



**Minutes  
Business Meeting  
Village Hall  
December 12, 2022 5:00 PM**

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- Approved:** Approve the extension of the current IMA with the Town of Brookhaven for Fire Marshal services for an additional year (12/22/22 – 12/21/23).
- Approved:** Authorize the Mayor to enter into an Agreement with the Business Improvement District for Sidewalk Snow Removal for a two-year term through 2023/2024.
- Approved:** Motion by Margot Garant, second by Stan Loucks to Close the Public Hearing at 6:53 PM. Motion passed 4/0 – Rebecca Kassay not interactive to vote via Zoom
- Approved:** Motion by Kathianne Snaden, second by to Approve Amending Chapter 245-61 Schedule XIII of the Village Code to Prohibit Parking along the West Side of High Street between Williams Street on the North and Myrtle Avenue on the South and to Prohibit parking along the East Side of Liberty Avenue for 435' South of the Intersection of Liberty Avenue and Old Post Road. Motion passed 4/0 – Rebecca Kassay not interactive via Zoom
- Approved:** Go into Executive Session at 7:28 p.m.
- Approved:** Motion to approve a \$5,000.00 annual salary increase for Dave Melious \$5,000.00 effective January 1, 2023.
- Approved:** Motion to approve a salary increase for Kevin Wood at \$125,000.00/year effective January 1, 2023.
- Approved:** Motion to come out of Executive Session at 8:38 p.m.

**Mayor Garant called the meeting to order at 5:01 PM.**

**ATTENDANCE:**

**Mayor Garant, Deputy Mayor Snaden, Trustee Loucks, Trustee Kassay via Zoom, Trustee Sheprow, Village Attorney Egan - Absent, Village Attorney Bianco via Zoom, Village Clerk Sakovich, Village Treasurer Mordente**

**I. Business Meeting:**

- Long Island Explorium Presentation – Angeline Judex and Kathleen de Riesthal

**II. Public Meeting:**

- Public Safety

**Action Items:**

1. Approve the minutes of November 21, 2022
2. Approve the following employee new hire and promotions:
  - At the request of Steve Gallagher, approve the hiring of Brian Shininski as a Laborer 3 with a start date of 11/28/22 at a salary of \$37,215.06.
  - At the request of Steve Gallagher, approve the promotion of Tom Rowland to Laborer 3 at a salary of \$37,215.06 effective December 8, 2022.

- At the request of Steve Gallagher, approve the promotion of Anthony Siroka to Laborer 3 at a salary of \$37,215.06 effective December 8, 2022.
- 3. At the request of Clerk Sakovich approve the 2023 Board of Trustee meeting schedule, as attached.
- 4. At the request of Clerk Sakovich set a public hearing date of January 3, 2023 to Amend Section 245-52, 245-54, 245-11, 245-60, 245-61, 245-62 and 245-71 of the Village Code to Establish Station Street as a One Way Street, to Prevent Left Turns onto Station Street from the LIRR lot and Left or Right Turns onto Station Street from Oakland Avenue, to Designate the LIRR Egress into Station Street and the Intersection of Station Street with Oakland Avenue as Stop Intersections, to Establish Egress onto Station street from the LIRR Parking Lot as Right Turn only and to Prevent Parking, Standing and Stopping on Station Street.
- 5. At the request of Clerk Sakovich, set a public hearing date of January 3, 2023 to obtain citizens' views and comments relative to the submission of an application to Empire State Development for financial assistance under the Restore NY Communities Initiative. This project includes demolition and redevelopment of blighted parcels in the C2 Zoning District in the "Upper Port" area of the Village.
- 6. At the request of Clerk Sakovich, approval of the VHB proposal for the Preparation of Restore NY Grant Applications & Continued Grant Funding Support Services at a cost of \$19,000.00.
- 7. At the request of Richard Harris approve a resolution seeking a determination of the NYS Commissioner of Transportation as to whether or not the establishment or improvement of a privately owned helipad to be located at 75 North Country Road complies with the standards adopted pursuant to §249 of the New York State General Business Law.
- 8. Approve a change order for Terry Contracting & Materials, Inc. for the East Beach Bluff Restoration Project, Bid #119-2021 for the additional imported slope fill at a cost of \$312,130.00.
- 9. At the request of Clerk Sakovich, approve an amendment to the PW Grosser proposal for the Country Club Landfill Permitting Support Services, previously approved at the November 7, 2022 meeting, at a cost of an additional \$25,000.00
- 10. Approve the proposal from Club Car for GPS devices on the existing golf cart fleet at the Port Jefferson Country Club at a cost of \$408.00 per 75 carts paid over 8 months at a cost of \$3,825.00 per month.
- 11. Approve the extension of the current IMA with the Town of Brookhaven for Fire Marshal services for an additional year (12/22/22 – 12/21/23).
- 12. Authorize the Mayor to enter into an Agreement with the Business Improvement District for Sidewalk Snow Removal for a two year term through 2023/2024.
- 13. Approve the warrants as presented by Treasurer Mordente and approved by claims auditor Carlson:

Date: 12/12/2022

FUND	AMOUNT	DATE	CHECK
General	\$ 786.53	11/18/2022	ACH
General	\$ 5,957.00	12/07/2022	ACH
General-Highway	\$ 53,363.18	12/12/2022	39859-39886
General	\$ 1,381.26	12/09/2022	ACH
General	\$ 61,286.33	12/12/2022	39887-39931
General	\$ 35,756.44	12/12/2022	39932-39950
PJCC	\$ 5,417.35	11/22/2022	ACH
PJCC	\$ 520.00	11/28/2022	24104
PJCC	\$ 33,963.04	12/12/2022	24105-24134
PJCC	\$ 2,236.71	12/09/2022	ACH
Trust	\$ 13,789.44	12/12/2022	3422-3429
Trust	\$ 3,000.00	12/12/2022	3430
Capital	\$ 593,688.25	12/12/2022	2465

**Motion by Margot Garant, second by Kathianne Snaden to approve Action Items 1 – 13. Motion passed 5/0**

### **III. BOARD REPORTS**

#### **Mayor Garant**

- Dickens / Lantern Dedication
- SCPD Update
- DEC Permit – Mill Creek
- East Beach Update
- Emergency Protocol
- Country Club Landfill Update
- Conservancy & Bid Presentation Update
- LI Explorium Presentation

#### **Deputy Mayor Snaden**

- Planning & ARC Update
- School District Bond
- Parking Update
- SCPD Relationship

#### **Trustee Loucks**

- Kayaks
- Tennis Closed
- Golf Course
- Parks Department

#### **Trustee Kassay**

- Walkability study update: met with Hayduk Engineering, proposal to follow
- PJV Community Garden Lotto to open for the month of January: [portjeff.com/communitygarden](http://portjeff.com/communitygarden)
- Flooding and Climate Change Mitigation: attended regional coastal sustainability webinar; reviewed grant support webinar; met with Town of Brookhaven; continue work with Climate Resilience Plan grant team

#### **Trustee Sheprow**

- Maintenance Storage Facility
- Parks & Rec Update
- Communications Update

#### **Village Clerk Sakovich**

- Next Meeting – Tuesday, January 3, 2023 at 5:00 P.M.

### **IV. PUBLIC HEARING**

- **To amend Chapter 245-61 Schedule XIII of the Village Code to Prohibit Parking along the West Side of High Street between Williams Street on the North and Myrtle Avenue on the South and to Prohibit parking along the East Side of Liberty Avenue for 435' South of the Intersection of Liberty Avenue and Old Post Road.**
  - **Motion by Margot Garant, second by Stan Loucks to Close the Public Hearing at 6:53 PM. Motion passed 4/0 – Rebecca Kassay not interactive to vote via Zoom**
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## **V. Executive Session**

- **Motion by Margot Garant, second by Kathianne Snaden to go into executive session at 7:28 p.m. to discuss personnel matters. Rebecca Kassay attended via Zoom**
  - Motion to approve a \$5,000.00 salary increase to Dave Melious a \$5,000.00 effective January 1, 2023. Motion by Stan Loucks, second by Kathianne Snaden. Motion passed 5/0
  - Motion to approve a salary increase for Kevin Wood at \$125,000.00/year effective January 1, 2023. Motion by Margot Garant, second by Kathianne Snaden. Motion passed 4/1 – Stan Loucks No
- **Motion by Margot Garant, second by Rebecca Kassay to come out of executive session at 8:38 p.m.**

## **VI. ADJOURN**

- **Motion by Margot Garant, second by Margot Garant, second by Kathianne Snaden to adjourn the meeting at 8:40 p.m.**