

**Board of Trustees Meeting**  
**Village of Baxter Estates**  
**July 9, 2025**  
**6:45 PM**

**Meeting Minutes**

<b>Present:</b>	Mayor	Nora Haagenson
	Deputy Mayor	Charles Comer
	Trustee	Alice Peckelis
	Trustee	Maria Branco
	Trustee	Alexander Price
	Village Clerk-Treasurer	Meghan Kelly
	Village Attorney	Christopher J. Prior, Esq.

**Also Present:** Larissa Fuentes, Long Island Press

**1. Work Session**

The Board convened its work session at 6:45PM and discussed the Baxter Beach Project, the discontinuation of the Leaf Contract, Building Fines, the 2025-2026 Tax Rate and the upcoming development at 15 Shore Road.

**2. Approval of June 11, 2025, Board of Trustees Meeting Minutes**

On motion by Deputy Mayor Comer, seconded by Trustee Branco, it was unanimously **RESOLVED** to accept the minutes of June 11, 2025, a regular meeting of the Board of Trustees, in the form presented by the Village Clerk-Treasurer.

**3. Public Comment Period**

Mayor Haagenson noted that there were no comments.

**4. Resolution to Approve the Payoff of NYSLRS Deficiency Balance**

Upon motion by Deputy Mayor Comer, seconded by Trustee Price, it was unanimously **RESOLVED** to pay the remaining balance on the 2005 Deficiency account, created in order to spread the required enrollment contributions over a 25 year period, which has a balance of 3,747.19 as of today, in order to save the Village \$462.12 in future interest payments.

**5. Resolution to Introduce Bill 2 of 2025, A Notice of Defect Law**

Upon motion by Trustee Branco, seconded by Deputy Mayor Comer, it was unanimously **RESOLVED** to introduce Bill 2 of 2025, a proposal local law establishing new Chapter 123, "Liability of Village," to require prior written notice of defect as condition to liability of Village in certain actions, and set a Public Hearing for September 3, 2025.

**6. Review of Quote from Robert Keogh, Inc.**

The Board reviewed a quote from Robert Keogh, Inc. for prospective work to Village Hall, no action was taken.

**7. Review of Quotes to Remove Trees on Library Drive**

On motion by Trustee Price, seconded by Trustee Branco, it was unanimously **RESOLVED** to approve the quote from Marvin Castillo to remove the "Tree of Heaven" from the Village owned property on the east side of Library Drive, in the amount of \$650.00. The tree is infested with Lantern Flies and the Village wishes to try and curb the infestation to benefit the neighboring residents.

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**8. Resolution to Approve Amendment to the Building Department Fee Schedule**

Upon motion by Trustee Branco, seconded by Trustee Price, it was unanimously **RESOLVED** to amend the Building Department Fee Schedule to amend Section A.1.d Construction Permit Extension or Renewal, allowing for a thirty (30) day grace period after permit expiration to renew a permit.

**9. Approval of Abstract of Audited Claims**

After review, on motion by Deputy Mayor Comer, seconded by Trustee Price, it was unanimously **RESOLVED** that the Abstract of Audited Claims, dated July 9, 2025, for the General Fund totaling \$52,539.39 is approved for payment.

**10. Approval of Abstract of Audited Claims for Baxter Beach Grant Reimbursement**

After review, on motion by Trustee Price, seconded by Trustee Branco, it was unanimously **RESOLVED** that the Abstract of Audited Claims for Baxter Beach Grant Reimbursement, dated July 9, 2025, for the General Fund totaling \$52,539.39 is approved for reimbursement.

**11. Financial Report and Audit; Budget Transfers**

Clerk-Treasurer Kelly provided the Board of Trustees with the Financial Report and recommended the following budget transfers. On motion by Deputy Mayor Comer, seconded by Trustee Branco, it was unanimously **RESOLVED** to transfer the following funds:

\$386.35	from	A1420.44b · Litigation - Other	to	1620.44 · Building - Utilities
\$660.00	from	A1420.44b · Litigation - Other	to	1620.44 · Building - Contractual

There being no further business before the Board, on motion made by Trustee Price, seconded by Trustee Branco, it was unanimously **RESOLVED** that the meeting be and hereby is adjourned at 8:48 PM.

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Meghan Kelly, Village Clerk-Treasurer