

**The Board of Trustees of the Village of Westhampton Beach held their Regular Meeting on Thursday January 4, 2024 at 5 p.m. at Village Hall, 165 Mill Road, Westhampton Beach.**

PRESENT: Deputy Mayor Ralph Urban  
Trustee Stephen Frano  
Trustee Rob Rubio  
Trustee Brian Tymann  
Clerk-Treasurer Elizabeth Lindtvit  
Village Attorney – Steven Angel

---

**RESOLUTIONS:**

---

**Appointment of Mayor**

Motion made by Trustee Tymann:

WHEREAS, Mayor Maria Z. Moore resigned effective December 31, 2023; and

WHEREAS, Ralph Urban, as Deputy Mayor, has performed the duties of Mayor between December 31, 2023 and today; and

WHEREAS, I, Brian Tymann, a member of the Board of Trustees, having nominated Ralph Urban to serve as Mayor until June 30, 2024, which is the end of the Village's current official year; and

WHEREAS, upon the votes of Stephen A. Frano, Brian Tymann and Rob Rubio, members of the Board of Trustees, it is now further

RESOLVED, that the office of Mayor of the Incorporated Village of Westhampton Beach shall be filled by Ralph Urban to serve as Mayor until June 30, 2024 and that he shall have all the duties and responsibilities of said office.

Seconded by Trustee Frano and unanimously approved 4 Ayes, 0 Nays

---

**Appointment of Deputy Mayor**

Motion made by Deputy Mayor Urban:

WHEREAS, upon the resignation of Maria Z. Moore, as Mayor and the selection of Ralph Urban, as her replacement, until the end of the current official year on June 30, 2024, a vacancy in the office of Deputy Mayor has been created; and

WHEREAS, the Mayor has appointed Stephen A. Frano, as the Deputy Mayor until the end of the current official year, that is, until June 30, 2024; and

WHEREAS, said appointment having been presented to the Board of Trustees for ratification; it is now further

RESOLVED, that the selection by the Mayor of Stephen A. Frano, as Deputy Mayor of the Incorporated Village of Westhampton Beach is hereby ratified by the Board of Trustees and Stephen A. Frano shall have all the duties and responsibilities of said office.

Seconded by Trustee Rubio and unanimously approved 4 Ayes, 0 Nays

---

**Appointment of Village Trustee**

Motion made by Trustee Frano:

WHEREAS, upon the resignation of Maria Z. Moore, as Mayor and the selection of Ralph Urban, as her replacement, until the end of the current official year on June 30, 2024, a vacancy on the Board of Trustees has been created; and

WHEREAS, pursuant to Village Law, the Mayor has appointed Kimberly Monsour to fill the vacant seat until the end of the current official year, that is, until June 30, 2024; and

WHEREAS, said selection having been presented to the Board of Trustees for ratification; it is now further

RESOLVED, that the selection by the Mayor of Kimberly Monsour to fill the vacant position on the Board of the Trustees of the Incorporated Village of Westhampton Beach is hereby ratified by the Board of Trustees and Kimberly Monsour shall have all the duties and responsibilities of said office.

Seconded by Trustee Rubio and unanimously approved 4 Ayes, 0 Nays

---

**Accept minutes of Board of Trustees Meeting**

Motion made by Trustee Rubio:

RESOLVED, that the minutes of the Board of Trustees Meeting of December 7, 2023 and Special Meeting of December 20, 2023 are hereby accepted.

Seconded by Trustee Tymann and unanimously approved 4 Ayes, 0 Nays

---

**Accept Departmental Reports**

Motion made by Trustee Tymann:

RESOLVED, that the Police Department, Building Department and Justice Court reports for November 2023 and are hereby accepted.

Seconded by Trustee Monsour and unanimously approved 4 Ayes, 0 Nays

---

**Schedule 2024 General Village Election**

Motion made by Trustee Monsour:

RESOLVED, that the General Election of the Village of Westhampton Beach, New York shall be held on Friday, June 21, 2024 at the Village Hall, 165 Mill Road, Westhampton Beach, New York between the hours of 12 p.m. noon to 9 p.m. prevailing time, and the offices to be filled are:

- |          |                                     |
|----------|-------------------------------------|
| Mayor    | One (1) for a term of two (2) years |
| Trustees | Two (2) for a term of two (2) years |

Seconded by Trustee Frano and unanimously approved 4 Ayes, 0 Nays

---

**Approve 2024 Traffic Signal Maintenance Agreement**

Motion made by Trustee Frano:

RESOLVED, that the proposal submitted by Hinck Electrical Contractors for the 2024 traffic signal maintenance at a cost of \$1,000.00 per month is hereby accepted.

Seconded by Trustee Rubio and unanimously approved 4 Ayes, 0 Nays

---

**Approve 2024–2025 Real Property Tax Exemptions**

Motion made by Trustee Rubio:

RESOLVED, that the Board of Trustees hereby approves the taxpayers who qualify under Village Code Chapter 151 Taxation to receive aged exemptions, disabilities with limited income exemptions, clergy exemptions, Veteran exemptions and volunteer ambulance/firefighter exemptions for the 2024/2025 tax year.

Seconded by Trustee Tymann and unanimously approved 4 Ayes, 0 Nays

---

**Accept Resignation**

Motion made by Trustee Tymann:

RESOLVED, that the Board of Trustees hereby regretfully accepts the Resignation of Michael Schermeyer from the Village Planning Board, effective January 31, 2024.

Seconded by Trustee Monsour and unanimously approved 4 Ayes, 0 Nays.

---

**Accept Resignation**

Motion made by Trustee Monsour:

RESOLVED, that the Board of Trustees hereby regretfully accepts the resignation of Police Officer Mackenzie Buckley effective January 16, 2024.

Seconded by Trustee Frano and unanimously approved 4 Ayes, 0 Nays

---

**Schedule Public Hearing – Local Law Amendment**

Motion made by Trustee Rubio:

RESOLVED, that the Village Clerk-Treasurer is hereby directed to publish and post a Notice of Public Hearing to be held on Thursday February 1, 2024 at 5:00 p.m. at the Village Hall for a Local Law to amend Chapter 162 entitled “Tax Levy”.

Seconded by Trustee Tymann and unanimously approved 4 Ayes, 0 Nays

---

**Schedule Public Hearing – Local Law Amendment**

Motion made by Trustee Tymann:

RESOLVED, that the Village Clerk-Treasurer is hereby directed to publish and post a Notice of Public Hearing to be held on Thursday February 1, 2024 at 5:00 p.m. at the Village Hall for a Local Law to amend Chapter 161 entitled “Taxation”.

Seconded by Trustee Monsour and unanimously approved 4 Ayes, 0 Nays

---

**Approve Warrant for January 2024**

Motion made by Trustee Monsour:

RESOLVED, that the warrant for January 2024 in the amount of \$111,080.82 for the General Fund and \$828,890.91 for the Capital Fund is hereby approved.

Seconded by Trustee Frano and unanimously approved 4 Ayes, 0 Nays

---

**Schedule Village Tax Lien Sale – March 15, 2024**

Motion made by Trustee Frano:

WHEREAS, from the accounts of unpaid taxes heretofore returned by the Treasurer of the Village of Westhampton Beach, New York, to this Board for the tax year 2023-2024, the taxes still remain due and unpaid after due notice and demand on each of the property owners for the payment of said taxes,

WHEREAS, no action has been commenced to recover said unpaid taxes and no sale, on account of said taxes, has heretofore been held pursuant to law, and therefore let it be

RESOLVED, that such unpaid taxes shall be collected by the sale for taxes as provided in Title 3 of Article 14 of the Real Property Tax Law of the State of New York, as it was in effect on December 31, 1994 pursuant to Article IV of Chapter 161 (Taxation) of the Code of the Village of Westhampton Beach, Chapter 602 of the Laws of 1993, Chapter 154 of the Laws of 2012 and Chapter 512 of the Laws of 2015, and

RESOLVED, that a copy of this resolution, duly certified by the Clerk, shall be transmitted forthwith to the Treasurer of this Village with the account, affidavit and certificate of such unpaid taxes, and that the Village Treasurer, upon receiving such an account of unpaid taxes and a certified copy of this resolution is authorized and directed to cause to be published in the official newspaper of the Village once each week for three successive weeks a list of statement of the real estate upon which such taxes are unpaid, as shown in the tax list, with the amount of the tax, a twenty-five dollar (\$25) advertising fee, interest and charges thereon and also a notice that the tax lien for such unpaid taxes will, on a day subsequent to the expiration of said three weeks, to be determined by said Village Treasurer and specified in said notice, be sold at public auction at a place in said Village to be designated by said Village Treasurer,

to discharge, the tax, twenty-five dollar (\$25) advertising fee, interest and charges aforesaid, which may be due thereon at the time of such sale, and that said Village Treasurer, at the time and place specified in said notice, proceed with the sale of the tax lien for such unpaid taxes, as above set forth, and continue at the same from day to day until the sale is completed.

RESOLVED, that in all cases where no bid shall be made on a Tax lien so offered for sale for amount sufficient to pay the said tax, fees, interest and charges, the said tax lien shall be deemed to have been sold to and purchased by the said Village of Westhampton Beach, New York.

BE IT FURTHER RESOLVED, that all remaining unpaid taxes for the year 2023-2024 shall be collected by Public Sale to be held on Friday, March 8, 2024, at 10:30 a.m. in the Office of the Village Clerk-Treasurer and such unpaid taxes be advertised in the Southampton Press issues dated February 22, 2024, February 29, 2024 and March 7, 2024, in accordance with the statutory law.

Seconded by Trustee Rubio and unanimously approved 4 Ayes, 0 Nays

-----  
**Accept Grant Funds for Playground Restoration**

Motion made by Trustee Rubio:

RESOLVED, that the Village of Westhampton Beach applied for financial assistance from the New York State Office of Parks, Recreation and Historic Preservation (“OPRHP”) under Title 9 of the Environmental Protection Act of 1993 for the purpose of funding the restoration of the Ria DelBene Playground;

RESOLVED, that The Village of Westhampton Beach is authorized and directed to accept these grant funds in an amount not to exceed \$342,250.00 for the project described in the grant application;

RESOLVED, that the Village of Westhampton Beach is authorized and directed to agree to the terms and conditions of the Master Contract with OPRHP for such restoration of the Ria DelBene Playground.

RESOLVED, that the Village of Westhampton Beach is authorized and directed to agree to the terms and conditions of any required deed of easement granted to OPRHP that affects title to real property owned by the corporation and improved by the grant funds, which may be a duly recorded public access covenant, conservation easement, and/or preservation covenant; and be it further,

RESOLVED, that the Board of Trustees delegate signing authority to execute the Master Contract and any amendments thereto, any required deed of easement, and any other certifications to the Mayor or his designee.

Seconded by Trustee Tymann and unanimously approved 4 Ayes, 0 Nays

-----  
**Authorize Notice to Bidders-John Adams Dix Windmill Restoration**

Motion made by Trustee Tymann:

RESOLVED, that the Village Clerk-Treasurer is hereby authorized to publish and post a Notice to Bidders for the Village of Westhampton Beach’s John Adams Dix Windmill Restoration Project Electrical work.

Seconded by Trustee Monsour and unanimously approved 4 Ayes, 0 Nays

-----  
**Approve Court Reporter Per Diem Rate**

Motion made by Trustee Monsour:

RESOLVED, that the Board of Trustees hereby approve the per diem half day rate for Colleen Track to be \$300.00 per court session.

Seconded by Trustee Frano and unanimously approved 4 Ayes, 0 Nays  
-----

**PUBLIC COMMENT:**

Mrs. Joan Levan asked Mayor Urban what his priorities and challenges are for the next six months, she recognized that he has been a part of the ongoing issues around the Village. Mayor Urban responded that the LWRP is close to finishing up, the windmill reconstruction project has been bid. The LWRP project is scheduled for a meeting on February 1, 2024, that will open up further projects and possible grants for these projects. Mayor Urban spoke about the donated bocce courts, contract negotiations with the PBA, the challenge of seasonal employment and keeping the salaries competitive with surrounding job offerings. Mrs. Levan asked about the start of the windmill project, Mayor Urban explained that the bids are being reviewed by the engineer, the board is hoping to award the bid by the February 1, 2024 meeting with a projected start date in March. Mayor Urban explained that the board has to put out a separate bid for the electrical work since the bids came in at over one million five hundred thousand dollars according to the Wicks law. Mrs. Joan Levan asked the new Trustee Kimberly to give a brief introduction of herself. Ms. Rose Lowe stepped up to the podium and commented on her concern for the beaches and the Village's ability to staff them, as Mayor Urban mentioned previously about the salary concerns. Erin Finley took to the podium asking about the windmill project if it would prohibit events from the Great Lawn this season, Mayor Urban explained there would be two work sights, where it is being stored now in the back of the lawn and the other will be where the windmill is going to be placed in the front. He also explained the sites will be different sizes and up to the contractor based on equipment being used. The events can still take place but will have to accommodate the construction. Ms. Finley asked about the sewer project and the phases of this project; Mayor Urban explained about phase one being the conveyance system under the roads which is complete, the upgrade to the treatment plant is still ongoing as phase one; once that is complete phase two which will be the HC district needs to be engineered and funded. Discussion continued with questions about how many were hooked up, what if they don't hook up; Village Attorney Steve Angel stated it is mandated by Suffolk County Health Department if the property is in phase one they must hook up. Mayor Urban asked if there was anyone else in the audience that had a comment or question, there being no more to speak, motion made by Trustee Frano seconded by Trustee Rubio to adjourn the meeting at 5:34 pm.

**DATED: January 4, 2024**

---

**Elizabeth Lindtvit, Village Clerk**