



Minutes
Business Meeting – 6:00 PM
Village Hall
July 5, 2016

Approved: Mayoral Appointments
Approved: Action Item Numbers 1-7
Approved: Go into executive session
Approved: Come out of executive session
Approved: Close Public Forum
Approved: Adjourn the meeting

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

ATTENDANCE:

Mayor Garant, Trustees D'Abramo, Loucks, LaPointe, Miller
Village Attorney Egan, Village Treasurer Smollett, Village Administrator/Clerk Juliano

MAYORAL APPOINTMENTS

Organizational Meeting Appointments

Deputy Mayor:	Trustee LaPointe
Commissioner of Finance	Mayor Garant
Commissioner of Public Works:	Mayor Garant
Commissioner of Public Safety (Code & Court)	Trustee LaPointe
Commissioner of Building & Planning:	Trustee D'Abramo
Public Safety Advisory Committee Liaison:	Trustee LaPointe
Planning Board Liaison:	Trustee D'Abramo
Zoning Board Liaison:	Trustee D'Abramo
Architectural Review Committee Liaison:	Trustee D'Abramo
Administration and Employee Liaison:	Trustee La Pointe
Recreation Advisory Council Liaison:	Trustee Loucks
PJ Harbor Arts & Education Conservancy:	Trustee Loucks
Port Jefferson Harbor Commissioner:	Harry Faulknor
PJCC Management Advisory Council Liaison:	Trustee Loucks
Village Board Member to B.I.D.:	Trustee D'Abramo
Conservation Advisory Committee Liaison:	Trustee Miller
Parking Liaison:	Trustee LaPointe

Officials of the Village

Village Attorney:	Brian Egan
Village Prosecutor	Dara Orlando-Martin
Asst Village Attorney/Director of Bldg. & Planning	Alison LaPointe
Village Budget Officer:	Mayor Garant
Receiver of Taxes:	Robert Juliano
Village Assessor:	Robert Juliano
Registrar:	Marissa Lebron
Sub Registrar:	Robert Juliano
Secretary to Planning/ Zoning Board:	Cindy Suarez
Assistant to the Mayor	Barbara Sakovich
Official Newspaper:	<i>Port Times Record</i>
Village Board Public Forum Meetings:	1st Monday of each month
Auditors:	Cullen & Danowski, LLP

Mileage reimbursement - \$0.54 per mile (IRS standard rate as of June 2016) for employees using personal vehicles for Village related activities.

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 by the Mayor, the Village Clerk 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 posted.

Executive Session Policy

1. Executive sessions will be held in accordance with Public Officers Law §105.
2. All executive sessions will be commenced in a public meeting.
3. 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.
4. 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.
5. Audio or video Recording is not permitted during executive sessions.

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 (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, Suffolk County National Bank of NY, Chase Bank, Municipal Investors Service Corp. (MBIA), Empire Bank, TD/Commerce Bank, Bridgehampton National Bank, Flushing Bank, People’s United Bank**

Section 2. That this resolution is effective immediately.”

Next Village Organizational Meeting shall be July 10, 2017.

Motion by Trustee Loucks, second by Trustee Miller to approve the Mayors Appointments.

Motion passed 5/0

APPOINTMENT: Maggio’s Carting to present a \$1,000 High School Scholarship award to:

Karin Thomassen – Community Service

Isabella Mungioni – Pursuing a career in Environmental Science

Public Safety Issues – Floor open for Public Safety Comments

Public Forum - Floor open for General Comments

Board Reports.

- **Motion by Mayor Garant second by Trustee Miller to close the Public Forum portion of the meeting at 7:55PM.**
Motion passed 5/0

Business Meeting:

Action Items:

1. Approve the June 22, 2016 minutes.
2. Approve the request of residents on Whittier Place to hold a block Party on July 16, 2016, from Noon to 9:00 pm with the following provisions:
 1. **Barricades to block the street to be provided by Village of Port Jefferson, and dropped off and picked up at applicant’s residence, who will be responsible for erecting them at both ends of the street before the block party starts and returning them for pick up by the Village.**
 2. **All garbage and debris to be picked up by applicant.**
 3. **Fireworks are prohibited.**
 4. **Applicants shall comply with all Village ordinances, including prohibition of alcoholic beverages on public property.**
 5. **Access for emergency vehicles must be maintained. Motor vehicles are not to be used to block any end of the street.**
 6. **Use of live and/or recorded music must be kept at reasonable levels in accordance with Village Codes.**
 7. **Block Party planners to give PJFD notification**
3. Approve the request of Bill Mackedon to hire Stephen Anglim Recreation Aide at Port Jefferson Country Club effective July 6, 2016 at \$9.00/hr.
4. Approve the request of Renee Lemmerman-Swords to rehire Allyson Wolff as Senior Recreation Aide at \$15/hr. effective June 27, 2016.
5. Approve the request of Renee Lemmerman-Swords to correct the following salaries from the 6/22/16 meeting:
 - Leanne Goldstein Head Lifeguard \$13/hr.
 - Justin Julich Lifeguard \$9.55/hr.
 - Michele Bourguignon \$9.55/hr.
 - Jeanne Goldstein Lifeguard \$9.40/hr.

6. Approve the warrants as presented by Treasurer Smollett and approved by Claims Auditor Britt.

<u>FUND</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>CHECK</u>
General 15/16	\$ 195,261.85	7/5/16	029554-029581
General 16/17	\$ 251,566.92	7/5/16	029582-029618
General 16/17	\$ 417,912.50	7/5/16	029619-029640
General 15/16	\$ 13,373.17	7/5/16	029641-029644
PJCC 15/16	\$ 2,528.00	7/5/16	20173-20174
PJCC 15/16	\$ 2,622.88	7/5/16	20175-20176
PJCC 15/16	\$ 5,533.04	7/5/16	20177-20184
PJCC 16/17	\$ 9,997.02	7/5/16	20185-20204
PJCC 16/17	\$ 35,003.13	7/5/16	20205-20207
Trust	\$ 4,555.38	7/5/16	002423-002430
Trust	\$ 6,231.65	7/5/16	002431-002433
Trust	\$ 2,232.83	7/5/16	002434-002435
Capital	\$ 7,860.71	7/5/16	1656-1661

7. Approve the authorization to go out to bid for demo & asbestos removal of 303 Barnum Ave.

- Motion by Mayor Garant second Trustee LaPointe, to approve Action Items 1-7.
Motion passed 5/0

BOARD REPORTS

Executive Session

- Motion by Mayor Garant, second by Trustee LaPointe to go into executive session at 6:50pm to discuss 2 personnel items concerning the collective bargaining agreement, and two pending litigation items.
Motion passed 5/0
- Motion by Trustee LaPointe second by Mayor Garant to come out of executive session at 7:05pm.
Motion passed 5/0

Adjourn

- Motion by Mayor Garant, second by Trustee LaPointe, to adjourn the meeting at 7:55pm.
Motion passed 5/0

Respectfully Submitted

*Robert J. Juliano
Village Administrator/ Clerk*