



**Minutes  
Business Meeting  
Village Hall  
June 26, 2023 3:30 PM**

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- Approved:** Approval to extend the existing \$35.00 hourly fee for LIFFES Before and After School program through the end of the school year 2024/2025 contingent on LIFFES continuing the current prevailing rates for the 2023/2024 school year.
- Approved:** Approval for Girl Scout Troop #2843 to construct a pet supply donation “dog house” box at the Caroline Avenue Ball Field.
- Approved:** Accept the resignation of Brian Egan of Egan & Golden, as Village counsel, effective 7/3/23.

**Deputy Mayor Snaden called the meeting to order at 3:30 PM.**

**ATTENDANCE:**

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

**Action Items:**

1. Approve the minutes of June 5, 2023
2. At the request of Renee Lemmerman, approve the following seasonal hires:
  - Approve Heather Quiggle (Port Jefferson) Camp Counselor, Port Jefferson Summer Camp from June 26-August 11, 2023, \$16.00 per hour. (RE-HIRE)
  - Approve Noah Potter (Port Jefferson) Camp Counselor, Port Jefferson Summer Camp from June 26-August 11, 2023, \$15.00 per hour. (NEW-HIRE)
  - Approve Sara Freitas (Port Jefferson) Camp Counselor, Port Jefferson Summer Camp from June 26-August 11, 2023, \$15.00 per hour. (NEW-HIRE)
  - Approve Rima Potter (Port Jefferson) Camp Director, Port Jefferson Discovery Camp from August 14-25, 2023, \$25.00 per hour. (NEW-HIRE)
3. At the request of Pat Sullivan, accept the termination of PJCC Seasonal Laborers Joel Pocasangre, Jose Ortega and Brandon Flaxman effective 6/5/2023.
4. At the request of Jake Anderson, approve the hiring of Timothy McCabe as PJCC Starter/Ranger starting 6/27/23 at \$16.00/hr.
5. At the request of Elizabeth Kidney, accept the resignation of part-time Court Clerk Donna Belnick as of 6/6/23, with regret.
6. Accept the resignation of Jennifer Testa from the Architectural Review Committee effective 6/22/23, with regret.
7. Approval to extend the existing \$35.00 hourly fee for LIFFES Before and After School program through the end of the school year 2024/2025 contingent on LIFFES continuing the current prevailing rates for the 2023/2024 school year.

8. Approve the registration of Trustee Kassay, liaison to the Tree Committee, and up to 4 members of the Tree Committee to the New York State Urban Forestry Council's ReLeaf Conference, July 21-22, 2023 at a cost of \$140 per person <https://nysufc.org/releaf-registration/>, per Village travel policy, with a report submitted to the Board of Trustees.
9. Approve a resolution adopting a benchmarking policy for the collection and publication of energy usage data for select Village buildings, as attached.
10. Approval of the VHB proposal Contract Amendment #3 for Preparation of the Environmental Protection Fund Grant Application and Continued Grant Funding Support Services totaling \$23,750.00 for tasks 1, 2 and 3.
11. Approve the warrants as presented by Treasurer Mordente and approved by claims auditor Carlson:

Date: 6/26/2023

FUND	AMOUNT	DATE	CHECK
GENERAL	\$20,383.58	ACH	6/22/2023
GENERAL-HIGHWAY	\$11,245.76	40696-40707	6/26/2023
GENERAL	\$190,399.35	40708-40722	6/26/2023
PJCC-Minimums	\$4,600.00	24401	6/20/2023
PJCC	\$7,281.37	ACH	6/23/2023
PJCC	\$44,474.43	24402-24438	6/26/2023
PJCC	\$1,772.96	24439	6/26/2023
TRUST	\$9,417.86	3491-3496	6/26/2023
CAPITAL	\$468,997.35	2515-2518	6/26/2023

**Motion by Rebecca Kassay, second by Stan Loucks to approve Action Items 1 – 11.**

## **BOARD REPORTS**

### **Deputy Mayor Snaden**

- Paws in Need

### **Trustee Kassay**

- July meeting between Seatuck and PJV to discuss Seatuck's Long Island Water Reuse Roadmap and Action Plan
- PJV Tree Committee: exploring canopy survey options, examining current tree code
- Legislative Round Table Breakfast at St Charles Hospital
- PJV Community Garden: 6/26 at 6:30pm, "Chickens and Eggs" program; 7/24 at 6:30pm, "Home / Community Composting" workshop; 7/26 presentation and discussion with the PJV Parks and Rec Committee
- Search for Village grant writing contractor: defining next steps

### **Trustee Sheprow**

- Municipal Website
- DEC/Lawrence Aviation Session 6/29 at 6 pm at Village Center

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**Treasurer Mordente**

- EV Grant Received and Recharge Basin FEMA Grant application submitted

**Village Clerk Sakovich**

- Next Meeting – July 10<sup>th</sup>, 2023 at 5:00 P.M. – Organizational Meeting

**I. ADJOURN**

- **Motion by Kathianne Snaden, second by Stan Loucks to adjourn the meeting at 4:13 p.m.**

*Respectfully submitted,  
Barbara Sakovich, Village Clerk*