

**VILLAGE OF UPPER BROOKVILLE
REGULAR BOARD OF TRUSTEES MEETING
Cottage at 24 Wolver Hollow Road
June 15, 2026, at 5:30 p.m.**

A Regular Board Meeting of the Board of Trustees of the Incorporated Village of Upper Brookville was held on Monday June 15, 2026, at 5:30 p.m.

Present:	Elliot S. Conway	Mayor
	Innis O'Rourke	Trustee
	Helen Solomon	Trustee
	Joseph Burns	Trustee

Also Present:	Tracy L. Lynch, Clerk/Treasurer
	Peter MacKinnon, Esq. of Humes & Wagner, LLP
	Attorneys for the Village
	Linda Scherer, Deputy Clerk/Treasurer
	Eric Irizarry, Chief MUBPD

THE PLEDGE OF ALLEGIANCE

MUBPD REPORT

The Chief presented the May 2026 Report for informational purposes only:

- 0 Motor Vehicle Accidents
- 0 Arrests
- 18 Traffic Tickets
- 1 Vacant Premise Checks
- 0 Deer Strikes

He reported that vehicle break ins have continued. He stressed the importance to residents that they lock their unattended vehicles and to be sure not to leave key fobs in, or near the vehicles.

PUBLIC COMMENT

A resident asked about the timing of the traffic light at the intersection of Wolver Hollow Rd and Northern Blvd. The traffic is heavy at times. The Clerk reported that she communicated with the NYS DOT who adjusted the timing of the light which seemed to improve the flow of traffic. The Chief agreed to add patrols to the area.

She also asked what is delaying the Village Hall completion. The Mayor said the location on a New York State highway (25A) and a Nassau County Road (Wolver Hollow), the overall utility demands and the location of electric, water and gas utilities on the opposite side of the roads have driven up costs with delays for permits and service provider requirements. PSEG, National Grid and Jericho Water District are all requiring the Village to upgrade the electric, gas and water services to the building. Potential legal matters between the contractor and a subcontractor have also introduced delays.

The construction cost will be higher due to a number of Village approved change orders.

Another resident thanked the Board and Village employees for making Upper Brookville a great community and that he appreciates the transparency and ability to have a voice.

He raised the issue of the tax levy increase and discussed the various components of the budget, principally the cost of police and fire, which are largely outside the village's control. The Mayor showed an analysis based on recent Office of the State Comptroller published data concluding that Upper Brookville's tax per capita is amongst the lowest of the 23 Nassau County Villages that have police departments. He also reported that the Village is discussing the sale of the 2 acre property on the corner of Wolver Hollow Rd and Chicken Valley Rd which has, over time, become a utility parking area.

He also raised the subject of the village adopting private roads. The Mayor mentioned that this has not been done for over 70 years.

MAYOR'S REPORT

Parkland Alienation and Deer Management Bill Update

The Mayor reported that the Village elected representatives in the legislature were not successful with the Parkland Alienation Bill. We will try again.

The Village was also not successful with the Deer Management Bill. However, the Mayor is working with the DEC to assist in more aggressive deer management measures.

After discussion by the Trustees and on motion duly made and seconded, the Board unanimously

RESOLVED to permit the Mayor to apply to the DEC for assistance with more aggressive deer management for health and safety reasons.

GPS Vehicle Tracking

The Mayor met with a vendor who can install GPS vehicle trackers on the vehicles recently purchased from NCS Leasing. The Village could piggyback off the attractively priced contract they have with Nassau County. There is a one-time charge of \$175/vehicle to install the tracker and hardware and \$22.95/month/vehicle for the tracking. For two vehicles, this equates to about \$1,000 for the first year and \$500 for subsequent years. The system will give the Village the ability to instantaneously track where vehicles are and where they've been.

After discussion by the Trustees and on motion duly made and seconded, the Board unanimously

RESOLVED to approve the installation of GPS tracking equipment and monitoring software on the Ford dump truck and Chevy pickup truck at a cost not to exceed \$3,000.

NEW VILLAGE HALL PROJECT

The Clerk reported that we are still waiting for final approval from Jericho Water District and the Nassau County Fire Marshall. JGM was expecting the stone samples for the exterior wall to be delivered this week. The windows were realigned in the dormer and the site lighting has been selected.

She also reported that NYS Department of Labor has requested prevailing wage rate documentation. She is working with JGM and LIRO to respond to the State.

MINUTES

The Mayor then called for approval of the Regular and Special Meeting Minutes of the Trustee meetings held on May 18, 2026 & and May 22, 2026.

On motion duly made and seconded, the Minutes were approved.
(See Attached Exhibits A & B)

FINANCIAL REPORT

Bills

The Clerk/Treasurer discussed all claim forms listed on the General Fund Check Detail dated June 15, 2026, totaling \$205,650.80 and June 16, 2026, totaling \$16,016.16. The Clerk reported that she reviewed the supporting invoice details and/or purchase contracts with a Trustee prior to the meeting.

After reviewing the invoices and backup documentation and discussion by the Trustees, on motion duly made and seconded, the Trustees

RESOLVED, to ratify and approve the bills listed on the General Fund Check Details dated June 15, 2026, totaling \$205,650.80 and June 16, 2026, totaling \$16,016.16.
(See Attached Exhibit C & D)

Treasurer's Report

Next, the Clerk presented the tentative May 2026 financials.

After discussion by the Trustees and on motion duly made and seconded, the Board unanimously

RESOLVED, to approve the tentative May 2026 Treasurer's Reports and Balance Sheets.
(See Attached Exhibits E & F)

CLERKS REPORT

LiRo and Cullen & Danowski Rate Increases

The Clerk reported that she received a request from LIRO for a 2026/27 rate increase of

about 3.5% which increases the hourly rate of the Village Engineer to \$298 and Associate Village Engineer to \$250 and a request from Cullen & Danowski LLP for a 6% increase for the annual audit totaling \$16,000.

After discussion by the Trustees and on motion duly made and seconded, the Board unanimously

RESOLVED to approve a 3.5% hourly rate increase for the LIRO Village Engineer and Associate Engineer and ratify approval of a 6% increase to Cullen & Danowski LLP for the annual audit.

ROAD COMMISSIONER/CODE INSPECTOR REPORT

The Clerk reported that the road crew have been busy mowing grass on Village property, removing a number of sections of downed trees from Village roads as a result of the recent rainstorms and the cleanup of Old Cedar Swamp Road.

BUILDING DEPARTMENT REPORT

The Village Clerk referred to the report submitted by the Building Department Clerk for May 2026 activity. The report highlights the building permit fee revenue collected as a result of new owner open permit searches, letters to residents with open and expiring permits and closing open permits when a new application is submitted. This revenue totals \$6,460 for May.
(See Attached Exhibit G)

BEAUTIFICATION COMMITTEE

Trustee Solomon asked the Board to consider the allowable height of piers on historic and non-historic roads in the Village. She asked if the zoning code is too restrictive. The Board agreed to continue the discussion.

FIRE & STORM WATER MANAGEMENT REPORT

No Report

ARCHITECTURAL REVIEW REPORT

No Report

LEGAL REPORT

No Report

The Board entered Executive Session at 6:51 p.m.

At 7:35 p.m. the Board came out of Executive Session where they discussed a zoning matter, deer management and Mill River Club drainage issue and fireworks permit application.

After discussion by the Trustees and on motion duly made and seconded, the Board unanimously

RESOLVED to authorize the Mayor to engage a planner to review the Village's Master Plan overall and the Village property on the corner of Wolver Hollow Rd and Chicken Valley Rd and that the potential sale and potential future residential use of the property will be compatible with the planning goals of the village and

FURTHER RESOLVED to discuss the potential sale of the property with a real estate agent, with or without the parkland designation and

FURTHER RESOLVED to investigate relocating the police booth on the property to a different location in the Village and

FURTHER RESOLVED to permit the Village to incent residents to apply for and obtain DEC deer damage permits by offering a \$100 grant, upon proof of the permit receipt to the property owner, to assist in their prospective deer management efforts and

FURTHER RESOLVED to approve a list of issues that we would like to get a firm commitment in good faith from the Mill River Club that will address the drainage problem and to that commitment, the Village will authorize the fireworks permit with the understanding that if the drainage issue is not resolved by January 1, 2027, the Village will review whether the Club is in compliance with the terms of their special use permit. The Mayor is empowered by the Board of Trustees to negotiate and sign an agreement with the Mill River Club intended to resolve the drainage issues with an immediate engineering solution to be in place by the end of August 2026, with a permanent solution in place by end of 2027.

The meeting was adjourned at 7:52 p.m.

The next regular meeting is scheduled for Monday July 20, 2026 @ 5:30 p.m.

Signed by TL Lynch 7/13/2026

Tracy Lynch
Village Clerk