



**Minutes
Business Meeting - 3:30 PM
Village Hall
May 15, 2017**

Approved: Action items 1-28 remove #3

Approved: Go into executive session 5:18pm

Approved: Come out of executive session 5:55pm

Approved: Adjourn the meeting 6:01pm

Mayor Garant called the meeting to order at 3:35 PM.

ATTENDANCE:

Mayor Garant, Trustees, Loucks, LaPointe, Miller

Village Attorney Egan, Village Administrator/Clerk Juliano, Village Treasurer Wintjen,

Village Deputy Clerk Mordente, Village Administrator Assistant Carmody.

Excused: Trustee D'Abramo

I. Business Meeting:

Action Items:

1. Approve the Minutes of May 1, 2017.
2. Authorize the Mayor to enter into a contract with MG Golf Shop LLC., for operation of the PJ Pro Shop.
3. Authorize the Mayor to enter into a contract with Heartland to administer parking fees subject to approval of contract by counsel.
4. Approve the recommendation of Chief Tomaszewski to hire Ciara Little as Appearance Ticket Officer at \$15.50p/hr.
5. Approve the request of Renee Lemmerman to hire Michael Cipollino, (Port Jefferson) Beach Manager at \$16 per hour.
6. Approve Kelly Reilly as supervisor of Port Jefferson Jitney from Memorial Day to the end of October \$5,000.00 stipend, to be paid in \$2,500.00 increments once on May 24, 2017 and again on August 30, 2017 from the Parking Fund.
7. Approve the proposal from Gallino & Sons for \$19,500.00 to repair the sump that was blown out between Old Homestead and Oakwood Rd, from account #A5650.0400. Contractor to comply with prevailing wage.
8. Approve the recommendation of Steve Gallagher to purchase a Crack Pro Heated Hose Machine from SealMaster a sole source provider of this machinery, in the amount of \$64,585.00 includes delivery and training.
9. Approve sidewalk and curb repairs on North Country Road at Thorne Lane to the corner with Deal Concrete from County Contract #5-16.6.21A for a sum not to exceed \$14,258 from General Fund Account #A.5650.0400.
10. Approve sidewalk and curb repairs on Main Street in front of Theatre Three to the corner of Maple Place with Deal Concrete from County Contract #5-16.6.21A for a sum not to exceed \$38,717 from General Fund Account #A.5410.0400.
11. Approve correction to the minutes 2/22/17 for Advanced Environmental Services \$32,870.00 the fee was listed incorrectly as \$32,000.00 Budget Line H8997.0101.
12. Approve Roger Corcella's invoice 2017-065 in the amount of \$3,000.00 for services at the Grill Room.
13. Approve change order in the amount of \$1,869.79 for LICC, Inc. for locker rooms at the Port Jefferson Country Club.
14. Approve Verdone Building Corp. change orders 2-5 for the PJ Grill Room in the amount of \$6,607.56 making the total payment \$9,207.56.
15. Approve North Shore Tree & Landscaping to remove trees at Toast staircase pocket park at Traders Cove in the amount of \$2,850.00 budget line A5110.42.
16. Approve the request of Bill Mackedon to hire/rehire the following:
 1. Christina Wellbrock new employee Farmingville Resident \$10.00/hr. work through the close of the season – to work in the pro-shop.
 2. Danielle Bambola new employee Miller Place Resident \$10.00/hr. work through Aug 25 - to work in the pro –shop
 3. Shane DeVincenzo new employee Port Jefferson Resident \$10.00/hr start date late summer through the close of the season – to work outside carts
 4. Christopher LaGatta rehire Mt Sinai Resident \$10.00/hr start date May 25 end date Aug 25 to work outside carts.
17. Approve the hiring of Village Election Workers for the June 20, 2017 Village Election to be held at the Village Center - Chairperson – Mary Moore at \$12.50/ hour. Inspectors/ Workers - Mickie Ackerman, Caroline Ennis, Debbie Frank, Elaine Freda, Maureen Kit, Peggy Smith, Bunny Daly, Nancy Lustig, Arlene Rothenhausen, Peggy Sheprow, Rita Pederson, Monica D Williams, Sandy Zamek, Joan Fortgang, Claire Lee, Irene Siegal, Peggi Battaglia, Patrice Piscituta, Stephanie Free, and Anita Spencer at \$11.00/ hour. All requested salaries are within the budget. (must get a doctor's note before start).
18. Approve the recommendation of Treasurer Arta Wintjen to send Sharon Hedlund to Intro to Governmental Accounting class June 6-8 \$85.00 and also send Michelle Ferrante and Lynn Sule to Advanced Accounting School September 26 – 28, 2017 \$85 each budget line A1325.0400.
19. Approval to send a foursome to the SCOVA Golf Outing at a cost of \$1,500.00 budget line A1920.40.
20. Approve entering into a contact with Heartland Payment Systems for Credit Card Processing at a transaction fee of \$0.065 pending review and approval of Village Attorney Egan.

21. Approve the following resolution:

NYS DASNY – Project ID#6591

Expansion of the Public Works Maintenance and Storage Facility

WHEREAS, the Village of Port Jefferson is always desirous to improve the economy and quality of life within the Village of Port Jefferson and WHEREAS, through the Dormitory Authority of the State of New York State and Municipal Facilities Program (SAM), New York State participates with local governments in the development, support and funding of capital projects; and

WHEREAS, as part of the DASNY grant management process in conformity with Port Jefferson’s local development plans the State of NY requires a resolution of the Port Jefferson Village Board showing local support for the proposed DASNY project and that the project: (a) is an appropriate fund for the project; (b) facilitates effective and efficient use of existing and future public resources, and (c) develops and enhances infrastructure and/or facilities.

Further, the DPW Expansion are consistent with local land use controls. As per the Building Department, no building permits are necessary for the expansion. The project will be located on Village land, either land directly owned by the Village or land in which an easement has been granted to the Village. Consequently, the proposed project is classified as a Type 2 action under 617.5(c)(7) and, therefore, exempt from SEQR. No EAF is required.

Type II 617.5(C)(7) construction or expansion of a primary or accessory/appurtenant, non-residential structure or facility involving less than 4,000 square feet of gross floor area and not involving a change in zoning or a use variance and consistent with local land use controls, but not radio communication or microwave transmission facilities;

NOW THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Port Jefferson hereby states its support of the DASNY SAM grant award for \$450,000 for an Expansion of the Public Works Maintenance and Storage Facility, and be it further

RESOLVED, that the Port Jefferson Village Board will commit a 20% match of \$90,000 for this project and authorizes the Mayor and/or Deputy to sign any and all necessary documents, including but not limited to the required easement/lease documents and an intermunicipal agreement, subject to review and approval of the Village Attorney, to participate in the above referenced program.

22. Approve the following resolution:

NYS DASNY – Project ID#7377

Electric and Telecommunications Utility Line Improvements on Main Street

WHEREAS, the Village of Port Jefferson is always desirous to improve the economy and quality of life within the Village of Port Jefferson and WHEREAS, through the Dormitory Authority of the State of New York State and Municipal Facilities Program (SAM), New York State participates with local governments in the development, support and funding of capital projects; and

WHEREAS, as part of the DASNY grant management process in conformity with Port Jefferson’s local development plans the State of NY requires a resolution of the Port Jefferson Village Board showing local support for the proposed DASNY project and that the project: (a) is an appropriate fund for the project; (b) facilitates effective and efficient use of existing and future public resources, and (c) develops and enhances infrastructure and/or facilities.

Further, the Electric and Telecommunications Utility Line Improvements on Main Street are consistent with local land use controls. As per Village Code Chapter 215, the Village has legal control and ability to direct the repair, construction and obstruction of the subject sidewalks.

NOW THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Port Jefferson hereby states its support of the DASNY SAM grant award for \$125,000 for an Electric and Telecommunications Utility Line Improvements on Main Street, and be it further

RESOLVED, that the Port Jefferson Village Board authorizes the Mayor and/or Deputy to sign any and all necessary documents, including but not limited to the required easement/lease documents and an intermunicipal agreement, subject to review and approval of the Village Attorney, to participate in the above referenced program.

23. Approve the following resolution:

Suffolk County Downtown Revitalization Program

Tennis Court Restroom Upgrade

WHEREAS, the Village of Port Jefferson is always desirous to improve the economy and quality of life within the Village of Port Jefferson and WHEREAS, through the Suffolk County Downtown Revitalization Program, the County of Suffolk participates with local governments in the development, support and funding of projects located in Suffolk County that will have an important and sustainable impact on downtowns and business districts; and

WHEREAS, as part of the application process in conformity with Suffolk County Resolution No. 808-1998, the County of Suffolk requires a resolution of the Port Jefferson Village Board showing local support for the proposed project; and

WHEREAS, upon the County’s approval of the project, the Village of Port Jefferson would be required to enter into an intermunicipal agreement with the County under Article 5-G of the General Municipal Law pursuant to which the Village of Port Jefferson would be required to undertake and complete the project and the County would be responsible for providing financing for all or part of the cost of the project; and

WHEREAS, in order to provide County financing for all or part of the project, the County of Suffolk must obtain a leasehold, easement or other real property interest in the site of the project; and WHEREAS, the Port Jefferson Business Improvement District (BID) is desirous of proposing that the Village of Port Jefferson participate in such program in connection with upgrade of the public tennis court restrooms in Port Jefferson in the following locations:

TAX MAP # DISTRICT: 0206 SECTION:12 BLOCK:7 LOT: 12

The purpose of this tennis court restroom upgrade would be to reconfigure restrooms to: (a) create an extra restroom (to create 3 bathrooms total where now only 2 exist), (b) install ADA/Handicap accessible doors for entrance, (c) install a panic bar on all interior doors. This upgrade is in great need as the Village Tennis Court sees over 1,000 per week and handicap accessibility to the bathroom has caused difficulty for some visitors. This project will improve access for our seniors, veterans and handicap populations that take advantage of our public recreational options near the tennis court including a children's park, picnic area and the Village Barn where free children and family events are held. The Village of Port Jefferson is applying for \$49,000 (49%) under the program with the remaining \$51,000 (51%) covered by a Village match.

The tennis/soccer court restroom and the structures are consistent with local land use controls. As per the Building Department, no building permits are necessary for the upgrade of the restrooms. The tennis court will be located on Village land, either land directly owned by the Village or land in which an easement has been granted to the Village. Consequently, the proposed project is classified as a Type 2 action under 617.5(c)(7) and, therefore, exempt from SEQR. No EAF is required.

Type II 617.5(C)(7) construction or expansion of a primary or accessory/appurtenant, non-residential structure or facility involving less than 4,000 square feet of gross floor area and not involving a change in zoning or a use variance and consistent with local land use controls, but not radio communication or microwave transmission facilities;

NOW THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Port Jefferson hereby states its support of the Port Jefferson Business Improvement District (BID) project proposed pursuant to the Suffolk County Downtown Revitalization Program through the Village of Port Jefferson and be it further

RESOLVED, that the Port Jefferson Village Board authorizes the Mayor and/or Deputy to sign any and all necessary documents, including but not limited to the required easement/lease documents and an intermunicipal agreement, subject to review and approval of the Village Attorney, to participate in the above referenced program.

24. Approve the following resolution:

NYS DASNY – Project ID#8639
Installation of Sidewalks on Main Street

WHEREAS, the Village of Port Jefferson is always desirous to improve the economy and quality of life within the Village of Port Jefferson and WHEREAS, through the Dormitory Authority of the State of New York State and Municipal Facilities Program (SAM), New York State participates with local governments in the development, support and funding of capital projects; and

WHEREAS, as part of the DASNY grant management process in conformity with Port Jefferson's local development plans the State of NY requires a resolution of the Port Jefferson Village Board showing local support for the proposed DASNY project and that the project: (a) is an appropriate fund for the project; (b) facilitates effective and efficient use of existing and future public resources, and (c) develops and enhances infrastructure and/or facilities.

Further, the Installation of Sidewalks on Main Street are consistent with local land use controls. As per Village Code Chapter 215, the Village has legal control and ability to direct the repair, construction and obstruction of the subject sidewalks.

NOW THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Port Jefferson hereby states its support of the DASNY SAM grant award for \$200,000 for an Installation of Sidewalks on Main Street, and be it further

RESOLVED, that the Port Jefferson Village Board authorizes the Mayor and/or Deputy to sign any and all necessary documents, including but not limited to the required easement/lease documents and an intermunicipal agreement, subject to review and approval of the Village Attorney, to participate in the above referenced program.

25. Approve the following resolution:

NYS DASNY – Project ID#7985
Purchase of a Dump Truck

WHEREAS, the Village of Port Jefferson is always desirous to improve the economy and quality of life within the Village of Port Jefferson and WHEREAS, through the Dormitory Authority of the State of New York State and Municipal Facilities Program (SAM), New York State participates with local governments in the development, support and funding of capital projects; and

WHEREAS, as part of the DASNY grant management process in conformity with Port Jefferson's local development plans the State of NY requires a resolution of the Port Jefferson Village Board showing local support for the proposed DASNY project and that the project: (a) is an appropriate fund for the project; (b) facilitates effective and efficient use of existing and future public resources, and (c) develops and enhances infrastructure and/or facilities.

Further, the purchase of a dump truck is consistent with local land use controls. Consequently, the proposed project is classified as a Type 2 action under 617.5(c)(7) and, therefore, exempt from SEQR. No EAF is required.

Type II 617.5(C)(7) construction or expansion of a primary or accessory/appurtenant, non-residential structure or facility involving less than 4,000 square feet of gross floor area and not involving a change in zoning or a use variance and consistent with local land use controls, but not radio communication or microwave transmission facilities;

NOW THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Port Jefferson hereby states its support of the DASNY SAM grant award for \$200,000 for the purchase of a dump truck, and be it further

RESOLVED, that the Port Jefferson Village Board authorizes the Mayor and/or Deputy to sign any and all necessary documents, including but not limited to the required easement/lease documents and an intermunicipal agreement, subject to review and approval of the Village Attorney, to participate in the above referenced program.

26. Approve the following resolution:

Jumpstart Suffolk County Grant Program
Resolution for Upper Port Transformative Multidimensional Transit Oriented Project (TOD)
at Railroad Street at Port Jefferson LIRR Station

WHEREAS, the Village of Port Jefferson is always desirous of supporting the economic vibrancy of its transformation hubs in the Village; and
WHEREAS, the Jump Start Suffolk County Grant Program was created to assist, in part, public/private partnerships that seek to redevelop communities surrounding transportation hubs; and
WHEREAS, Jump Start Suffolk County has identified the Railroad Street transit-oriented development project within the larger Port Jefferson Village Upper Port Revitalization (“Uptown Funk”) effort as an eligible project for funding under its program; and
WHEREAS, upon the County’s approval of a Jump Start-funded project, the Village would be required to enter into an intermunicipal agreement with the County pursuant to which the Village of Port Jefferson would be required to procure and oversee the project while the County would be responsible for providing financing for part of the cost of the project; and
WHEREAS, in order to access Jump Start Suffolk County financial for all or part of funded projects, the County of Suffolk must further obtain from the Village a leasehold, easement or other real property interest in the site of funded improvements on Village property; and
NOW THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Port Jefferson states its acceptance of \$250,000 in funding from Suffolk County Jump Start program and
HEREBY AUTHORIZES the Village Mayor to accept grant funding, and sign any and all documents in connection with this project funded under the Jump Start Suffolk County program, including but not limited to the required lease easement/lease documents, any SEQRA requirements and an inter-municipal agreement and upon such terms and conditions as may be acceptable to the Village Attorney.

27. Approve the warrants as presented by Treasurer Arta and approved by claims auditor Britt:

FUND	AMOUNT	DATE	CHECK
General	\$ 10,039.11	5/15/17	ACH DEBIT
General	\$ 37,140.90	5/15/17	031007-031036
General	\$ 26,953.26	5/15/17	031037-031064
General	\$ 25,742.16	5/15/17	031065-031090
PJCC	\$ 18,028.00	5/15/17	ACH DEBIT
PJCC	\$ 16,869.30	5/15/17	20648-20677
PJCC	\$ 2,750.00	5/15/17	20678-20679
Trust	\$ 10,715.00	5/15/17	002586-002595
Trust	\$ 500.00	5/15/17	002596-002597
Capital	\$ 149,186.53	5/15/17	1746-1762
Capital	\$ 13,200.00	5/15/17	1763-1764
Capital	\$ 5,685.00	5/15/17	1765-1766

28. Authorize the Mayor to accept the Texaco Park Improvement Plan with Rail Realty.

- Motion by Mayor Garant second Trustee LaPointe, to approve Action Items 1-28; discuss item #16 in executive session and remove #3 as it’s a duplicate of #20.
Motion passed 4/0

III. Executive Session

- Motion by Mayor Garant, second by Trustee LaPointe to go into executive session at 5:18pm to discuss one personnel item and pending litigation.
Motion passed 4/0
- Motion by Trustee LaPointe second by Trustee Loucks to come out of executive session at 5:55pm.
Motion passed 4/0
- Motion by Mayor Garant, second by Trustee Loucks to approve Action Item number 16 and require D. Bambola to submit a doctor’s notice before she is to begin work.
Motion passed 4/0

IV. Adjourn

- Motion by Mayor Garant, second by Trustee Loucks, to adjourn the meeting at 6:01pm.
Motion passed 4/0

Respectfully Submitted

Robert J. Juliano
Village Administer/ Clerk
May 16, 2017