



**Minutes
Business Meeting
Village Hall
July 18, 2022
Business Meeting 3:00 p.m.**

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- Approved:** Motion by Margot Garant, second by Rebecca Kassay to approve Action Items 1-10 subject to Claims Auditor Carlson's approval of warrants.
- Approved:** Motion by Margot Garant, second by Lauren Sheprow to go into executive session at 5:03 p.m. to discuss personnel matters.
- Approved:** Salary increase for Rich Harris to \$125,000.00/year effective next pay period.
Motion by Margot Garant, second by Kathianne Snaden. Motion passed 5/0.
- Approved:** Approval of the separation of service agreement between the Village of PJ and Jen Sigler effective 7/20/22.
Motion by Margot Garant, second by Kathianne Snaden. Motion passed 5/0.
- Approved:** Motion by Margot Garant, second by Kathianne Snaden to come out of executive session at 7:03 p.m. Motion passed 5/0.
- Approved:** Motion by Margot Garant, second by Rebecca Kassay to adjourn the meeting at 7:04 p.m. Motion passed 5/0

Mayor Garant called the meeting to order at 3:00 PM.

ATTENDANCE:

Mayor Garant, Deputy Mayor Snaden, Trustee Loucks, Trustee Kassay, Trustee Sheprow, Village Attorney Bianco, Village Administrator Palumbo, Village Clerk Sakovich, Village Treasurer Mordente

I. Presentation by Mayor Garant on East Beach Upper Wall and Recharge Basin

II. Business Meeting 3:00 p.m.

Action Items:

1. Approve the minutes of July 5, 2022.
2. Approval for the following personnel changes:
 - At the request of Pat Sullivan, hire Steven Bayer as a seasonal PJCC Maintenance Laborer with a start date of July 12, 2022 at a salary of \$18.00/hr.
 - At the request of Pat Sullivan, hire Mario Saieva as a seasonal PJCC Maintenance Laborer with a start date of 7/11/22 at a salary of \$18.00/hr.
 - At the request of Renee Lemmerman, hire Don Pipe as Custodian I with a start date of July 20, 2022 with an annual salary of \$31,654.49.
 - At the request of Renee Lemmerman, hire Alex Dank as Tennis Professional with a start date of 7/21/22 at an annual salary of \$44,000.00. The village will pay Alex Dank \$45.00 per hour for private tennis lessons; \$45.00/hour for adult and youth clinics with 3-6 attendees; \$55.00/hour for adult and youth clinics with 7-12 attendees and camps are 5% of net camp revenue.

- At the request of Rich Harris, hire Nicholas Patrick Cavanagh as a part time office assistant in the building department at a salary of \$20.00/hr.
 - At the request of Clerk Sakovich, approve an increase for part time office assistant, Mary Pelton, to \$22.50/hour effective next pay period.
 - Accept the resignation of Code Enforcement Officer Matthew Powers effective 7/14/22, with regret.
3. Approve the proposal from Land Design Associates for the Port Jefferson Uptown Redevelopment Project Coordination for Program Oversight, Management of Master Development Plan at a fee of \$2,000.00/month through December 31, 2022 not to exceed \$16,500.00.
 4. Approve the proposal from Land Design Associates for the Phase III Construction Improvements to Station Street, including Bid analysis, Periodic Construction Observations and Payment Requisition Confirmation and Approval at a fee not to exceed \$19,200.00.
 5. Set a public hearing date of August 1, 2022 to Consider the Abandonment/Discontinuance of Hunt Street, pursuant to Sections 6-612 and 6-614 of the Village Law of NY State.
 6. Set a public hearing date of August 1, 2020 to Add Article III to Chapter of the Village code to Regulate the Use of Videoconferencing for Village Meetings.
 7. Approve the request of LISEC to hold the Quick & Dirty Boat Build on Saturday, August 13th from 9 – 4 p.m. and Sunday, August 14, 2022 from 9 – 4 p.m. at Harborfront Park with a rain date of August 20 and August 21, 2022 and they request to waive the permit fee.
 8. Approve a continued month to month contract with Social Butterfly for social media and website maintenance effective 6/1/22.
 9. Amend the minutes of 6/6/22 to approve the Water Filter Machine and Ice Maker for the PJCC from Prestwick Beverage Station, at a cost not to exceed \$12,500.00 as it was approved at a cost not to exceed \$12,000.00.
 10. Approve the warrants as presented by Treasurer Mordente:

Date: 7/18/2022

FUND	AMOUNT	DATE	CHECK
General	\$ 3,472.42	07/14/2022	ACH
General FYE 5/31/23	\$ 45,404.34	07/06/2022	039211-039253
General-Highway	\$ 18,436.17	07/18/2022	039254-039265
General	\$ 186,098.88	07/18/2022	039266-039338
PJCC FYE 5/31/23	\$ 1,123.53	07/05/2022	ACH
PJCC- FYE 5/31/22	\$ 7,687.40	07/05/2022	23841-23846
PJCC- FYE 5/31/23	\$ 21,849.86	07/05/2022	23847-23874
PJCC-FYE 5/31/23	\$ 42,622.18	07/18/2022	23875-23897
Trust	\$ 1,590.00	07/14/2022	ACH
Trust	\$ 6,169.49	07/18/2022	3362-3365
Capital	\$ 11,159.48	07/18/2022	2436-2437

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III. BOARD REPORTS

Mayor Garant

- Masonic Lodge

Trustee Snaden

- Feral Cat Program

Trustee Loucks

- Country Club (Village outing), Bunker Work

Trustee Kassay

- Planning Board Updates
- Work session for rental and B&B code change proposals

Trustee Sheprow

- Village Golf Outing
- Communications Audit
- Country Club Social/Hospitality Task Force

Administrator Palumbo

- Recharge Basin completion in 2-3 months from project start
- Harborfront Walkways to Bid
- Station Street completion in 60 days from project start

Village Clerk Sakovich

- Next Meeting – Monday, August 1, 2022 5:00 p.m.

III. EXECUTIVE SESSION

- **Motion by Margot Garant, second by Lauren Sheprow to go into executive session at 5:03 p.m. to discuss personnel matters.**
 - **Approval for a salary increase for Rich Harris to \$125,000.00/year effective next pay period. Motion by Margot Garant, second by Kathianne Snaden. Motion passed 5/0.**
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IV. ADJOURN

- **Motion by Margot Garant, second by Rebecca Kassay to adjourn the meeting at 7:04 p.m. Motion passed 5/0**

*Respectfully Submitted,
Barbara Sakovich, Village Clerk*