



**Minutes
Village Hall
July 17, 2017 6:00PM**

Approved: Action items 1-16
Approved: Closed Public Forum
Approved: Go into Executive Session at 8:30pm
Approved: Come out of Executive Session at 9:44pm
Approved: Adjourn the meeting at 9:50pm

Mayor Garant called the meeting to order at 6:00PM.

ATTENDANCE:

Mayor Garant, Trustees D'Abramo, Loucks, LaPointe, Miller
 Village Attorney Egan, Village Administrator/Clerk Juliano, Deputy Clerk Mordente,
 Excused: Assistant to the Village Administrator Carmody

I. ACTION ITEMS:

1. Approve the appointments of the Mayor –

MAYORAL APPOINTMENTS

Organizational Meeting

Deputy Mayor:
 Commissioner of Finance
 Commissioner of Public Works:
 Commissioner of Public Safety (Code & Court)
 Commissioner of Buildings:
 Public Safety Advisory Committee Liaison:
 Planning Board Liaison:
 Zoning Board Liaison:
 Architectural Review Committee Liaison:
 Administration and Employee Liaison:
 Recreation Advisory Council Liaison:
 Parks Advisory Council Liaison:
 PJ Harbor Arts & Education Conservancy:
 Port Jefferson Harbor Commissioner:
 PJCC Management Advisory Council Liaison:
 Village Board Member to B.I.D.:
 Conservation Advisory Committee Liaison:
 Parking Liaison:

Appointments

Trustee LaPointe
 Mayor Garant
 Trustee LaPointe
 Mayor Garant
 Trustee D'Abramo
 Trustee LaPointe
 Trustee D'Abramo
 Trustee D'Abramo
 Trustee Miller
 Trustee La Pointe
 Trustee Loucks
 Trustee Loucks
 Trustee Loucks
 Harry Faulknor
 Trustee Loucks
 Trustee D'Abramo
 Trustee Miller
 Trustee LaPointe

Officials of the Village

Village Clerk
 Village Treasurer
 Deputy Village Clerk
 Village Attorney:
 Village Prosecutor
 Asst Village Attorney/Director of Bldg. & Planning
 Village Budget Officer:
 Receiver of Taxes:
 Village Assessor:
 Registrar:
 Sub Registrar:
 Chief Supervisor of Code Enforcement:
 Secretary to Planning/ Zoning Board:
 Assistant to the Mayor
 Official Newspaper:
 Village Board Public Forum Meetings:
 Auditors:

Robert J. Juliano (Hold Over)
 Denise Mordente (Interim Village Administrator)
 Barbara Sakovich
 Brian Egan
 Dara Orlando-Martin
 Alison LaPointe
 Mayor Garant
 Robert Juliano
 Paul D'Amato
 Marissa Lebron
 Robert Juliano
 Wally Tomaszewski (Hold Over)
 Cindy Suarez
 Barbara Sakovich
Port Times Record
 1st Monday of each month
 Cullen & Danowski, LLP

Mileage reimbursement - Effective July 1, 2017, \$0.53.5 per mile (IRS standard rate as of June 2017) for employees using personal vehicles for Village related activities.

Meal reimbursement -

Meal reimbursement for Village Employees and Members of Boards Traveling for Village Business/ Conferences/ Training Classes shall be reimbursed as follows;
 When the meal is not included with the Conference/ Training/ Meeting cost reimbursement will be made with the submission of the proper receipt(s) in the following manner:

- Total cost of meals not to exceed \$60.00 per day.

At no time will the reimbursement cover the cost of alcoholic beverages.

Special Meeting Notice Regulation If needed, the Mayor shall call a special meeting of the Board of Trustees of the Village of Port Jefferson. Upon such determination, the Village Clerk in accordance with Public Officers Law §104 is directed to attempt to contact and notify, by all possible means, all members of the Village Board as well as the Village Official Newspaper of the date, time and location of any special meeting. Special meeting notice shall also be conspicuously posted.

Executive Session Policy

Executive sessions will be held in accordance with Public Officers Law §105.

All executive sessions will be commenced in a public meeting.

At a duly commenced executive session, all discussion and any position taken by a Board member that relates to those subjects enumerated in Public Officers Law §105 shall remain confidential unless any action is taken by formal vote at the session. A majority of the board may vote to authorize the release of any confidential information or discussion.

Minutes must be taken at executive session of any action that is taken by formal vote while in executive session, and must consist of a record of the final determination of that action, and the date and vote thereon.

Audio or video Recording is not permitted during executive sessions. All notes taken are to remain confidential.

Attendance of schools and conferences Pursuant to General Municipal Law § 77-b, municipal officials and employees may attend schools, conferences, and seminars conducted for the benefit of the local government. The following resolution must be adopted:

“WHEREAS there is to be held during the coming official year a) the New York State Conference of Mayors Annual Meeting and Training School; b) the New York State Conference of Mayors and Fall Training School for Fiscal Officers and Municipal Clerks; c) the New York State Conference of Mayors Public Works School, d) Suffolk County Village Officials Meetings, e) Long Island Village Clerks and Treasurers Association Meetings; e) Government Finance Officers Association, f) etc.; and

WHEREAS attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefits the municipality;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the following officers and employees are authorized to attend the following schools: Mayor, Trustees, Clerk, Deputy Clerk, Treasurer, and Deputy Treasurer, Assistant Village Attorney (all other officers/employees and members of Village Committees and Boards must request and obtain permission from the Village Board of Trustees before attendance)

Section 2. That this resolution is effective immediately.”

Designation of Official Depositories: Pursuant to Village Law § 4-412(3)(2), the board of trustees must designate, by resolution, banks in which the treasurer, court clerk, clerk and others who are designated and appointed as village receivers may deposit village moneys received by them.

“WHEREAS the board of trustees has determined that Village Law § 4-412(3)(2) requires the designation of banks or trust companies for the deposit of all village monies;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the board of trustees designates the following institutions as depositories of all moneys received by the village treasurer, court clerk, clerk and receiver of taxes. **Citibank, Capital One Bank, Valley National Bank, , Chase Bank, NYCLASS, Empire Bank, TD/Commerce Bank, BNB, Peoples United Bank**

Section 2. That this resolution is effective immediately.”

Next Village Organizational Meeting is scheduled for July 9, 2018.

2. Approve the Minutes of June 26, 2017 as amended.
3. Approve the Mayor, Village Clerk, Deputy Clerk, Mayors Assistant, and Trustees to attend fall NYCOM training September 11-15 \$285.00 per person plus travel and lodging.
4. Approve setting a public hearing date of August 7, 2017, at 7:00 PM for the following code changes:
 - a. Add Article III to Chapter 215 to prohibit Jaywalking on certain streets in the Village.
 - b. Amend section 250-22(C) of the Village Code to permit petroleum products and biofuels, marine terminal and pipeline facilities as additional conditional uses in the Marina Waterfront MW-1 District.
 - c. Amend section 250-27 changing the parking requirement for restaurants.
5. Approve the appointment of Christine Ciantro to the CCMAC to take the seat of retiring member Donna Woodruff for a term to expire July 1, 2020.
6. Approve the hiring of Kevin Wood as the Village Parking Administrator effective July 20, 2017 at \$50,000.00. Kevin Wood will be replacing Kevin Bates who will be retiring August 11, 2017.
7. Approve the Proposal submitted by Roger Corcella for construction Management and Onsite Supervision pertaining to the construction of the Texaco Ave. Parking Lot for a fee not to exceed \$22,500.00
8. Approve Roger Corcella’s proposal of an additional \$8,500.00 for Rocket Ship Park Basketball Court construction management to be paid from Recreation Department.
9. Approve the salary increase of Don Macauley, Parking Meter Aide to \$15.50p/hr effective 7/1/17.
10. Approve the request of Chief Tomaszewski to hire the following:
 1. Jacob Blake Appearance Ticket Officer at \$15.50p/hr
 2. Timothy Gross Appearance Ticket Officer at \$15.50p/hr.
11. Approve the payment of \$23,354.33 to TRIUS Inc. For the repair of the Vac-Con Truck (super sucker Drain Cleaner). TRIUS is the authorized repair company for the truck.

12. Approve the following Resolution:

**Village of Port Jefferson – Authorizing Resolution
New York State Consolidated Funding Application
Downtown Revitalization Initiative**

RESOLVED: the Village of Port Jefferson is always desirous to improve the economy and quality of life within the Village of Port Jefferson and WHEREAS, the Incorporated Village of Port Jefferson, is hereby authorized and directed to file an application for funds from: New York State Local Waterfront Revitalization Program and New York State Empire State Development and any other appropriate state agencies, in an amount not to exceed **\$10,500,000**.

And upon approval of said request to enter into and execute a project agreement with the State for such financial assistance to the Incorporated Village of Port Jefferson and if appropriate, a conservation easement/preservation covenant to the deed of the assisted property for improvements in and to the Upper Port Jefferson Revitalization project area.

The Village seeks to complete and submit grant applications for various Upper Port Revitalization activities including but not limited to: (a) blight removal/redevelopment, (b) sidewalks and curbing, (c) traffic calming and (d) façade/streetscape improvements.

This project supports, rather than adversely affects, our natural resources by advancing environmental resource protection and sustainability. This project will be located on Village land. All SEQR requirements and permits have been or will be complete by the Village before the project commences.

NOW THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Port Jefferson hereby states its support of the *Port Jefferson Downtown Revitalization Initiative* project; 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 inter-municipal agreement, subject to review and approval of the Village Attorney, to participate in the above referenced program.

13. Approve the warrants as presented by the Treasurer’s Office and approved by claims auditor Carlson:

FUND	AMOUNT	DATE	CHECK
General	\$ 867.45	6/29/17	ACH DEBIT
General 16/17	\$ 65,254.64	7/17/17	031279-031292
General 17/18	\$ 54,849.12	7/17/17	031293-031346
General 17/18	\$ 31,782.28	7/17/17	031347-031369
PJCC	\$ 47,668.53	7/17/17	20744-20771
Trust	\$ 3,284.50	7/7/17	002629-002630
Trust	\$ 5,458.50	7/17/17	002631-002636
Capital	\$ 570,903.90	7/17/17	1789-1802

14. Approve to amend #5 of 6/26/17 minutes, not to exceed \$25,000.00 for the purchase of Code Jeep.

15. Approve Capitol Transfers as presented attached.

16. Approve salary adjustment of Treasurer Denise Mordente to \$94,932.76 and Deputy Clerk Barbara Sakovich to \$65,000.00.

- Motion by Mayor Garant second Trustee D’Abramo, to approve Action Items 1-16.
Motion passed 5/0

II. PUBLIC FORUM

Recognition of Tony Barton, Scott Delue, Neil Devine and Wayne Rampone Jr. for responding to a car that submerged in Port Jefferson Harbor on April 6, 2017 and rescuing the driver of the car.

A. PUBLIC SAFETY

B. PUBLIC COMMENTS - Floor open for General Comments

- Motion by Mayor Garant second by Trustee Loucks to close the Public Forum portion of the meeting at 8:11 PM.
Motion passed 5/0

III. Executive Session

- Motion by Mayor Garant, second by Trustee LaPointe to go into executive session at 8:30pm to discuss legal issues.
Motion passed 5/0
- Motion by Mayor Garant second by Trustee Loucks to come out of executive session at 9:44pm.
Motion passed 5/0

IV. Adjourn

- Motion by Mayor Garant, second by Trustee LaPointe, to adjourn the meeting at 9:50pm.
Motion passed 5/0