

**TENTATIVE AGENDA**

**November 14, 2022**

**7:00 p.m.**

All items, except ceremonial matters, for discussion and possible action

**Welcome to the Board Meeting of November 14, 2022**

**Pledge of Allegiance**

**Mayor Announcements**

Upcoming meetings:

- Monday, December 5, 2022 Conference Meeting at 6pm
- Monday, December 12, 2022 Public Comment Meeting at 7pm

Police Report for the month of September 2022: 5 auto accidents, 17 aided cases (other than auto), no residential or commercial burglaries, no robbery or auto larceny, 2 incidents of criminal mischief and 1 incident of larceny (other than auto).

325 Open House

Public Workshop, Thursday, Nov. 17<sup>th</sup> at 7pm

**Motions/Resolutions**

**RESOLUTION NO. 37, YEAR 2022**

**BE IT RESOLVED**, that the 2023 Sea Cliff Village General election will take place on Tuesday, March 21, 2023, for the purpose of electing the following officers of the Village:

A Village Trustee for a term of two years for the Office presently held by Dina Epstein whose term expires April 4, 2023; a Village Trustee for a term of two years for the Office presently held by James W. Versocki whose term expires April 3, 2023.

Seconded

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**RESOLUTION NO. 38, YEAR 2022**

WHEREAS, upon the request of the Planning Board for an administrative assistance position supporting the work of the Planning Board, the Board of Trustees determines that it is necessary and efficient to create the position of Secretary to the Planning Board, with duties and responsibilities as outlined herein, and

WHEREAS, the Board of Trustees recognizes the need to provide the Village and the Planning Board with the most efficient and economical administration, direction and control of the daily business of the Planning Board;

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees hereby confirms and creates the position of Secretary to the Planning Board as a Village office for a term of one official year (or the remaining portion thereof, if appointed on a date not corresponding with the beginning of an official year) at compensation fixed by the Mayor and Trustees, and that the Secretary to the Planning Board shall have the following duties and responsibilities:

1. Oversees the administration of the Planning Board.
2. Provides administrative support to the Planning Board.
3. Performs daily operations associated with the application of the Village Code, site plan and subdivision regulations and all applications for development, in connection with submissions and inquiries relating to applications to the Planning Board, including predicate submissions to the Building Department.
4. Attends Planning Board meetings.
5. Handles requests and correspondence directed to the Planning Board.

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6. Maintains notes and records of all Planning Board matters and meetings.

7. Discharges such other relevant duties and responsibilities as may, from time to time, be assigned by the Planning Board, Mayor and/or Board of Trustees.

BE IT FURTHER RESOLVED, that the office of Secretary to the Planning Board shall be subject to the provisions of New York state law applicable to Village Officers.

**Seconded**

- Approve Minutes of October 20, 2022 and November 7, 2022

**Old Business**

**New Business**

**Trustee Reports**

**Deputy Mayor Epstein's Report:**

**Trustee Pinto's Report: welcome a new member to the Sea Cliff Fire Department: Javier Valentin – Hook and Ladder**

**Trustee Versocki's Report:**

**Trustee Balooch's Report:**

**Village Attorney**

**Village Administrator**

**Village Clerk**

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**Public Comment:**

**Motion to adjourn**