



**Minutes  
Business Meeting  
Village Hall  
December 16, 2019 3:30 PM**

---

**Mayor Garant called the meeting to order at 3:33 PM.**

Approved: Action items 1 - 14

Approved: Go into Executive Session 4:55 p.m.

Approved: Come out of Executive Session 5:26 p.m.

Approved: Adjourn the meeting at 5:30 p.m.

**ATTENDANCE:**

**Mayor Garant, Trustees Loucks, D'Abramo, Miller, Snaden ,  
Village Attorney Egan, Village Administrator Palumbo , Acting Village Clerk/Deputy Clerk Sakovich,  
Village Treasurer Mordente, Village Deputy Treasurer Ferrante**

**I. Action Items:**

1. Approve the minutes of December 2, 2019.
2. At the request of Mayor Garant approve the salary increase of \$5,000 for Fred Leute at a new rate of \$35,000.00 per year effective first pay period in January 2020.
3. Approve the request of Fred Leute to promote the following Code employees effective the next pay period after 12/16/19:
  - a. Ciara Little from ATO to ATO Corporal at a new salary of \$17.50/hr
  - b. Anthony Walsh from ATO to ATO Corporal at a new salary of \$17.50/hr
  - c. Dominic Desimone from ATO to ATO Corporal at a new salary of \$17.50/hr
  - d. Gregory Williams from Code Enforcement Officer to Sergeant at a new salary of \$20.50/hr
  - e. Peter Preller from Code Enforcement Officer to Sergeant at a new salary of \$20.50/hr
4. Approve the request of Renee Lemmerman to hire Chris Seuffert (Medford) full time (40 hours per week) seasonal tennis Pro Shop Manager at PJCC from April 15, 2020-October 18, 2020 at \$18 per hour (5am-1pm Tuesday-Saturday) for a total salary of \$18,684.
5. Approve the request of Steve Gallagher to promote the following DPW employees effective the next pay period after 12/16/19.
  - a. Paul Penske to Highway Labor Crew Leader at a salary of \$67,417.67
  - b. Matt Molander to Construction Equipment Operator at a salary of \$44,000.00 in accordance with the current CSEA Collective Bargaining Agreement.
  - c. Tom Tracey to Heavy Equipment Operator II at a salary of \$43,705.05 in accordance with the current CSEA Collective Bargaining Agreement.
  - d. George Hutchinson to Laborer III at a salary of \$37,215.06 in accordance with the current CSEA Collective Bargaining Agreement.

6. Approve the transfer of \$6,365.65 from the parking fund split between the Greater Port Jefferson Arts Council and the Dickens Trust & Agency Account from the metered parking funds during Dickens weekend, December 7 & 8, 2019.
7. Approve the Village to enter into a Agreement with the Town of Brookhaven for Consolidation of Assessment Services; to implement and facilitate the sharing of digital and other information through the Assessors Office of both the Town and the Village as well as Information Technology departments of both the Town and the Village.
8. Approve the BID By-Laws and Appointment of Directors requiring that the Port Jefferson Business Improvement District Management Association, Inc. have no less than 15 directors, including one member who is appointed by the Mayor, one member who is appointed by the Village Treasurer, and one member who is appointed by the Board of Trustees. Two of the three appointed Directors must be property owners in the District. Eight are elected members who are property owners and seven are elected by tenants. Both the appointed and elected directors have equal full voting power under Article III of the By-Laws. The three appointed voting members are Kathianne Snaden, Dominic Parillo and Jolie Powell.
9. Approve setting a public hearing date for amending the provisions of 250-58 Outdoor dining and 173 Noise to cure certain quality of life issues for Tuesday, January 21, 2020.
10. At the request of Administrator Joe Palumbo, approve a 36 month service agreement with Vehicle Tracking Solutions ("VTS") at a monthly cost of \$1,144. for GPS tracking devices installed in all Village owned vehicles.
11. At the request of Administrator Joe Palumbo, approve a 63 month lease agreement with Neopost for a mail/postage machine at Village Hall at a monthly cost of \$174.22.
12. At the request of Stan Loucks, approve a 10% discount for all new 2020 Junior Golf and Tennis memberships for high school team members.
13. Approve change order #1 issued by L.I. Automatic Doors for the installation of the automatic doors at the Village Center for a fee of \$2870.00 for several scope changes.
14. Approve the warrants as presented by Treasurer Mordente and approved by claims auditor Carlson:

**Date: 12/16/19 WARRANT**

<b>FUND</b>	<b>AMOUNT</b>	<b>DATE</b>	<b>CHECK</b>
<b>General</b>	<b>\$ 23,128.06</b>	<b>12/6/19</b>	<b>ACH</b>
<b>General</b>	<b>\$ 79,906.68</b>	<b>12/16/19</b>	<b>035315-035380</b>
<b>PJCC</b>	<b>\$ 21,310.83</b>	<b>12/16/19</b>	<b>022247-022269</b>
<b>Trust</b>	<b>\$ 14,539.56</b>	<b>12/16/19</b>	<b>003078-003095</b>
<b>Trust</b>	<b>\$ 730.00</b>	<b>12/16/19</b>	<b>003096-003097</b>
<b>Capital</b>	<b>\$</b>		

**Motion by Margot Garant, second by Bruce D'Abramo to approve Action Items 1 – 14.**

### **III. EXECUTIVE SESSION**

- **Motion by Margot Garant, second by Bruce D'Abramo to go into executive session at 4:55 p.m. to discuss personnel issues.**
- **Motion by Mayor Garant, second by Stan Loucks to pay Brian MacMillan salary retro to 12/2/19 board approved date. Motion passed 5/0**

- **Motion by Mayor Garant, second by Bruce D'Abramo to appoint Barbara Sakovich as Village Clerk at a salary of \$96,000.00 per annum effective immediately. Motion passed 5/0**
- **Motion by Margot Garant, second by Stan Loucks, to come out of executive session at 5:26 p.m.**

#### **IV. ADJOURN**

- **Motion by Margot Garant , second by Kathianne Snaden , to adjourn the meeting at 5:30 p.m..**

*Respectfully submitted,  
Barbara Sakovich  
Village Clerk*