for the official year commencing on **April 3, 2023**, for a time to be determined once reviewed and approved by the Board of Trustees.

The appointment of **Dan Oppenheimer** and **Sherina Gonzalez-Lucas** as **Board members** of the Zoning

Board for a time to be determined once reviewed and approved by the Board of Trustees.

Moved by Trustee Burroughs
Seconded by Trustee Daniels

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

ZONING BOARD

The designation of **Kennetha Pettus** as **Chairperson** of Planning Board for the official year commencing on **April 3, 2023**, for a time to be determined once reviewed and approved by the Board of Trustees.

The appointment of **Timothy Rodgers** and **Marcia Turner** as **Board members** of the Planning Board for a time to be determined once reviewed and approved by the Board of Trustees.

Moved by Trustee Burroughs
Seconded by Trustee Boone

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

PARKS & RECREATION

The designation of **Vanessa Henry** as **Chairperson** of Recreation and Parks for the official year commencing on **April 3, 2023**, for a time to be determined once reviewed and approved by the Board of Trustees.

The appointment of **Vanessa Henry, Randi Harrison, Renee Weeks-Corder & Ricky Cooke** as **Board members** of Recreation and Parks commission for a time to be determined once reviewed and approved by the Board of Trustees.

Moved by Trustee Boone
Seconded by Trustee Daniels

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

TRAFFIC & SAFETY BOARD

The designation of **Mary Burns** as **Chairperson** of the **Traffic and Safety Board** for the ensuring year, to serve without compensation and that said Board shall meet at least once a month, except during the months of July and August and report to the Board of Trustees after each meeting.

The appointment of **Mary Burns, Barbara Gant, Lenique Bligen, & Rodney Lawrence** as **Board members** of the Traffic and Safety Board for a time to be determined once reviewed and approved by the Board of Trustees.

Moved by Trustee Burroughs

Seconded by Trustee Daniels

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

ELECTRICAL BOARD

the designation of **Ronald Magarie** as **Chairperson** of Electrical Board for the official year commencing on **April 3, 2023**, for a time to be determined once reviewed and approved by the Board of Trustees.

The appointment of **Mike Dumitri, John Congemi** and **Tom Considine** as **Board members** of the Electric Board for the official year commencing on **April 3, 2023** for a time to be determined once reviewed and approved by the Board of Trustees.

Moved by Trustee Boone
Seconded by Trustee Griffith

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

PLUMBING BOARD

The designation of **Kelly Magee** as **Chairperson** of Board of Plumbing for the official year commencing on **April 3, 2023**, for a time to be determined once reviewed and approved by the Board of Trustees.

The appointment of **Kelly Magee, Timothy Daniels** and **Donovan Castro** as **Board members** of Plumbing Board for the official year commencing on **April 3, 2023** for a time to be determined once reviewed and approved by the Board of Trustees.

Moved by Trustee Boone
Seconded by Mayor Hobbs

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

PERSONAL WIRELESS

The appointment of **Teddy McLean, Deloris McQueen, Marina Ramos, Keisha Marshall, Stacey Lucas** and **Joe Gill** as **Board members** of **Personal Wireless Service** for the official year commencing on **April 3, 2023**

The designation of Deloris McQueen as Personal Wireless Service Facilities Board Zoning Officer for a fee of \$5,000 expiring on **April 1, 2024**

Moved by Trustee Griffith
Seconded by Trustee Burroughs

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

CDA

The appointment of **Curtis Watts, Ubah Mohammed & Rosanne Small-Morgan** as **Board members** of Community Development Agency (CDA) for the official year commencing on **April 3, 2023**, for a time to be determined once reviewed and approved by the Board of Trustees.

Moved by Trustee Griffith
Seconded by Trustee Burroughs

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

APPOINTMENT OF AUDITORS The appointment of the Certified Public Accounting firm

of **Nawrocki Smith, LLP, 290 Broadhollow Road, #115E, Melville, New York, 11747**, for the Incorporated Village of Hempstead for the fiscal year, commencing **April 3, 2023**, to **April 1, 2024** at an annual fee of **\$68,000.00**.

Moved by Trustee Burroughs
Seconded by Trustee Daniels

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

Moved by Trustee Burroughs
Seconded by Trustee Daniels

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

SPECIAL COUNSEL

The appointment of the firm of **Harris Beach**, as Special Counsel to the Village of Hempstead pursuant to retainer agreements, copies of which are on file with the Village Clerk, for General Municipal advice, Election Law, and litigation when needed.

Moved by Trustee Burroughs
Seconded by Trustee Boone

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

SIGNING OF CHECKS
the
USE OF "CHECK WRITER"

All Village checks shall be signed by the Mayor and Treasurer, and in the absence of the Mayor, the Deputy Mayor shall sign all checks with the Treasurer, and that pursuant to Section 4-408c of the Village Law, all such checks as may be issued by the Village may be signed with facsimiles of the Mayor's, Treasurer's, and/or Deputy Mayor's signature.

Moved by Trustee Boone
Seconded by Trustee Burroughs

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

**BANKS DESIGNATED
AS THE PROPER
DEPOSITORIES FOR
FUNDS**

The following Banks are hereby designated as the proper depositories for the funds of the Incorporated Village of Hempstead:

1. T.D. Bank
2. Bank of America
3. Flushing Bank
4. J.P. Morgan Chase

Said depositories shall be required to file with the Village of Hempstead a copy of their CRA Compliance Policy Statement.

Moved by Trustee Boone
Seconded by Trustee Burroughs

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

**DESIGNATION OF
OFFICIAL NEWSPAPER**

Richner Communications is hereby designated as the official newspaper of the Incorporated Village of Hempstead commencing **April 3, 2023** for all Village publications; the Village Clerk is also authorized to publish legal notices with the exception of certain **tax sale notices**, in **Newsday, Hempstead-Uniondale Times, Noticia.**

Moved by Trustee Boone
Seconded by Mayor Hobbs

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

**REGULAR MEETINGS
OF THE BOARD
OF TRUSTEES**

the

The regular meetings of the Board of Trustees of the Incorporated Village of Hempstead shall be held on **first and third Tuesday** of each month at **6:30 p.m.**, except during the months of July and August in which months the regular meetings shall be held on the first Tuesday **and the annual meeting on the first Monday in April at 6:00 p.m.**, thereof, and that special meetings of the Board of Trustees may be called by the Mayor or two Trustees acting in concert, by causing proper notice to be served pursuant to law and that all agenda items must be in the Office of the Village Clerk **no later than Wednesday** preceding the Board meeting date except that any item may be added to the agenda by a member of the Board of Trustees up to and including the Board meeting itself.

Moved by Trustee Burroughs
Seconded by Trustee Boone

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

MILEAGE

Provided there are sufficient funds available in the appropriate budget account, the Mayor, Trustees, and employees, be granted permission to attend various conferences and/or official meetings during the official year commencing the 3rd day of **April 2023** and that all necessary expenses in connection with the attendance at said functions shall be a Village expense.

That mileage shall be paid at the rate of **.625** cents **per mile** for the business use of a personal vehicle. Tolls and other road expenses shall be paid upon submission of a paid receipt. That the Board is empowered to make special exceptions to these provisions if it is deemed to be in the best interest of the Village. Also, before any such trips and/or travel take place, Board approval must be obtained in writing.

Moved by Trustee Burroughs
Seconded by Trustee Griffith

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

PURCHASING POLICY

That, WHEREAS the Incorporated Village of Hempstead needs to implement an updated **Village Purchasing Policy**,

NOW, THEREFORE BE IT RESOLVED, that this Board of Trustees hereby adopts the annexed Purchasing policy. This policy is effective **April 3, 2023** and will be reviewed on an annual basis.

Moved by Trustee Boone
Seconded by Trustee Griffith

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

CREDIT CARD POLICY

That, WHEREAS, the Incorporated Village of Hempstead needs to implement an updated **Credit Card Policy**,

NOW, THEREFORE BE IT RESOLVED, that this Board of Trustees hereby adopts the annexed Credit Card policy. This policy is effective **April 3, 2023** and will be reviewed on an annual basis.

Moved by Trustee Burroughs
Seconded by Mayor Hobbs

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

TRAVEL

That, WHEREAS, the Incorporated Village of

POLICY

Hempstead needs to implement an updated **Travel policy,**

NOW, THEREFORE BE IT RESOLVED, that this Board of Trustees hereby adopts the annexed Travel policy. This policy is effective **April 3, 2023** and will be reviewed on an annual basis.

Moved by Trustee Boone
Seconded by Trustee Burroughs

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

FIRE COMMISSIONERS

The appointment of **James M. Sharpe III & Jose Ramirez** as **Board members to the Board of Fire Commissioners** for the official year commencing on **April 3, 2023**, expiring on **April 7, 2025**

Term Expires

Cameron A. Peek
James M. Sharpe
Thomas J. Scheel
Jose Ramirez
Robert Hook

April 1, 2024
April 7, 2025
April 1, 2024
April 7, 2025
April 1, 2024

Moved by Trustee Boone
Seconded by Trustee Burroughs

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

MEETING ADJOURNED

There being no other business to come before the Board, this meeting was adjourned.

Moved by Trustee Boone
Seconded by Trustee Griffith

AYES: Trustees Daniels, Burroughs, Griffith, Boone;
Mayor Hobbs
NOES: None

Village Clerk

