



**Minutes
Business Meeting
Village Hall
September 23, 2019 – 3:30 PM**

Approved: Action items 1- 21

Approved: Go into Executive Session at 4:34 p.m.

Approved: Come out of Executive Session 4:40 p.m.

Approved: Hire Joseph Palumbo as the Village Administrator at an annual salary of \$135,000.00 with a start date of October 7, 2019.

Approved: Adjourn meeting at 4:40 p.m.

Mayor Garant called the meeting to order at 3:30 PM.

ATTENDANCE:

**Mayor Garant, Trustee D'Abramo, Trustee Miller, Trustee Snaden,
Village Attorney Bianco, Acting Village Administrator/Clerk Sakovich, Village Treasurer Mordente ,
Village Deputy Treasurer Ferrante**

Appointment:

1. 3:00 p.m. – Acknowledgement of Rocco Wentz and Keith Raynoha as long time Village employees who are retiring from the Village of Port Jefferson.

I. Action Items:

1. Approve the minutes of September 3, 2019.
2. At the request of Steve Gallagher, approve \$3500.00 to Pure Process USA, Inc. for the Salt Shed Roof to uninstall and reinstall the new panels.
3. At the request of Roger Corcella, please approve change order #7 in the amount of \$6,560.75 and change order #8 in the amount of \$3,546.14 for the Texaco Parking Lot to Suffolk Asphalt Corp.
4. Accept the resignation of Justice Court Clerk Dana Micelli effective September 6, 2019 with regret.
5. Permission for Alison LaPointe to attend a one day training video-cast on October 16, 2019 from 10 a.m. to 5 p.m., outlining the changes in the law to regulate Air B&B at a cost of \$339.00
6. At the request of Steve Gallagher, approve to pave a portion of Cove Lane at a cost of \$54,510.00 to Rosemar Contracting, Inc.
7. Approve the hiring of Faith Caglianone, former Business Manager at Port Jefferson School District, as replacement Claims Auditor for David Carlson at the same compensation as Mr. Carlson, for occasions when Mr. Carlson cannot audit the Village Claims due to planned absences.
8. Approve continued contracting with Nicole Christian for Nicole J. Christian Consulting for grant writing services October 1, 2019 through April 30, 2020 not to exceed 20 hours per month.

9. Approve authorizing Mayor Garant to enter into an IMA for Demolition Services and Disposal of Materials between the Town of Brookhaven and Port Jefferson Village for a term of one year.
10. Approval for Bruce Miller to attend the ASCE Transportation Conference at a cost of \$80.00 on 9/19/19
11. Approval of the proposal for Engineering Services to Provide Building Plan Review Services for the 440 Main Street Project the cost of which will be paid for by the applicant
12. Approval of the Proposal for Engineering Services to Provide Drainage System Installation Inspections for the 440 Main Street Project the cost of which will be paid for by the applicant.
13. At the request of Mayor Garant and Alison LaPointe, approve to waive the building permit application fee on the Port Jefferson Fire District's building permit application for the addition of a required bailout training area to the Training Building located 114 Maple Place, Port Jefferson.
14. Set a public hearing date of November 4, 2019 to amend the following sections of the Village Code of existing language to prosecute violations:
 - 250-11 Single Family Residence R-A and R-A1 Districts.**
 - 250-12 Single Family Residence R-B1 District.**
 - 250-13 Single Family Residence R-B2 districts.**
 - 250-14 One and Two Family Residence R-B3 District.**
 - 250-15 Moderate-Density Residence R-M District.**
 - ~~**250-16 Residence-Office R-O District.**~~
 - 250-17 Professional Office P-O District.**
 - 250-18 Central Commercial C-1 District.**
 - 250-19 General Commercial C-2 District.**
 - 250-20 Waterfront-Public Utility W-P Districts**
 - 250-21 Light Industrial I-2 District.**
 - 250-22 Marina-Waterfront Districts**
 - 5-1 Authorization of Certain Officials**

This change just adds titles that can enforce the code. Ordinance inspector, Senior Building Inspector, etc.

- 250-28 Supplementary Regulations**

Adds the word "maintained" to the section regarding fencing.

- 161-34 Building Permits Administration and Enforcement**

Changes the requirement for "registered mail" to "certified mail"

- 250-31 Signs**

Reduces the time frame for compliance from "30 days" to "5 days".

- Section 241 of the Village code** - Allowing the Planning Board to delegate tree clearing and grading applications to Planning Staff and makes their approval or denial an administrative action.
- 15. Authorize the Mayor to enter into an agreement with J.R. Holzmacher PE, LLC, for engineering services during preparation of a permit application for repairs to the washed out area at West Beach, Task I at a cost of \$2,750 and Task II at a cost of \$6,500 to be paid from the Beach capital account
- 16. Approve the proposal from Frederick Ercolino for architectural services for consultation, design services and construction documents for the Highway Emergency Command Center at 88 North Country Road at a cost of \$3,500.00.
- 17. Approve the request of Kevin Wood for bus Driver Janice Marinaccio from \$17.00 to \$18.00 an hour.
- 18. Approve the warrants as presented by Treasurer Mordente and approved by claims auditor Carlson:

Date: 09/23/19 WARRANT

FUND	AMOUNT	DATE	CHECK
General	\$ 15,670.14	09/10/19	ACH

General	\$	58,298.57	09/23/19	034902-034966
General	\$	26,615.36	09/23/19	034967-034986
PJCC	\$	63,865.05	09/23/19	022090-022119
Trust	\$	5,174.50	09/10/19	003023-003024
Trust	\$	17,292.03	09/23/19	003025-003032
Capital	\$	70,618.76	09/23/19	2133-2140

19. Motion not to abandon, sell or develop Adams Avenue, Port Jefferson Village lot 15-5-32
20. Approve invoices submitted by Land Design in the amount of \$1950.00 dated 2/6/19 and \$1620.00 dated 8/9/19.
21. Authorize the Mayor to enter into a contract for an outside salesperson for the Port Jefferson Country Club effective September 15, 2019.

Motion by Margot Garant, second by Bruce D'Abramo, to approve Action Items 1 through 22. Motion passed 4/0

II. EXECUTIVE SESSION

- **Motion by Margot Garant, second by Trustee Kathianne Snaden to go into executive session to discuss personnel matter at 4:34 p.m.**
- Motion by Mayor Garant, second by Trustee Bruce D'Abramo to hire Joseph Palumbo as the Village Administrator at an annual salary of \$135,000.00 with a start date of October 7, 2019.
Motion passed 4/0
- **Motion by Margot Garant, second by Kathianne Snaden to come out of executive session at 4:40 p.m.**

III. ADJOURN

- **Motion by Margot Garant, second by Trustee Bruce D'Abramo, to adjourn the meeting at 4:40 p.m. Motion passed 4/0**