

**Board of Trustees Meeting**  
**Village of Baxter Estates**  
**September 3, 2025**  
**6:45 PM**

**Meeting Minutes**

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

**Absent:** Trustee Alexander Price

**Also Present:** None

**1. Work Session**

The Board convened its work session at 6:45PM and discussed the Nassau County Village Officials Association 100<sup>th</sup> Anniversary Gala, the traffic issue on Bayside Avenue, and the Village Court’s official email address.

**2. Approval of July 9, 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 August 6, 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 members of the public in attendance.

**4. Resolution To Reschedule the October 2025 and November 2025 Meeting**

Upon motion by Deputy Mayor Comer, seconded by Trustee Branco, it was unanimously **RESOLVED** to move the October meeting from Wednesday, October 1<sup>st</sup> to Tuesday, October 7<sup>th</sup> and the November meeting from Wednesday, November 5<sup>th</sup> to Monday, November 10<sup>th</sup> due to scheduling conflicts.

**5. Resolution To Approve Expenditure to Nassau County Village Officials Association (NCVOA) for Tickets for the Annual Testimonial Dinner**

Upon motion by Deputy Mayor Comer, seconded by Trustee Price, it was unanimously **RESOLVED** to approve an expenditure to the Nassau County Village Officials Association for 5 tickets in the amount of \$625, with ticket totals to be reimbursed to the Village by the Board members for spouses.

**6. Resolution To Approve a New Street Sign on Shore Road at the Corner of Bayside Avenue**

Upon motion by Deputy Mayor Comer, seconded by Trustee Branco, it was unanimously **RESOLVED** to approve a new street sign on Shore Road on the corner of Bayside Avenue reminding drivers not to block the side street.

**7. Return of the Tax Roll and Warrant**

The Board reviewed the outstanding property tax amounts in the amount of \$60,072.59; no action was taken.

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**8. Resolution To Renew the Village's General Liability Insurance Policy**

Upon motion by Deputy Mayor Comer, seconded by Trustee Branco, it was unanimously **RESOLVED** to approve of the 2025 General Liability Insurance Package from the New York Municipal Insurance Reciprocal (NYMIR), effective on September 15, 2025 and expiring on September 15, 2026, in the aggregate premium amount of \$27,268.15, an increase of \$1,706.87 or 6.6734% over the expiring policy.

**9. Resolution To Approve an Expenditure for Pothole Repair on High Street**

Upon motion by Trustee Peckelis, seconded by Deputy Mayor Comer, it was unanimously **RESOLVED** to approve an expenditure from Robert Keogh Inc., in the amount of \$270.00, to repair a pothole on High Street.

**10. Approval of Abstract of Audited Claims**

After review, on motion by Deputy Mayor Comer, seconded by Trustee Branco, it was unanimously **RESOLVED** that the Abstract of Audited Claims, dated September 3, 2025, for the General Fund totaling \$38,298.00 is approved for payment.

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

After review, on motion by Deputy Mayor Comer, seconded by Trustee Branco, it was unanimously **RESOLVED** that the Abstract of Audited Claims for Baxter Beach Grant Reimbursement, dated September 3, 2025, for the General Fund totaling \$7,132.67 is approved for reimbursement.

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

Clerk-Treasurer Kelly provided the Board of Trustees with the Financial Report and recommended no budget transfers.

There being no further business before the Board, on motion made by Deputy Mayor Comer, seconded by Trustee Branco, it was unanimously **RESOLVED** that the meeting be and hereby is adjourned at 7:58 PM.

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Meghan Kelly, Village Clerk-Treasurer