

MINUTES
BOARD OF TRUSTEES
VILLAGE OF NORTH HILLS
Village Hall
One Shelter Rock Road
North Hills, New York
October 15, 2025
7:30 pm

PRESENT: Mayor Marvin Natiss
Deputy Mayor Dennis Sgambati
Trustees Elliott Arnold, Gail Cohen and Phyllis Lentini
Marianne Lobaccaro, Village Administrator
Peter Cinquemani, Superintendent of Building Department
A. Thomas Levin, Village Attorney

EXCUSED: None

Mayor Natiss called the meeting to order at 7:30 pm.

The Mayor announced that the Board's next regular meeting date is November 19, 2025 at 7:30 pm.

The minutes of the September 17, 2025 meeting were approved on motion by Trustee Cohen, seconded by Trustee Arnold, and adopted unanimously. The approved minutes are on file in the village office.

The Mayor opened a continued public hearing with respect Bill NH 2025B.1, a local law to provide for the maintenance of private roads. Mayor Natiss explained that the purpose of the law was not to be punitive, but rather to provide a mechanism for the Village to assure travelers of safety on private roads. Public comments were invited, and the owners of property in the Village at 8 Bonnie Lynn Court and 3 Bonnie Lynn Court made comments. There being no other comments, the hearing was closed on motion by Trustee Lentini, seconded by Deputy Mayor Sgambati and adopted unanimously. The Board discussed the proposed law and the comments received at

the public hearings. On motion by Trustee Cohen, seconded by Trustee Lentini and adopted unanimously, the proposed law was adopted as Local Law 3-2025. A copy of the local law is on file with these minutes, and the Village Administrator will file the local law with the New York Secretary of State.

Village Administrator Lobaccaro read the Treasurer's Report for September 2025, which was approved unanimously on motion by Trustee Arnold, seconded by Trustee Lentini and unanimously adopted.

On motion by Deputy Mayor Sgambati, seconded by Trustee Arnold and adopted unanimously, the Board approved the budgetary transfers as requested in the October 10, 2025 memorandum from the Village Administrator.

On motion by Trustee Cohen, seconded by Trustee Arnold and adopted unanimously, the Board approved payment of the claims on General Fund Warrant 10/25. A copy of the approved Warrant is attached to these minutes.

The Board received a report from Shirley Bruno, the Village's representative to the Great Neck/North Shore Cable Commission and a Director of North Shore TV. The Verizon franchise renewal agreement has been approved by the Public Service Commission, and negotiations continue with respect to renewal of the Altice franchise agreement. Ms. Bruno advised that the PEG channel assignments had been moved by Altice without the Commission's input or consent. She noted staffing issues at North Shore TV, and discussed various programming plans.

The Board discussed the appointment of a Village Historian. On the

recommendation of the Village Administrator, the Mayor appointed Elliott Bissu as Village Historian. The appointment was approved on motion by Deputy Mayor Sgambati, seconded by Trustee Arnold and unanimously adopted. Trustee Cohen suggested that the Village provide Mr. Bissu with a laptop computer. Trustee Cohen moved that the Village Historian receive a \$500 annual stipend. Deputy Mayor Sgambati seconded the motion, which was adopted unanimously.

The Board discussed proposals to reconstruct a shed at the Village Hall property. Mr. Cinquemani noted his October 10, 2025 memorandum, and advised that he was waiting for a copy of requested insurance policies and other documents. Further discussion of this matter will be continued at the November 19 Board meeting.

The Board discussed a request from NYU Langone Health for extension of Permit #B-23-121 for a temporary trailer at 1440 Northern Boulevard. After discussion, on motion by Deputy Mayor Sgambati, seconded by Trustee Lentini and adopted unanimously, the Board granted an extension of the permit to November 30, 2026, on condition that the property owner pay a fee of \$150.

The Board discussed the usage of the Village shuttle service and noted that it continues to remain strong. The situation will continue to be monitored.

On motion by Mayor Natiss, seconded by Trustee Cohen, and adopted unanimously, the Board convened in executive session at 8:23 pm to discuss legal advice with the Village Attorney. The Board discussed a proposal from Crown Castle for amendment of the current lease agreement for the Shelter Rock Road cell tower facility.

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The consensus of the Board was not to proceed with any of the proposed amendments.

On motion by Trustee Cohen, seconded by Deputy Mayor Sgambati and adopted unanimously, the Board returned to public session at 8:50 pm.

There being no further business, on motion by Deputy Mayor Sgambati, seconded by Trustee Lentini and adopted unanimously, the meeting was adjourned at 8:51 pm.

THE ABOVE MINUTES WERE FILED IN THE VILLAGE
OFFICE OF THE VILLAGE OF NORTH HILLS AT:

TIME: 10:50 AM/PM

DATE: November 20, 2025

PERSON FILING: Marianne C. Lobaccaro
(Print full name of filer)



Department of State
Corporations, State Records & UCC

New York State
Department of State
DIVISION OF CORPORATIONS,
STATE RECORDS AND
UNIFORM COMMERCIAL CODE
One Commerce Plaza
99 Washington Ave.
Albany, NY 12231-0001
dos.ny.gov

Local Law Filing

Pursuant to Municipal Home Rule Law §27

Local Law Number ascribed by the legislative body of the local government listed below:

3 of the year 20 25

Local Law Title: A local law to provide for the maintenance of private roads.

Be it enacted by the Board of Trustees of the
(Name of Legislative Body)

☐ County ☐ City ☐ Town ☒ Village
(Select one)

of North Hills as follows on the attached pages:
(Name of Local Government)

For Office Use Only

Department of State Local Law Index Number: _____ of the year 20 _____

(The local law number assigned by the Department of State for indexing purposes may be different from the local law number ascribed by the legislative body of the local government.)

Local Law Filing

(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)

1. (Final adoption by local legislative body only.)

I hereby certify that the local law annexed hereto ascribed as local law number 3 of 2025 of the (County)(City)(Town)(Village) of North Hills was duly passed by the Board of Trustees on October 15, 2025 in accordance with the applicable provisions of law.

(Name of Legislative Body)

2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer*.)

I hereby certify that the local law annexed hereto, ascribed as local law number _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____ and was (approved)(not approved)(repassed after disapproval) by the _____ on _____ 20____ in accordance with the applicable provisions of law.

(Name of Legislative Body)

(Elective Chief Executive Officer*)

3. (Final adoption by referendum.)

I hereby certify that the local law annexed hereto, ascribed as local law number _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____ and was (approved)(not approved)(repassed after disapproval) by the _____ on _____ 20____.

(Name of Legislative Body)

(Elective Chief Executive Officer*)

Such local law was submitted to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general)(special)(annual) election held on _____ 20____ in accordance with the applicable provisions of law.

4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)

I hereby certify that the local law annexed hereto, ascribed as local law number _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____ and was (approved)(not approved)(repassed after disapproval) by the _____ on _____ 20____. Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of _____ 20____ in accordance with the applicable provisions of law.

(Name of Legislative Body)

(Elective Chief Executive Officer*)

* Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.

Local Law Filing

5. (City local law concerning Charter revision proposed by petition.)

I hereby certify that the local law annexed hereto, ascribed as local law number _____ of 20____ of the City of _____ having submitted to referendum pursuant to the provisions of Section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on _____ 20____ became operative.

6. (County local law concerning adoption of Charter.)

I hereby certify that the local law annexed thereto, ascribed as local law number _____ of 20____ of the County of _____ State of New York, having been submitted to the electors at the General Election of November _____ 20____ pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in the paragraph 1 above.

(Seal)

Marianne C. Helicars

Clerk of the county legislative body, City, Town or Village Clerk or officer designated by local legislative body

October 15, 2025

(Date)

Section one. Purpose and Intent.

- A. Properly maintained roads or rights of way which are in private ownership, but which are regularly used for vehicular traffic by the owner(s) and other persons, are declared to be of importance to the health and safety of the inhabitants of this Village and users of such private roads. The safeguarding of the public against unwarranted dangers and hazards which may exist if such road is deemed essential to the economy of the Village and to the general welfare and well-being of its inhabitants and members of the general public. Improperly maintained private roads are detrimental to the health, safety and general welfare of the Village, and of person and vehicles traveling over such roads. Such conditions create serious hazards, increasing the risk of injuries to passengers in motor vehicles, pedestrians and property.
- B. It is the intention of this law to provide minimum standards for maintenance of private roads in the Village of North Hills, and to provide methods for enforcement of such standards in addition to any other provisions which may presently exist in the Village Code or otherwise. It is further the intention of this law that the Village, in its sole discretion, may pursue any of such enforcement provisions individually, or in any combination.

Section two. The Code of the Village of North Hills is hereby amended, by adding thereto a new section, to be section 172-3.2, read as follows:

"Section 172-3.2. Maintenance of private roads.

- A. Definitions. As used in this section, unless the context or subject matter clearly requires otherwise, the following terms shall have the indicated meaning:
 - (1) "Owner". Any person or entity having title to real property in the Village of North Hills on which a private road is located, or which abuts a private road.
 - (2) "Private Road". Every road, lane, way, right of way, street, path or other place in private ownership which is open to free, and

unrestricted use and/or general right of passage by the public for motor vehicle traffic, or which provides vehicular access to two or more properties, or is used for vehicular travel by the owner of such property and by others having express or implied permission from the owner.

(3) "Roadway". That portion of a private road ordinarily or regularly used for motor vehicle, bicycle, or pedestrian traffic.

B. Every owner of a private road, or any part thereof, within the Village of North Hills shall be required to maintain that portion of such private road which is located on or abuts the property of such owner.

C. Maintenance standards. It shall be unlawful for an owner to permit one or more of the following conditions to exist on the portion of a private road located on, or abutting, the property of such owner:

(1) Potholes which are three or more inches deep or eight or more inches in diameter, or are so numerous as to constitute a hazard to traffic on such portion of the private road.

(2) Dust stirred up by traffic during the normal use of the private road, creating a risk of impairing the vision of persons operating vehicles using the private road.

(3) Mud. Road conditions which cause or permit the splashing of mud during the normal use of the private road, such as to impair impairing the vision of motorists using the private road or creating a risk of motor vehicles becoming stuck.

(4) Dust conditions, exceeding reasonably acceptable levels, particularly on unpaved surfaces.

(5) Obstructions of traffic. No obstruction of traffic, nor any condition which would impair or impede the passage of vehicles, pedestrians or bicycles, may exist or continue on any private road. Roadside vegetation shall be maintained in a manner as to prevent obstruction of sight distance for safe passage.

(6) Maintain acceptable smoothness for user comfort and operating speed, taking into account the nature of the particular road and the extent to which it is used by vehicles.

(7) Drainage facilities, such as culverts and ditches, shall be kept functional to prevent blockage and/or environmental damage.

D. Grading, drainage and paving standards.

(1) All private roads shall be crowned so that the center of the private road is at least six inches higher than either of the edges of the roadway. It shall be unlawful for the owner to permit the road to be in a condition whereby standing water collects on the road.

(2) Materials. All private roads shall be paved with or have a minimum base of 18 inches of bank-run gravel and a minimum of six inches of crusher-run gravel top. Private roads which are not paved or covered with gravel as hereinabove provided shall be unlawful.

E. Enforcement Officer. The Superintendent of Building Department shall be the Enforcement Officer of this section, except that appearance tickets for violations of this section may be issued by any person authorized by law to issue such appearance tickets in the Village.

(1) Duty to inspect, service of notice. The Enforcement Officer shall from time to time inspect private roads within the Village as deemed reasonably necessary based upon the Enforcement Officer's knowledge of conditions on such private roads. Upon determining that a private road is not being maintained, improved or repaired in accordance with the requirements of this section, the Enforcement Officer may serve a written notice upon the owner or owners, either by personal delivery, or by regular and certified mail, return receipt requested, demanding compliance with the provisions of this section.

(2) Contents of notice. Such notice shall specify the work to be performed in order to remediate such violation, and provide a

reasonable time within which to complete the work, which in no event shall exceed thirty (30) calendar days, except when weather or other conditions make performance of the work within such period of time impracticable.

(3) Extensions of time.

- a. One request for extension of the time for completion of such work may be granted by the Enforcement Officer for good cause shown when deemed appropriate by the Enforcement Officer, provided that such request shall be made in writing, filed with the Enforcement Officer prior to the expiration of the time in which the work is required to be completed. No such extension shall exceed an additional period of thirty (30) calendar days.
 - b. For good cause shown, and upon written application filed with the Village Clerk prior to the expiration of the extended time in which the work is required to be completed, the Board of Trustees may, in its sole discretion, grant one or more additional extensions of time to complete such work. Any such application shall be accompanied by payment of such fees as is established by the Board of Trustees, as set forth in the Village Schedule of Fees. Such additional extensions of time granted by the Board of Trustees may include reasonable conditions as determined by the Board of Trustees, including the payment of penalties in the event of failure of timely completion, or the posting of a surety bond or cash deposit to assure the timely completion of the work.
- F. Failure of owner or owners to comply. Upon the failure of the owner or owners to complete required work within the designated time to do so, the Enforcement Officer shall promptly make a written report thereof to the Board of Trustees. The Enforcement Officer may also institute such proceedings as may be reasonable and proper for enforcement of this section.
- G. Violations. Any person, firm or entity who or which violates any provision of this section shall be guilty of a violation and, upon conviction thereof, shall be punishable for each such offense by a fine

of not more than \$1,000. Each week, or part thereof, in which a violation occurs or continues shall constitute a separate violation. In addition to any other penalty which may be provided by law, the Board of Trustees may authorize enforcement of the provisions of this section by civil action for any remedy available in law or equity, including a civil action for injunctive relief, fines and/or damages. "

Section three. Separability. The provisions of this local law are separable, and if any clause, sentence, paragraph, section, article, or part of this local law shall be adjudged to be invalid by any court of competent jurisdiction, such judgment shall not affect, impair or invalidate any other part of this local law, or the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, section, article, or part thereof directly involved in the controversy in which such judgment shall have been rendered. It is hereby declared to be the legislative intent that this local law would have been adopted if such illegal, invalid, or unconstitutional provision, clause, sentence, subsection, word or part had not been included therein, and as if such person or circumstance, to which the local law or part thereof is held inapplicable, had been specifically exempt therefrom.

Section four. This local law shall not apply to any pending prosecution for any violation of the Code of the Village of North Hills, nor to any prosecution for any such violation which may have occurred prior to the effective date of this local law. Each such prosecution shall proceed and continue, and in the event of a conviction for such violation the applicable penalty for such violation shall be as provided in the Village Code as of the date of such violation.

Section five. Effective Date. This local law shall take effect immediately upon adoption and filing pursuant to the Municipal Home Rule Law.