



**Agenda  
Business Meeting  
Village Hall  
February 18, 2020 3:30 PM**

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**Mayor Garant called the meeting to order at 3:36 PM.**

Approve: Approve action items 1 – 12, table item 13, approve action items 14 – 21

Approve: The board wishes to thank the CCMAC for their service and amend resolution #9 on the January 6<sup>th</sup>, 2020 minutes and delay the start date of the Mandatory Cart Fee policy to Memorial Day 2021 through Labor Day 2021. Stan Loucks did abstain on agenda item #20.

**ATTENDANCE:**

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

**I. Action Items:**

1. Approve the minutes of February 18, 2020.
2. Approve a resolution to add Town Contracts to the Village Purchasing/Procurement Policy under Section 4 (B).
3. At the request of Administrator Joe Palumbo, approve the proposal submitted by Willscot to purchase a 44x10 Mobile Office for the Parks Department at a price of \$22,884.48.
4. At the request of Administrator Joe Palumbo, approve the proposal submitted by Edmunds for the purchase of the following application modules (a) Permitting & Code Enforcement, (b) Permitting Self-Service, (c) Resident Self-Service and (d) Work Order at a cost of \$51,600.00
5. At the request of Administrator Joe Palumbo, award the Barnum Avenue Parking Lot bid #111-2020 to F&F Concrete subject to them meeting the insurance requirements not to exceed \$795,069.20
6. At the request of Brian MacMillan, approve the proposal from R. Lenny at a cost of \$990.00 to replace a circulator pump to produce hot water for locker rooms at the Clubhouse.
7. At the request of Brian MacMillan, approve the proposal from Pyramid Construction for \$3,800.00 to install under deck boards of the roof above tennis patio and fix ceiling and soffits (photo attached)
8. At the request of Brian MacMillan, approve Anthem Electric at a cost of \$7,100.00 to reroute the 3 lower level HVAC units into one 3-phase panel - electric audit for the clubhouse is attached.
9. Accept the resignation of Steven Aiello, DPW Laborer, with regret effective February 11, 2020.
10. At the request of Renee Lemmerman, approve Championships Tennis Courts to provide yearly reconditioning of 8 tennis courts for the 2020 PJCC tennis season (completed by April 15<sup>th</sup> weather depending) at a fee of \$14,400.

11. Approve the resolution for the Town of Brookhaven Community Development Block grant (CDBG) program to redirect \$25,000 in funding from the PJ Fire Department Elevator project to the Station Street Construction project.
12. At the request of Kevin Wood, approve and adopt the Communications Systems and Equipment Security Electronic Records Policy. This policy applies to all new, existing employees and non-employees in our workplace and will be distributed to all.
13. At the request of Renee Lemmerman, approve Sherry Willi (46 Oregon Ave, Medford, NY 11763), as the PJCC Tennis Pro Shop Manager from April 15, 2020-October 18, 2020. This is a seasonal position, 40 hours per week @ \$18.00 per hour.
14. Approve the resolution to accept the County Jumpstart Funding for the Barnum Avenue Municipal Parking Lot project in the amount of \$200,000.00
15. Approve the extension of the LIFFES Contract through the 24/25 school year at the following rate schedule:  
 2020/21 School Year - \$40.00 per hour  
 2021/22 School Year - \$40.00 per hour  
 2022/23 School Year - \$42.00 per hour  
 2023/24 School Year - \$42.00 per hour  
 2024/25 School Year - \$42.00 per hour
16. At the request of Kathianne Snaden on behalf of the Parking Committee, approve all parking on Main Street be increased to a 1 hour time limit and spaces on Arden Place a one hour time limit, enforcement would be from the hours of 8am and 8pm and the spaces in front of the post office which will be increased to 15 min. with the exception of both sides of East Main remaining the same to respect those residents living on that street
17. At the request of Kevin Wood, approval to fund the PJ/SBU Shuttle for the Spring 2020 semester at a cost not to exceed \$20,000 subject to compliance of the Village Procurement policy entering into an agreement with Suffolk Transportation, paid by Parking Meter Funds.
18. Approval for Kevin Wood to attend the New England Parking Conference April 8 -10, 2020 in Boston Mass. Reimbursable costs include hotel and travel pursuant to Village policy.
19. At the request of Administrator Joe Palumbo, approval for DF Stone to perform drainage work on Station Street pursuant to the Town of Brookhaven Drainage Requirements Contract #20170045 at a cost not to exceed \$66,915.00.
20. The board wishes to thank the CCMAC for their service and amend the resolution #9 of the January 6<sup>th</sup>, 2020 minutes and delay start date of the Mandatory Cart Fee policy to Friday and Saturday, Memorial Day 2021 through Labor Day 2021.
21. Approve the warrants as presented by Treasurer Mordente and approved by claims auditor Carlson:

**Date: 2/18/2020 WARRANT**

FUND	AMOUNT	DATE	CHECK
General	\$ 25,470.59	02/04/20	ACH
General	\$ 47,072.01	02/18/20	035585-035638
PJCC	\$ 50,299.03	02/18/20	022329-022341
Trust	\$ 3,832.30	02/18/20	003119-003122
Capital	\$ 2,137.28	02/18/20	2185-2186

**Motion by Mayor Garant, second by Kathianne Snaden, to approve Action Items 1 – 12, 14 - 21 and table item #13. Stan Loucks abstain on agenda item #20.**

### **III. EXECUTIVE SESSION**

- **Motion by Mayor Garant, second by Bruce D'Abramo to go into executive session at 5:07 p.m. to discuss personnel items.**
  - **Motion by Bruce D'Abramo, second by Mayor Garant to hire Richard Harris as Special Building Village Attorney, at an annual salary of \$100,000.00 with a start date of March 9, 2020. Motion passed 5/0**
- **Motion by Mayor Garant, second by Bruce D'Abramo to come out of executive session at 6:04 p.m.**

### **IV. ADJOURN**

- **Motion by Mayor Garant, second by Bruce Miller to adjourn the meeting at 6:10 p.m. Motion approved 5/0**

*Respectfully Submitted*  
*Barbara Sakovich*  
*Village Clerk*