



**Minutes of the Business Meeting and Public Engagement Agenda
Held at Village Hall on October 2, 2023 at 5:00 p.m.**

Call to Order

The meeting is called to order by Mayor Sheprow at 5:02 p.m.

Attendance is taken as follows, for Clerk Pirillo to confirm the presence of a quorum:

Mayor Sheprow - **Present**
Trustee Kassay - **Present**
Trustee Loucks - **Absent**
Trustee Biondo - **Present**
Trustee Juliano - **Present**

Attorney Moran - Present

Treasurer Gaffga - Present

Clerk Pirillo confirmed the presence of a quorum of the Board of Trustees.

Resolution # 01-100223

Resolution to enter into Executive Session at 5:02 p.m. to discuss potential litigation and the appointment of a particular person(s).

Motion made by: Trustee Kassay
Motion seconded by: Trustee Juliano
All in Favor, with None Opposed

Resolution # 02-100223

Resolution to close the Executive Session and re-open the Village of Port Jefferson Board of Trustees Meeting at 6:06 p.m.

Motion made by: Trustee Kassay
Motion seconded by: Trustee Juliano
All in Favor, with None Opposed

Pledge of Allegiance

Announcement

The next Board of Trustees Meeting, which will be a Business Meeting, is scheduled for October 16, 2023 beginning at 6:00 p.m.

Organization and Enforcement Reports

- **SCPD – Officer John Efstathiou reported that there will be a public session at the Sixth Precinct at 10:00 a.m. on October 10th.**

- Chief Andy Owen

Public Comment Session

Staff Reports

- Treasurer Gaffga
- Clerk Pirillo
- Municipal Parking Administrator Wood – No report, owing to sickness

Village Board Member Reports

- Trustee Biondo
 - **Reported that the Planning Board Work Session for Conifer 2 will be held on October 12th**
 - Ethics Code proposal
- Trustee Kassay
 - PJV Community Garden at Beach Street: free-educational "Backyard Composting" workshop this Wednesday, 10/4, at 5:30- all are welcome
 - Conservation Advisory Council Updates
 - PJV Tree Committee + PJV Parks + PJ Chamber of Commerce grant collaboration: look for 7 new trees throughout the Village's two commercial districts
- Trustee Juliano
 - **Reported that his next "sit-down" will be held from 9:00 a.m. through 10:30 a.m. at the Village Center**
 - Parks update
 - DPW update
 - Upcoming events
- Mayor Sheprow
 - Update on volunteer form
 - Update on 60th Anniversary celebration and Steering Committee

The October 2, 2023 Meeting of the Village of Port Jefferson Board of Trustees then proceeded, with Resolution Numbers 03 to 10 as follows:

Resolution # 03 - 100223

Resolution approving the minutes of the September 18, 2023 Village of Port Jefferson Board of Trustees Meeting.

Motion made by: Trustee Kassay

Motion seconded by: Trustee Biondo

All in Favor, with None Opposed

Resolution # 04 - 100223

Resolution approving the Lease Agreement between The Village of Port Jefferson and the Trustees of the Freeholders and Commonality of the Town of Brookhaven for the lease of Centennial Park at a rental fee to the Village of Port Jefferson of \$ 1.00 per year, and further authorizing Mayor Sheprow to sign the Lease Agreement.

Motion made by: Trustee Kassay
Motion seconded by: Trustee Biondo
All in Favor, with None Opposed

Resolution # 05 - 100223

Resolution authorizing The Village of Port Jefferson Village Court to apply for a JCAP (Justice Court Assistance Program) grant in the 2023-2024 grant cycle, for an amount not to exceed \$ 30,000.00 total.

Motion made by: Trustee Juliano
Motion seconded by: Trustee Biondo
All in Favor, with None Opposed

Resolution # 06 - 100223

Resolution ratifying the hiring of David Gumbus as a seasonal Laborer at the Port Jefferson Country Club, as recommended by Pat Sullivan, at an hourly wage rate of \$ 20.00 per hour effective September 15, 2023.

Motion made by: Trustee Kassay
Motion seconded by: Trustee Biondo
All in Favor, with None Opposed

Resolution # 07 - 100223

Resolution ratifying the hiring of Daniel Brett as a seasonal outside staff Laborer at the Port Jefferson Country Club, as recommended by Jake Anderson, at an hourly wage rate of \$ 16.00 per hour effective September 18, 2023.

Motion made by: Trustee Juliano
Motion seconded by: Trustee Biondo
All in Favor, with None Opposed

Resolution # 08 - 100223

Resolution approving by the Village of Port Jefferson Board of Trustees the attached Memorandum of Understanding between the Village of Port Jefferson and Long Island Seaport & Ecocenter, Inc. ("LISEC") regarding the construction of a historically accurate whaleboat; noting that the Memorandum of Understanding date stamped August 24, 2022 by the Clerk's Office was signed by former Mayor Margot J. Garant and LISEC President Leonard Carolan. This Memorandum of Understanding states that: *"The Village of Port Jefferson does hereby approve the payment of Ten Thousand Dollars (\$ 10,000.00) to LISEC to enable LISEC to commence the lofting and construction of the whaleboat, it being understood and agreed by both parties that the total cost to construct the whaleboat will exceed this sum and will require the transfer to LISEC of additional funds whether by payment from the Village, outside donations, and/or fundraising by both the Village and LISEC to permit LISEC to complete construction of the whaleboat. LISEC shall be under no obligation to continue or complete construction of the whaleboat if such additional funds cannot be raised by the parties and transferred to LISEC after the initial \$ 10,000.00 set forth above has been expended."*

Motion made by: Trustee Kassay
Motion seconded by: Trustee Biondo
All in Favor, with None Opposed

The following additional resolution (Resolution # 09-100223) was a result of the Executive Session which occurred earlier in the meeting:

Resolution # 09 - 100223

Resolution approving the hiring of Kathleen McLane and Adam Rubin as Independent Contractor Content Creators, on an as-needed basis, effective immediately, at an hourly rate of \$ 45.00 per hour, not to exceed \$ 25,000.00 total for the remainder of the current fiscal year.

Motion made by: Trustee Biondo

Motion seconded by: Trustee Juliano

All in Favor, with None Opposed

Resolution # 10 -100223

Resolution to adjourn the October 2, 2023 Village of Port Jefferson Board of Trustees Meeting at 8:28 p.m.

Motion made by: Trustee Kassay

Motion seconded by: Trustee Biondo

All in Favor, with None Opposed