



Board of Trustees Meeting Agenda
Village Hall – 121 West Broadway, Port Jefferson, NY, 11777
March 27, 2024 at 6:00 p.m.

Call to Order

The meeting is called to order by Mayor Sheprow at _____ p.m.

Attendance is taken by Clerk Pirillo, to confirm the presence of a quorum:

Mayor Sheprow _____
Trustee Kassay _____
Trustee Loucks _____
Trustee Biondo _____
Trustee Juliano _____

Pledge of Allegiance

PJFD Recognition

Announcements

The next upcoming Village Board of Trustees' Meeting will be a Work Session Meeting, beginning at 5:00 p.m. on April 10th. There will be a presentation by Treasurer Gaffga at that meeting regarding the 2024/2025 Tentative Budget, followed by a public hearing regarding the Fiscal Year 2024/2025 Tentative Budget.

Public Safety and Welfare Update

Presented by Chief Andy Owen and SCPD

Presentation

PJ Chamber of Commerce

Public Hearing

Resolution to open the public hearing regarding a proposed Local Law creating Part I (Administrative Legislation), Chapter 7 (Budget and Finance Committee) of the Code of the Village of Port Jefferson

Resolution to close the public portion regarding a proposed Local Law creating Part I (Administrative Legislation), Chapter 7 (Budget and Finance Committee) of the Code of the Village of Port Jefferson

Resolution adopting the proposed Local Law as attached creating Part I (Administrative Legislation), Chapter 7 (Budget and Finance Committee) of the Code of the Village of Port Jefferson

Public to Address the Board of Trustees

Motion to enter into Executive Session

Motion to enter into Executive Session to discuss pending litigation and the specific performance of a particular employee.

Action on Agenda items

Motion to Close

Motion to close the March 27, 2024 Board of Trustees Meeting.

Resolution # 1-32724

Resolution approving the minutes of the February 28, 2024 and March 13, 2024 meetings of the Board of Trustees of the Village of Port Jefferson.

Motion made by:_____ / Motion seconded by:_____ / All in favor:_____ / All opposed:_____

Resolution # 2-32724

Resolution establishing two Village Voter Registration Days, to be held at Village Hall, 121 West Broadway, Port Jefferson, New York, 11777 as follows:

- from 12:00 noon through 5:00 p.m. on Thursday, June 6, 2024, and
- from 12:00 noon through 5:00 p.m. on Saturday, June 8, 2024

and further authorizing the payment of an \$ 18.00 per hour wage rate for each Election Inspector working on the Village Voter Registration Days.

Motion made by:_____ / Motion seconded by:_____ / All in favor:_____ / All opposed:_____

Resolution # 3-32724

Resolution approving the attached resolution for the June 18, 2024 Village General Election regarding [the waiving of] Election Inspector Village residency requirements.

Motion made by:_____ / Motion seconded by:_____ / All in favor:_____ / All opposed:_____

Resolution # 4-32724

Resolution appointing the following as Election Inspectors for the June 18, 2024 Village General Election, at a pay rate of \$ 18.00 per hour:

- o James Bell
- o Constance Byrnes
- o Lesley D. Chesley
- o Wayne A. Chesley
- o Allen M. Ebert
- o Elaine T. Freda
- o Thomas O’Neill, and
- o Randolph Russ

Motion made by:_____ / Motion seconded by:_____ / All in favor:_____ / All opposed:_____

Resolution # 5-32724

Resolution ratifying the hiring of Nicholas Owens as a seasonal Groundskeeper I at the Port Jefferson Country Club, at a wage rate of \$ 18.27 per hour, effective March 7, 2024.

Motion made by:_____ / Motion seconded by:_____ / All in favor:_____ / All opposed:_____

Resolution # 6-32724

Resolution ratifying the hiring of Matthew Owens as a seasonal Groundskeeper I at the Port Jefferson Country Club, at a wage rate of \$ 18.27 per hour, effective March 7, 2024.

Motion made by:_____ / Motion seconded by:_____ / All in favor:_____ / All opposed:_____

Resolution # 7-32724

Resolution ratifying the hiring of David Cholden as a Code Enforcement Officer in the Code Enforcement Bureau, at a wage rate of \$ 20.90 per hour, effective March 18, 2024.

Motion made by:_____ / Motion seconded by:_____ / All in favor:_____ / All opposed:_____

Resolution # 8-32724

Resolution ratifying the hiring of Alvaro Antonio Nunez Almonte as a seasonal Laborer at the Port Jefferson Country Club at a wage rate of \$ 21.50 per hour effective March 14, 2024.

Motion made by:_____ / Motion seconded by:_____ / All in favor:_____ / All opposed:_____

Resolution # 9-32724

Resolution ratifying the hiring of Michael Bahlman as a seasonal Laborer at the Port Jefferson Country Club at a wage rate of \$ 22.00 per hour effective March 14, 2024.

Motion made by:_____ / Motion seconded by:_____ / All in favor:_____ / All opposed:_____

Resolution # 10-32724

Resolution ratifying the hiring of Saul Garcia as a seasonal Laborer at the Port Jefferson Country Club at a wage rate of \$ 23.50 per hour effective March 14, 2024.

Motion made by:_____ / Motion seconded by:_____ / All in favor:_____ / All opposed:_____

Resolution # 11-32724

Resolution approving the hiring of seasonal, part-time staff members at the Port Jefferson County Club for the 2024 season effective March 29, 2024 per the attached Memorandum from Jake Anderson dated March 18, 2024.

Motion made by:____ / Motion seconded by:____ / All in favor:____ / All opposed:____

Resolution # 12-32724

Resolution ratifying the hiring of seasonal, part-time staff members at the Port Jefferson Country Club for the 2024 season with the effective dates as noted per the attached Memorandum from Patrick Sullivan dated March 20, 2024.

Motion made by:____ / Motion seconded by:____ / All in favor:____ / All opposed:____

Resolution # 13-32724

Resolution accepting with regret the resignation of Ruth Gately as a part-time Clerk at the Village Center, effective March 15, 2024.

Motion made by:____ / Motion seconded by:____ / All in favor:____ / All opposed:____

Resolution # 14-32724

Resolution accepting with regret the resignation of Joseph Sanzano as a part-time Planner in the Building and Planning Department effective March 28, 2024.

Motion made by:____ / Motion seconded by:____ / All in favor:____ / All opposed:____

Resolution # 15-32724

Resolution appointing Lee Rosner as a Member of the Village of Port Jefferson Planning Board, to fill the balance of the term of Louis Bekofsky, which term expires on June 30, 2027.

Motion made by:____ / Motion seconded by:____ / All in favor:____ / All opposed:____

Resolution # 16-32724

Resolution appointing Daniel Segal as an Alternate Member of the Village of Port Jefferson Planning Board, to fill the balance of the term of Lisa Harris, which term expires on June 30, 2027.

Motion made by:____ / Motion seconded by:____ / All in favor:____ / All opposed:____

Resolution # 17-32724

Resolution approving the addition of not more than four and one-half (4 ½) hours per week to the schedule of Senior Club Coordinator Beth Rothstein, as an Independent Contractor, at a pay rate of \$ 40.00 per hour, effective March 27, 2024 with the timing of the ending date to be consistent with the corresponding Town of Brookhaven Community Development Block Grant.

Motion made by:____ / Motion seconded by:____ / All in favor:____ / All opposed:____

Resolution # 18-32724

Resolution accepting the attached quotation submitted by Fireworks by Grucci in the amount of \$ 29,425.00 for the annual 4th of July fireworks performance, to be held on July 3, 2024 with a rain date of July 6, 2024; and with the \$ 29,425.00 to be expensed from line item number A.755.0400 (Celebrations).

Motion made by:____ / Motion seconded by:____ / All in favor:____ / All opposed:____

Resolution # 19-32724

Resolution ratifying the approval of attendance of Andrew Freleng at the New York State Parking and Transportation Association "Spring Lunch and Learn Event" at Stony Brook University from 9:00 a.m. through 3:00 p.m. on March 26, 2024 at a cost of \$ 75.00, to be expensed from line item number A.3320.400 (Managed Parking Operating Expense).

Motion made by:____ / Motion seconded by:____ / All in favor:____ / All opposed:____

Resolution # 20-32724

Resolution approving the attached contract between the Village of Port Jefferson and the Port Jefferson Rowing Club in the total amount of \$ 22,500.00 payable as \$ 2,812.50 per month for the eight-month term of the contract, for the use of a portion of Centennial Beach as specified in the attached contract.

Motion made by:____ / Motion seconded by:____ / All in favor:____ / All opposed:____

Resolution # 21-32724

Resolution ratifying the approval of the submission of a grant application by the Village of Port Jefferson Tree Committee to the New York State Urban Forestry Council in the amount of \$ 1,000.00 to assist the Tree Committee in working towards the attainment of Tree City status.

Motion made by:____ / Motion seconded by:____ / All in favor:____ / All opposed:____

Resolution # 22-32724

Resolution approving the Event Permit Application submitted by Brooke Oliveri on behalf of the Long Island Health Collaborative for the use of the walkways at Harborfront Park from 9:00 a.m. through 12:30 p.m. on May 18, 2024 for the annual "Walk with a Doc" event.

Motion made by:____ / Motion seconded by:____ / All in favor:____ / All opposed:____

Resolution # 23-32724

Resolution approving the Event Permit Application submitted by Cindy Court on behalf of Mather Hospital for the closing of specified Village streets and the provision by the Village of Port Jefferson of traffic control and Code Enforcement personnel; from 8:30 a.m. through 3:00 p.m. on May 19, 2024 for the annual Mather Hospital Northwell Health Walk.

Motion made by:____ / Motion seconded by:____ / All in favor:____ / All opposed:____

Resolution # 24-32724

Resolution approving the Event Permit Application submitted by Angeline Judex on behalf of the Long Island Explorium for the use of specified portions of the Port Jefferson Village Center and specified portions of Harborfront Park and the corresponding parking area, from 10:00 a.m. through 5:00 p.m. on June 8, 2024 for the annual Maker Faire.

Motion made by: _____ / Motion seconded by: _____ / All in favor: _____ / All opposed: _____

Resolution # 25-32724

Resolution approving the request of Jordan Russo on behalf of the New York Horseshoe Crab Monitoring Network of the Cornell Cooperative Extension Marine Program to utilize the parking area off Crystal Brook Hollow Road with the purpose of collecting data related to horseshoe crabs per the attached "2024 Horseshoe Crab Survey Schedule".

Motion made by: _____ / Motion seconded by: _____ / All in favor: _____ / All opposed: _____

Resolution # 26-32724

Resolution scheduling a public hearing for 6:00 p.m. on April 24, 2024 at Port Jefferson Village Hall, 121 West Broadway, Port Jefferson, New York, 11777 regarding a proposed law amending Chapter 25 (Country Club Management Advisory Council), Section 25-2A (Composition) of the Code of the Village of Port Jefferson.

Motion made by: _____ / Motion seconded by: _____ / All in favor: _____ / All opposed: _____

Resolution # 27-32724

Resolution authorizing Treasurer Gaffga to perform attached Budget Transfer Number 2, to close out the Capital Harborfront Walkway Project by decreasing appropriations in line item H.8997.605 (Harborfront Walkway Project 2023) by \$ 15,093.00 and increasing appropriations in line item H.9950.900 (Interfund Transfer) by \$ 15,093.00, and requesting that Budget Transfer Number 2 be included as part of the minutes of the March 27, 2024 Meeting of the Board of Trustees.

Motion made by: _____ / Motion seconded by: _____ / All in favor: _____ / All opposed: _____

Resolution # 28-32724

Resolution authorizing Treasurer Gaffga to perform attached Budget Amendment Number 18 appropriating Country Club Fund Balance in the amount of \$ 309,922.72 for the approved Bunker Rebuild Bid approved February 28, 2024 to be expensed through line item CR.9901.0900 (Interfund Transfer), and requesting that Budget Amendment Number 18 be included as part of the minutes of the March 27, 2024 meeting of the Board of Trustees.

Motion made by:_____ / Motion seconded by:_____ / All in favor:_____ / All opposed:_____

Resolution # 29-32724

Resolution authorizing Treasurer Gaffga to perform attached Budget Amendment Number 19 increasing Capital Fund appropriations for Revenue line item H.5031.000 (Interfund Transfer) by \$ 309,922.72, and increasing appropriations for newly created Expense line item H.7197.210 (PJCC Capital Improvements to Golf Course) by \$ 309,922.72, and requesting that Budget Amendment 19 be included as part of the minutes of the March 27, 2024 meeting of the Board of Trustees.

Motion made by:_____ / Motion seconded by:_____ / All in favor:_____ / All opposed:_____

Resolution # 30-32724

Resolution authorizing Treasurer Gaffga to create a new Capital Fund expense account, to be known as line item H.5110.200 (Highway Capital Equipment).

Motion made by:_____ / Motion seconded by:_____ / All in favor:_____ / All opposed:_____

Resolution # 31-32724

Resolution authorizing Treasurer Gaffga to perform attached Budget Amendment Number 20 increasing appropriations by \$ 163,666.00 in Capital Fund line item H.5031.000 (Interfund Transfer) and increasing appropriations by \$ 163,666.00 in Capital Fund line item H.5110.0200 (Highway Capital Equipment), to fund the previously recorded transfer of net parking meter fund revenue to the Capital Fund toward the purchase of the Ravo 5-1 Street Sweeper purchased with Parking Meter Funds, and requesting that Budget Amendment Number 20 be included as part of the minutes of the March 27, 2024 meeting of the Board of Trustees.

Motion made by:_____ / Motion seconded by:_____ / All in favor:_____ / All opposed:_____

Resolution # 32-32724

Resolution authorizing Treasurer Gaffga to perform attached Budget Amendment Number 21 recording the conversion of the East Beach Bluff Ban to a Serial Bond by increasing appropriations by \$ 275,000.00 in line item H.5731.000 (BANS Redeemed from Appropriations) and by \$ 4,725,000.00 in line item H.5710.000 (Serial Bond) and increasing appropriations by \$5,000,000.00 in Capital Expense H.8997.602 (Bluff Project), and requesting that Budget Amendment Number 21 be included as part of the minutes of the March 27, 2024 meeting of the Board of Trustees.

Motion made by:_____ / Motion seconded by:_____ / All in favor:_____ / All opposed:_____

Resolution # 33-32724

Resolution authorizing Treasurer Gaffga to create a new Capital Fund expense account, to be known as line item H.5110.205 (Highway Capital Paving Projects).

Motion made by:_____ / Motion seconded by:_____ / All in favor:_____ / All opposed:_____

Resolution # 34-32724

Resolution authorizing Treasurer Gaffga to perform attached Budget Amendment Number 22 increasing appropriations by \$ 115,270.30 in revenue line item A.2770.000 (Misc Revenues) to properly record the receipt of the National Grid paving contribution, and increasing appropriations by \$ 115, 270.30 in expense line item A.9950.900 (Interfund Transfer), and requesting that Budget Amendment 22 be included as part of the minutes of the March 27, 2024 meeting of the Board of Trustees.

Motion made by:_____ / Motion seconded by:_____ / All in favor:_____ / All opposed:_____

Resolution # 35-32724

Resolution authorizing Treasurer Gaffga to perform attached Budget Amendment Number 23 increasing appropriations by \$ 115,270.30 in revenue line item H.5031.000 (Interfund Transfer) to move the National Grid paving contribution to Capital, and increasing appropriations by \$ 115,270.30 in expense line item H.5110.205 (Highway Capital Paving Projects), and requesting that Budget Amendment Number 23 be included as part of the minutes of the March 27, 2024 meeting of the Board of Trustees.

Motion made by:_____ / Motion seconded by:_____ / All in favor:_____ / All opposed:_____

Resolution # 36-32724

Resolution authorizing Treasurer Gaffga to perform attached Budget Amendment Number 24 appropriating Country Club Fund Balance in the amount of \$ 190,475.50 for the awarded sand, sod and gravel bid approved at the March 13, 2024 Work Session Meeting of the Board of Trustees; and for the polymer, irrigation, and necessary supplies required for the Bunker Rebuild capital project, to be expensed from line item CR.9901.0900 (Interfund Transfer), and requesting that Budget Amendment Number 24 be included as part of the minutes of the March 27, 2024 meeting of the Board of Trustees.

Motion made by: _____ / Motion seconded by: _____ / All in favor: _____ / All opposed: _____

Resolution # 37-32724

Resolution authorizing Treasurer Gaffga to perform attached Budget Amendment Number 25 increasing appropriations in the Capital Fund Revenue line item H.5031.000 (Interfund Transfer) in the amount of \$ 190,475.50 for the sod, sand, gravel, polymer, irrigation, and necessary supplies required for the Bunker Rebuild capital project, and increasing appropriations in the Capital Fund Expense line item H.7197.210 (Port Jefferson Country Club Capital Improvement to Golf Course) in the amount of \$190,475.50, and requesting that Budget Amendment Number 25 be included as part of the minutes of the March 27, 2024 meeting of the Board of Trustees.

Motion made by: _____ / Motion seconded by: _____ / All in favor: _____ / All opposed: _____

Resolution # 38-32724

Resolution approving the Check Register and warrants dated 3/24/2024 as presented by Treasurer Gaffga and as approved by Claims Auditor Goodwin.

Motion made by: _____ / Motion seconded by: _____ / All in favor: _____ / All opposed: _____

Resolution # 39-32724

Resolution to enter into Executive Session at _____ p.m. to discuss pending litigation and the specific performance of a particular employee.

Motion made by: _____ / Motion seconded by: _____ / All in favor: _____ / All opposed: _____

Resolution # 40-22824

Resolution to close the March 27, 2024 meeting of the Board of Trustees at _____ p.m.

Motion made by: _____ / Motion seconded by: _____ / All in favor: _____ / All opposed: _____

VILLAGE OF PORT JEFFERSON
Local Law No. ___ of the year 2024
A local law be it enacted by the: Board of Trustees of the
Village of PORT JEFFERSON
as follows:

PURPOSE

A LOCAL LAW CREATING CHAPTER 7 OF THE CODE OF THE VILLAGE OF PORT JEFFERSON ENTITLED "BUDGET AND FINANCE COMMITTEE"

Section 1. Legislative Intent. This Local Law would establish the terms of the Committee.

Section 2. Text Amendment. The proposed local law would create Chapter 7 of the Code of the Village of Port Jefferson "Budget and Finance Committee" as follows:

Chapter 7- Budget and Finance Committee

§ 7-1 Purpose; creation; terms; duties.

A. The purpose of the Budget and Finance Committee (the "Committee") is to assist the Incorporated Village of Port Jefferson (the "Village") Board of Trustees in the preparation and review of the Village's Operating and Capital Budgets, and in the review of the annual independent audit, and to make recommendations to the Board of Trustees regarding such.

B. The Committee shall function in a strictly advisory capacity for the Village Board of Trustees. The Committee shall not serve as policymakers.

C. The Committee shall consist of five (5) voting members, who shall be nominated by the Board and appointed by a majority of the Board of Trustees (including the Mayor), and serve for a two-year term expiring on June 30. The members shall be independent of the management and business activities of the Village. At least four members of the committee shall be residents of the Village.

D. The Committee shall annually select one member to be the Chairperson and one member to be the Vice Chairperson. Both the Chairperson and the Vice Chairperson shall be residents of the Village.

E. The Village Treasurer shall serve as ex-officio, non-voting member of the Committee. The Deputy Treasurer may substitute for the Treasurer.

F. All Committee members will be bound by an oath of confidentiality.

G. Members of the Committee may be removed for cause by the Board of Trustees voting as a majority.

H. If vacancies occur, the Board of Trustees voting as a majority shall appoint successors to serve the unexpired portion of the term.

I. The Committee shall meet as required to perform its mission and shall have regularly scheduled meetings at least once a month. The Committee's duties include assisting and reviewing the preparation of the preliminary and adopted budgets, and meeting with the independent auditors prior to the adoption of the annual audit. The Committee is charged to meet with Village officers, employees, elected officials, other board and committee members, outside consultants, lawyers, auditors and other third parties as necessary to perform their function.

J. Members of the Committee may participate in meetings in person or through technology.

Section 3. Severability. If any clause, sentence, paragraph, section, article, chapter or part of this local shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder thereof but shall be confined in its operation to the clause, sentence, paragraph, section, article, chapter or part thereof directly involved in the controversy in which such judgment shall have been rendered.

Section 4. Authority to enact pursuant to Municipal Home Rule Law § 10 and § 20.

Section 5. This local law shall become effective immediately upon filing with the Secretary of State of the State of New York.

Dated: _____, 2024

Sylvia Pirillo, RMC
Port Jefferson Village Clerk
Port Jefferson, NY

I hereby certify that the local law annexed hereto, designated as Local Law No. ___ of 2024 of the Incorporated Village of Port Jefferson was duly passed by the Village Board on _____, 2024, in accordance with applicable provisions of law.

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the matter indicated in paragraph 1 above.

Sylvia Pirillo, RMC
Port Jefferson Village Clerk

Dated: _____, 2024

(Seal)

(Certification to be executed by Village Attorney or other authorized Attorney of Locality.)

STATE OF NEW YORK)
) ss:
COUNTY OF SUFFOLK)

I, the undersigned, hereby certify that the foregoing local law contains the correct text and that all proper proceedings have been had or taken for the enactment of the local law annexed hereto.

David J. Moran, Esq.
Port Jefferson Village Attorney

Dated: _____, 2024



Board of Trustees Meeting Minutes
Village Hall – 121 West Broadway, Port Jefferson, NY, 11777
February 28, 2024 at 6:00 p.m.

Call to Order

The meeting is called to order by Mayor Sheprow at 6:02 p.m.

Attendance is taken by Clerk Pirillo, to confirm the presence of a quorum:

Mayor Sheprow Present
Trustee Kassay Present
Trustee Loucks Present
Trustee Biondo Present
Trustee Juliano Present

Attorney Moran and Treasurer Gaffga also present.

Pledge of Allegiance

Announcements

The next upcoming Village Board of Trustees' Meeting will be a Work Session Meeting, beginning at 5:00 p.m. on March 13th.

Public Safety and Welfare Update

Presented by Chief Andy Owen and SCPD

Public Hearing

Resolution to open the public hearing regarding a proposed Local Law to override the 2% tax cap as established in General Municipal Law Section 3-c, as it may be necessary to adopt a budget that requires a tax levy greater than the tax levy limit.

Motion made by: **Trustee Juliano** / Motion seconded by: **Trustee Biondo** /
All in favor, with none opposed.

Resolution to close the public portion of the public hearing regarding a proposed Local Law to override the 2% tax cap as established in General Municipal Law Section 3-c.

Motion made by: **Trustee Kassay** / Motion seconded by: **Trustee Loucks** /
All in favor, with none opposed.

Resolution adopting the proposed Local Law as attached to override the 2% tax cap as established in General Municipal Law Section 3-c.

Motion made by: **Mayor Sheprow** / Motion seconded by: **Trustee Biondo** /
All in favor, Trustee Kassay, Trustee Loucks, Trustee Biondo and Trustee Juliano. Mayor Sheprow opposed.
Passed 4/1.

Trustees' Comments Trustee Loucks, Trustee Kassay and Trustee Juliano

Minutes 2/28/2024

Public to Address the Board of Trustees

Action on Agenda items

Motion to enter into Executive Session

Motion to enter into Executive Session to discuss pending litigation and the specific performance of a particular employee.

Motion to Close

Motion to close the February 28, 2024 Board of Trustees Meeting.

Resolution # 01-22824

Resolution approving the minutes of the January 31, 2024 and February 14, 2024 meetings of the Board of Trustees of the Village of Port Jefferson.

Motion made by: **Trustee Biondo** / Motion seconded by: **Trustee Juliano** /
All in favor, with none opposed.

Resolution # 02-22824

Resolution approving the adoption of the attached proposed local law – Local Law Number 3 of 2024 – amending Chapter 65 (Parks and Recreation Advisory Council) of the Code of the Village of Port Jefferson.

Motion made by: **Trustee Loucks** / Motion seconded by: **Trustee Juliano** /
All in favor, with none opposed.

Resolution # 03-22824

Resolution approving an increase in the annual salary of Assistant Labor Crew Leader Brian Rowe from \$ 55,359.91 to \$ 71,007.25 owing to the acquisition of substantial expertise in his area of employment, and further approving the Civil Service title of Labor Crew Leader for Brian Rowe, with the salary increase to be effective on February 29, 2024.

Motion made by: **Trustee Biondo** / Motion seconded by: **Trustee Loucks** /
All in favor, with none opposed.

Resolution # 04-22824

Resolution ratifying the hiring of Oluwatayin Kupoluyi effective January 31, 2024 at a rate of \$ 16.00 per hour, per the approved Internship Agreement between Stony Brook University and the Village of Port Jefferson.

Motion made by: **Trustee Biondo** / Motion seconded by: **Trustee Juliano** /
All in favor, with none opposed.

Resolution # 05-22824

Resolution accepting the resignation of Kevin Sullivan as a Groundskeeper I for the Village of Port Jefferson Country Club, effective March 5, 2024.

Motion made by: **Trustee Loucks** / Motion seconded by: **Trustee Biondo** /
All in favor, with none opposed.

Minutes 2/28/2024

Resolution # 06-22824

Resolution approving the hiring of Bee Ready Law Group, LLP as special Election Counsel to Village Clerk Sylvia Pirillo for the upcoming Village General Election on June 18, 2024 per the attached Engagement Letter; and authorizing Mayor Sheprow to sign the Engagement Letter between the Village of Port Jefferson and Bee Ready Law Group, LLC.

Motion made by: **Trustee Biondo** / Motion seconded by: **Trustee Juliano** /
All in favor, with none opposed.

Resolution # 07-22824

Resolution accepting with regret the resignation of Louis Bekofsky as a Member of the Village of Port Jefferson Planning Board, effective February 15, 2024.

Motion made by: **Trustee Juliano** / Motion seconded by: **Trustee Biondo** /
All in favor, with none opposed.

Resolution # 08-22824

Resolution authorizing the solicitation of a Request for Proposals for the repair or replacement of rooves at specified Village-owned locations, and directing Clerk Pirillo to notice the Request for Proposals accordingly.

Motion made by: **Trustee Loucks** / Motion seconded by: **Trustee Biondo** /
All in favor, with none opposed.

Resolution # 09-22824

Resolution awarding the contract for the renovation of bunkers at the Port Jefferson Country Club to NMP Golf Construction Corp. - the lowest bidder – at the bid price of \$ 309,922.72; per the bid opening on February 15, 2024.

Motion made by: **Trustee Loucks** / Motion seconded by: **Trustee Biondo** /
All in favor, with none opposed.

Resolution # 10-22824

Resolution authorizing the solicitation of a Request for Quotations for all sod and sand required for the renovation of bunkers at the Port Jefferson Country Club, in conjunction with the contract award for the renovation of bunkers at the Port Jefferson Country Club.

Motion made by: **Trustee Kassay** / Motion seconded by: **Trustee Biondo** /
All in favor, with none opposed.

Resolution # 11-22824

Resolution approving the attached Intermunicipal Agreement between the Town of Brookhaven and the Village of Port Jefferson for the provision of Fire Marshal Services, and authorizing Mayor Sheprow to sign the Intermunicipal Agreement between the Town of Brookhaven and the Village of Port Jefferson.

Motion made by: **Trustee Juliano** / Motion seconded by: **Trustee Biondo** /
All in favor, with none opposed.

Minutes 2/28/2024

Resolution # 12-22824

Resolution approving the attached resolution required by the New York State Office of Parks, Recreation and Historic Preservation for Grant # 237642 related to the planning by the Village of Port Jefferson of Six-Acre Park.

Motion made by: **Trustee Kassay** / Motion seconded by: **Trustee Loucks** /
All in favor, with none opposed.

Resolution # 13-22824

Resolution ratifying the approval of the attached quotation submitted by Brian McCaffrey for the provision of administration services related to the Village of Port Jefferson Stormwater Management Program, for an amount not to exceed \$ 7,700.00 to be expensed from line item number A.8140.400 (Storm Sewers Expenses).

Motion made by: **Trustee Juliano** / Motion seconded by: **Trustee Kassay** /
All in favor, with none opposed.

Resolution # 14-22824

Resolution approving the attached proposal submitted by P.W. Grosser Consulting, Inc. in the amount of \$ 11,500.00 for the provision of engineering support services at the Port Jefferson Landfill at the Port Jefferson Country Club, with the \$ 11,500.00 to be expensed from Purchase Order # 24-00013, which Purchase Order had a remaining balance of \$ 12,153.00 as of February 9, 2024, and authorizing Mayor Shepro to sign the proposal submitted by P.W. Grosser Consulting, Inc.

Motion made by: **Trustee Juliano** / Motion seconded by: **Trustee Biondo** /
All in favor, with none opposed.

Resolution # 15-22824

Resolution approving the attached New Managed Services Agreement submitted by Island Tech Services in the amount of \$ 5,240.67 per month for network infrastructure management services, with the \$ 5,240.67 per month to be expensed from line item number A.1650.440 (Central Communications Contractual) and authorizing Mayor Shepro to sign the New Managed Services Agreement submitted by Island Tech Services.

Motion made by: **Trustee Biondo** / Motion seconded by: **Trustee Juliano** /
All in favor, with none opposed.

Resolution # 16-22824

Resolution approving the attached Tax Certiorari Settlement Package as recommended by Assessor Paul Damato for Petitioner 1610-1618 Main Street PJ LLC regarding the property at 1610 Main Street, SBL 206/21/4/36, Port Jefferson, New York, 11777.

Motion made by: **Trustee Juliano** / Motion seconded by: **Trustee Kassay** /
All in favor, with none opposed.

Resolution # 17-22824

Resolution approving the attached Tax Certiorari Settlement Package as recommended by Assessor Paul Damato for Petitioner 1610-1618 Main Street PJ LLC regarding the properties at 1612 - 1618 Main Street, SBL 206/21/4/37, Port Jefferson, New York, 11777.

Motion made by: **Trustee Juliano** / Motion seconded by: **Trustee Kassay** /
All in favor, with none opposed.

Resolution # 18-22824

Resolution approving the attached Payment in Lieu of Parking as recommended by the Village of Port Jefferson Planning Board for the property at 1515 Main Street, known as Earth Dog, Inc., SCTM # 11-3-20.001, Port Jefferson, New York, 11777.

Motion made by: **Trustee Biondo** / Motion seconded by: **Trustee Juliano** /
None in Favor. All Opposed, Trustee Kassay, Trustee Loucks, Trustee Juliano, Trustee Biondo and Mayor Sheprow.
Failed 5/0.

Resolution # 19-22824

Resolution approving the Event Application submitted by Joel Posner on behalf of Hope House Ministries for the use of a portion of Harborfront Park and the Wayfair Room in the Village Center from 10:00 a.m. through 1:00 p.m. on March 16, 2024 for a Polar Plunge Fundraiser.

Motion made by: **Trustee Kassay** / Motion seconded by: **Trustee Loucks** /
All in favor, with none opposed.

Resolution # 20-22824

Resolution approving the Event Application submitted by Barbara Ransome on behalf of the Greater Port Jefferson Chamber of Commerce for the use of Harborfront Park and the Skipjack Room in the Village Center from 8:00 a.m. through 5:30 p.m. on September 14, 2024 for the annual Dragon Boat Race Festival.

Motion made by: **Trustee Loucks** / Motion seconded by: **Trustee Kassay** /
All in favor, with none opposed.

Resolution # 21-22824

Resolution approving the Event Application submitted by Barbara Ransome on behalf of the Greater Port Jefferson Chamber of Commerce for the use and closure of a portion of Main Street and the use and closure of a portion of East Broadway for the Annual Easter Parade, and also for the use of a portion of Harborfront Park for an egg hunt, from 12:00 noon through 2:00 p.m. on March 31, 2024.

Motion made by: **Trustee Kassay** / Motion seconded by: **Trustee Juliano** /
All in favor, with none opposed.

Resolution # 22-22824

Resolution declaring the Village of Port Jefferson "Seawolves Country", to further solidify the relationship between the Village of Port Jefferson and the faculty, employees and students of Stony Brook University and approving the placement of "Seawolves" banners on specified light poles designated by the Village of Port Jefferson and adopting the attached corresponding Proclamation.

Motion made by: **Trustee Kassay** / Motion seconded by: **Trustee Biondo** /
All in favor, with none opposed.

Resolution # 23-22824

Resolution declaring as surplus, and no longer required for municipal purposes, the following Department of Public Works and Parks Department vehicles: a 2002 Chevrolet Tahoe, a 2007 Pipe-hunter Tow-Behind Drain Cleaner, a 2008 Spaulding hot asphalt trailer, a 2008 Ford F-250 and six (6) Big Belly solar trash compactors.

Motion made by: **Trustee Juliano** / Motion seconded by: **Trustee Biondo** /
All in favor, with none opposed.

Resolution # 24-22824

Resolution scheduling a public hearing for 6:00 p.m. on March 27, 2024 at Port Jefferson Village Hall, 121 West Broadway, Port Jefferson, New York, 11777 regarding a proposed local law creating Part I (Administrative Legislation), Chapter 7 (Budget and Finance Committee) of the Code of the Village of Port Jefferson, and directing Clerk Pirillo to notice the public hearing accordingly.

Motion made by: **Trustee Juliano** / Motion seconded by: **Trustee Loucks** /
All in favor, with none opposed.

Resolution # 25-22824

Resolution authorizing Treasurer Gaffga to create a new General Fund budget line for Fiscal Year 2024 and for each subsequent Fiscal Year, with the budget line titled: Mayor's Disbursement to the BID from Taxes, and to be known as line-item number A.1210.450.

Motion made by: **Trustee Juliano** / Motion seconded by: **Trustee Biondo** /
All in favor, with none opposed.

Resolution # 26-22824

Resolution authorizing Treasurer Gaffga to perform attached Budget Amendment Number 16 increasing revenues through line item number A.1028.000 (Special Assessment BID District) and increasing the corresponding expense through line item A.1210.450 (Mayor's Disbursement to the BID from Taxes), and requesting that Budget Amendment Number 16 be included as part of the formal meeting minutes of the February 28, 2024 meeting of the Board of Trustees.

Motion made by: **Trustee Loucks** / Motion seconded by: **Trustee Juliano** /
All in favor, with none opposed.

Minutes 2/28/2024

Resolution # 27-22824

Resolution authorizing Treasurer Gaffga to establish a Capital Fund Reserve bank account for the purpose of properly recording finances related to Beach Restoration projects.

Motion made by: **Trustee Kassay** / Motion seconded by: **Trustee Juliano** /
All in favor, with none opposed.

Resolution # 28-22824

Resolution authorizing Treasurer Gaffga to appropriate General Fund Reserves and perform attached Budget Amendment Number 17 to fund the purchase of four (4) new Code Department radios in the amount of \$14,895.96, to be purchased pursuant to NYS OGS Contract PT68722, and requesting that Budget Amendment Number 17 be included as part of the formal meeting minutes of the February 28, 2024 meeting of the Board of Trustees.

Motion made by: **Trustee Juliano** / Motion seconded by: **Trustee Loucks** /
All in favor, with none opposed.

Resolution # 29-22824

Resolution authorizing Treasurer Gaffga to perform attached Budget Transfer Number 1 to decrease appropriations in line item A.5410.0400 (Sidewalk Expenses) by \$ 4,000.00 and increase appropriations in line item A.7110.0100 (Full Time Parks) by \$ 4,000.00, and requesting that Budget Transfer Number 1 be included as part of the formal meeting minutes of the February 28, 2024 meeting of the Board of Trustees.

Motion made by: **Trustee Loucks** / Motion seconded by: **Trustee Juliano** /
All in favor, with none opposed.

Resolution # 30-22824

Resolution approving the Check Register and warrants dated 2/23/2024 as presented by Treasurer Gaffga and as approved by Claims Auditor Goodwin.

Motion made by: **Trustee Biondo** / Motion seconded by: **Trustee Kassay** /
All in favor, with none opposed.

Resolution # 31-22824

Resolution approving the submission by the Village of Port Jefferson of the Town of Brookhaven Community Development Block Grant (CDBG) application in an amount not to exceed \$ 20,000.00 for a proposed Senior program to be held at the Port Jefferson Village Center.

Motion made by: **Trustee Kassay** / Motion seconded by: **Trustee Juliano** /
All in favor, with none opposed.

Resolution # 32-22824

Resolution to enter into Executive Session at 7:23 p.m. to discuss pending litigation and the specific performance of a particular employee.

Motion made by: **Trustee Biondo** / Motion seconded by: **Trustee Loucks** /
All in favor, with none opposed.

Resolution # 33-22824

Resolution to close the Executive Session portion of the February 28, 2024, meeting of the Board of Trustees at 8:33 p.m.

Motion made by: **Trustee Kassay** / Motion seconded by: **Trustee Biondo** /
All in favor, with none opposed.

Resolution # 34-22824

Resolution to close the February 28, 2024, meeting of the Board of Trustees at 8:33 p.m.

Motion made by: **Trustee Loucks** / Motion seconded by: **Trustee Kassay** /
All in favor, with none opposed.



**Work Session Meeting of the Board of Trustees
Village Hall – 121 West Broadway, Port Jefferson, NY, 11777
March 13, 2024 at 5:00 p.m.**

Call to Order

The meeting is called to order by Mayor Sheprow at 5:09 p.m.

Attendance is taken by Clerk Pirillo, to confirm the presence of a quorum:

Mayor Sheprow Present
Trustee Kassay Present
Trustee Loucks Via Remote Participation
Trustee Biondo Present
Trustee Juliano Present

Attorney Moran & Treasurer Gaffga also present.

Pledge of Allegiance

Presentations

- o Update from the Power Plant Working Group
- o Summary findings and recommendations from the Port Jefferson Village Election Task Force

Board Discussion

Summary findings and recommendations from the Port Jefferson Village Election Task Force

Monthly Reports from the following:

Mayor Sheprow
Public Safety
Trustee Juliano
Department of Public Works
Parks Department
Trustee Loucks
Recreation Department
Trustee Biondo
Building and Planning/Environmental Services
Trustee Kassay

Village Clerk Sylvia Pirillo, RMC

Resolution accepting the quotation submitted by DeLea Landscape Supplies, Inc. in the amount of \$ 186,665.00 for the provision of sand, sod and blue stone for the Village of Port Jefferson Country Club, per the bid opening on March 12, 2024, and authorizing Mayor Sheprow to execute any corresponding required documents.

Motion made by: **Trustee Kassay** / Motion seconded by: **Trustee Biondo** /
All in favor, with none opposed.

Village Treasurer Stephen Gaffga

Village Attorney David Moran

Resolution to enter into Executive Session at 7:29 p.m. to discuss pending litigation and the specific performance of a particular employee.

Motion made by: **Trustee Kassay** / Motion seconded by: **Trustee Biondo** /
All in favor, with none opposed.

Resolution to close the Executive Session portion of the March 13, 2024, at 9:02 p.m.

Motion made by: **Mayor Sheprow** / Motion seconded by: **Trustee Juliano** /
All in favor, with none opposed.

Motion to close the March 13, 2024 Work Session Meeting of the Board of Trustees at 9:03 p.m.

Motion made by: **Trustee Kassay** / Motion seconded by: **Mayor Sheprow** /
All in favor, with none opposed.

INSPECTOR RESIDENCY RESOLUTION

WHEREAS, Public Officers Law § 3 requires that all public officers be residents of the municipality by which they are employed; and

WHEREAS, Village Law § 3-300(2) requires that village officers be residents of the village by which they are employed; and

WHEREAS, Village Law § 3-300(2)(a) authorizes a village board of trustees to allow, by resolution, appointed village officers to reside within a county in which the village is wholly or partially situated; and

WHEREAS, the office of election inspector is a village public officer and is subject to Public Officers Law § 3 and Village Law § 3-300(2); and

WHEREAS, the Suffolk County Board of Elections certifies qualified election inspectors and has provided the Village with a listing of certified election inspectors; and

WHEREAS, the Village Clerk has canvassed the list provided by the Suffolk County BOE and has not been able to select an adequate number of election inspectors and alternate inspectors, who are ready willing and able to perform the functions of election inspector for the upcoming election and who reside within the Village; and

WHEREAS, due to the lack of adequate certified election inspectors, who reside within the Village, the Village Clerk must attempt to select election inspectors and alternate inspectors who reside outside the Village;

NOW THEREFORE, BE IT RESOLVED, in lieu of any other residency requirement imposed by law, for the election occurring on June 18, 2024, village election inspectors, and alternate inspectors, may reside within the County of Suffolk.



**Port Jefferson Country Club
Memorandum**

To: Mayor Sheprow and Board of Trustees

Re: Jake Anderson

Date: 3/18/2024

Request for country club staff hires.

Please approve the following to begin work at the country club starting 3/29/24.

Golf Pro Shop

Name	2023 Rate of Pay	PJCC Working Title	2024 requested rate.
Re-hires			
Charles Curley	\$16.00/hr	Outside Services	\$17.00/hr
Danny Brett	\$16.00/hr	Outside Services	\$17.00/hr
Dennis Maloney	\$15.00/hr	Outside Services	\$16.00/hr
Don Pipe	\$16.00/hr	Outside Services	\$17.00/hr
Jared Sciarrino	\$15.00/hr	Outside Services	\$16.00/hr
John Steiner	\$16.00/hr	Outside Services	\$17.00/hr
John Znaniecki	\$17.00/hr	Outside Services	\$18.00/hr
Josh Baron	\$16.00/hr	Outside Services	\$17.00/hr
Lisa Schildt	\$16.00/hr	Outside Services	\$17.00/hr
Paul D'Amico	\$17.00/hr	Outside Services	\$18.00/hr
Sean Brennan	\$16.00/hr	Outside Services	\$17.00/hr
Steve Liantonio	\$16.00/hr	Outside Services	\$17.00/hr
Ava Rado	\$15.00/hr	Inside Staff	\$16.00/hr
James Smith	\$20.00/hr	Inside Staff	\$22.00/hr
Tabitha Rhoden	\$18.00/hr	Inside Staff	\$19.00/hr
Mark Coleman	\$18.00/hr	Inside Staff	\$19.00/hr
Chris Couch	\$16.00/hr	Starter/Ranger	\$17.00/hr
Nick Prounis	\$16.00/hr	Starter/Ranger	\$17.00/hr
Jackie Lorey	\$16.00/hr	Starter/Ranger	\$17.00/hr
Peter Luquer	\$16.00/hr	Starter/Ranger	\$17.00/hr
Timothy McCabe	\$16.00/hr	Starter/Ranger	\$17.00/hr
Kevin Washburn	\$16.00/hr	Starter/Ranger	\$17.00/hr
Thomas Courtney	\$16.00/hr	Starter/Ranger	\$17.00/hr
New Hires			
Anthony Machello	N/A	Outside Services	\$16.00/hr
Thomas Versantcoort	N/A	Outside Services	\$16.00/hr
Sean Edson	N/A	Outside Services	\$16.00/hr
Hailey Hamilton	N/A	Inside Staff	\$18.00/hr

Thank you for the consideration, Jake Anderson

----- Forwarded message -----

From: **Pat Sullivan** <psullivan@portjeff.com>

Date: Wed, Mar 20, 2024 at 12:41 PM

Subject: new hire/re-hire

To: Mary Pelton <mpelton@portjeff.com>

New hire

Jose A Diaz - start date - 3/18/24 - pay rate of \$ 21.00 per hour

Rehires

Leandro Nunez Almonte - start date 3/14/24 - pay rate of \$ 21.75 per hour

Noemi Almonte de Nunez - start date of 3/14/24 - pay rate of \$ 21.50 per hour

Luis Miguel Mosquea Rodriguez - start date of 3/14/24 - pay rate of \$ 18.50 per hour

Jose L. Genao - start date of 3/14/24 - pay rate of \$ 20.50 per hour

February 29, 2024

Ms. Renee Lemmerman
Director of Recreation
Village of Port Jefferson
121 West Broadway
Port Jefferson, NY 11777



Dear Renee:

On behalf of Phil Grucci and all of here at Fireworks by Grucci, we'd like to thank you, Mayor Sheprow, the Village Council and everyone involved for your continued trust and loyalty in us! We are delighted with the opportunity to return to East Beach to perform again for you and the Village residents this summer!

As we spoke on the phone, we are excited to offer you a comparable fireworks performance as last year at the same budget:

<i>Village of Port Jefferson 2024 Independence Day Celebration Fireworks by Grucci</i>						
<u>Show Date</u>	<u>Rain Date</u>	<u>Class</u>	<u>Duration</u>	<u>Fireworks Performance</u>	<u>Grucci Discount</u>	<u>Fireworks Total*</u>
Wednesday July 3 rd	Saturday July 6 th	State Class Grucci High Aerials traditionally displayed with brilliant patriotic colors and exciting designer pattern effects!	18 – 20 minutes	\$30,000	-\$575	\$29,425

* As we have done in the past, we will include the 4x4 pick-up trucks to transport on the beach the fireworks and equipment to the display location from the East Beach access point. As provided previously, we do request the Village to provide the following production items in addition to the above fireworks budget:

1. Applicable permit fees.
2. Display site access, use, and detailed clean-up.
3. Fire department stand-by.
4. Public safety and site security, traffic and crowd control including any temporary fencing or barriers.
5. Marine security patrol.
6. On-site Grucci vehicle parking; all as applicable.

Again, we are excited to keep the above performance in line with last year's show!

With that, we have reserved your performance on our show calendar for Wednesday July 3rd. With your confirmation of the above, we will prepare a fireworks performance agreement for your review and signature. We're excited and very much look forward to the opportunity to perform again for you and the residents of the Village of Port Jefferson!

THE FIRST FAMILY OF FIREWORKS

Fireworks by Grucci, Inc.
Bellport, NY 11713

Office #: (631)286-0088 ext. 111
E-mail: scooper@grucci.com

LICENSE AGREEMENT

This Agreement made the _____ day of _____ 2024, between the INCORPORATED VILLAGE OF PORT JEFFERSON, a municipality incorporated in the state of New York, with its principal office located at 121 West Broadway, Port Jefferson, New York, 11777 ("the "Village"), and PORT JEFFERSON ROWING CLUB, a business with offices located at 101 East Broadway (the "Licensee").

WITNESSETH:

WHEREAS, the Village desires to license the use of Centennial Park and grant permission for Port Jefferson Rowing Club to organize programs; and

NOW THEREFORE, IT IS MUTUALLY AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS:

1. Effective Date/Term. This Agreement shall become effective as of the date set forth above and shall continue for a period of one (1) year.

2. Centennial Park.
 - a. Storage. Licensee shall have the right to store its Equipment located at Centennial Park, Port Jefferson, New York (the "Park"). The village reserves the right to move, relocate and/or redesign the storage racks at its sole discretion.

 - b. Park Hours. Licensee shall be permitted to operate Port Jefferson Rowing Club Monday through Friday, 3:00 p.m. -5:30 p.m. only; and Saturday and Sunday 1:00 p.m. – 4:00 p.m. only; from March 6th to November 6th (The Season). The Park's hours are subject to change at any time at the Village's sole discretion. Licensee's use of the Park in all respects shall be subject to all applicable Village rules, policies and regulations. Licensee does not have exclusive use of the Park and shall be respectful to other patrons of the Park.

3. License Fees. During the term hereof, Licensee shall pay to the Village \$2,812.50/month for eight (8) months for a total of \$22,500.00 for the 2024 Season.

4. Financial Reporting. Licensee shall submit to the Village, in a form reasonably satisfactory to the Village, a statement of Gross Receipts and Net Profit, reporting all Gross Receipts and Net Profit generated under this Agreement for the preceding month together with the payment as provided for herein. "Gross Receipts" as used herein shall include, without limitation, all funds received by, or accruing to, Licensee, without deduction or set-

off of any kind, from all revenue producing activities as may be specifically permitted under this Agreement, including but not limited to rental income and club member income. All sales made or services rendered by Licensee shall be construed as made and completed therein even though payment therefore may be made at some other place. Gross Receipts shall include sales made for cash, debit or credit (debit and credit sales shall be included in gross receipts as of the date of the sale), it being the distinct intention and agreement of the parties that all sums paid to Licensee from all sources from the operation under the License Agreement shall be included in Gross Receipts. For purposes hereof, "Net Profit" shall be calculated by taking the Gross Receipts associated with the operations at the Village Center and subtracting the operating expenses and taxes associated therewith.

5. Licensee shall in no way represent to any third party that it or its members, contractors, or employees are employed by or in any other way associated with the Village.

6. For the term of this Agreement, the Licensee will carry insurance in a form acceptable to the Village, including (a) Commercial general liability insurance with combined single limits of not less than \$1,000,000.00 per occurrence and in the aggregate for coverage of, but not limited to, bodily injury, death and property damage; (b) workers' compensation insurance and NYS Disability insurance as required by New York State law; and (c) all other insurance that may be required by any ordinance, law or governmental regulation. Prior to the commencement of this Agreement, and simultaneously with any renewal of any insurance policies, Licensee will provide to the Village certificates of such insurance, naming the Village, all elected and appointed officials, employees and volunteers as an additional insured on a primary and non-contributory basis on the Commercial General liability policy and further providing that such insurance will not be cancelled or modified except upon not less than fifteen (15) days prior written notice to the Village. In addition, simultaneously with the providing of certificates of insurance, Licensee will request that its insurance carrier, or broker, provide copies of the insurance policies to which the certificates refer or additional insured endorsements to such policies.

7. Proof of insurance, sufficient to the Village Clerk, shall be provided to the Village on or before the execution of this Agreement. Licensee shall not commence work under this Agreement until it has obtained all insurance required under this paragraph and such insurance has been approved by the Village.

8. Either party may terminate this Agreement at any time, for any reason or no reason, by providing the other party with a sixty (60) day written notice of its intention to terminate.

Following said sixty (60) day period, this Agreement shall terminate with neither party having any further rights and responsibilities hereunder. Licensee expressly assumes the risk of making any expenditure in connection with this Agreement, even if such expenditure is substantial.

9. This Agreement constitutes the complete understanding of the parties. No modification of any provisions thereof shall be valid unless in writing and signed by both parties. This Agreement cannot be assigned or subcontracted by Licensee without written consent of the Village.

10. This Agreement does not create a contract of employment between the Village and the Licensee. No relationship of employer and employee exists between the Village and the Licensee or with the Village and the employees or agents of the Licensee. The Licensee will at all times be deemed to be an independent contractor. The Licensee is not authorized to bind the Village to any agreements or obligation. The Village will not be liable for any acts of the Licensee, its agents, servants, employees, directors, shareholders and/or officers in performing the duties prescribed herein. No portion of the Park or Village Center is leased to the Licensee. Licensee is a licensee and not a lessee or tenant of the premises. The right of the Licensee to occupy the Park and Village Center and to operate as provided herein will continue only so long as all the terms of this Agreement are strictly and properly complied with by the Licensee and so long as the Agreement is in full force and effect.

11. Any notices required to be given hereunder shall be delivered by (a) certified mail, postage prepaid, return receipt requested or (b) a commercial overnight courier that guarantees next day delivery and provides a receipt. Notice will be effective only upon delivery. All notices required to be given to the Licensee must be addressed to Port Jefferson Rowing Club at 101 E. Broadway, Port Jefferson, NY , 11777 All notices required to be given to the Village must be addressed to the Village Clerk, Incorporated Village of Port Jefferson, 121 West Broadway, Port Jefferson, New York 11777, with a copy to the Mayor, Incorporated Village of Port Jefferson, 121 West Broadway, Port Jefferson, New York 11777.

12. Licensee affirms that it is an equal opportunity employer and will comply with all applicable laws, rules and regulations of all governmental authorities relating to employment matters.

13. Licensee shall indemnify, hold harmless and defend the Incorporated Village of Port Jefferson, its officers, employees, and/or agents from any and all liability, damage, loss, claims, demands and actions of any nature whatsoever, for any reason whatsoever, foreseeable or unforeseeable, which arises out of or is connected with, or is claimed to arise out of to be connected with, any undertaking, product, goods, merchandise, products, services sold and/or work supplied, furnished or performed by the Licensee or its subcontractors and/or agents, on account of personal injury, death or property loss to the Incorporated Village of Port Jefferson, its officers, employees, agents or to any other persons, third parties, or property, but shall not include claims resulting from the gross negligence or willful misconduct of Incorporated Village of Port Jefferson. This indemnity and hold harmless is intended to be as broad as is permitted by law and to include claims of every kind and nature – for tort, under contract, for strict liability or other liability without fault, under statute, rule, regulation or order, and otherwise. This Agreement may be executed in several counterparts, each of which shall be deemed an original, and all such counterparts together shall constitute one and the same instrument. However, the Contract shall not be effective or enforceable against any party hereto until all parties have completely and properly executed at least one counterpart of this Contract. Furthermore, the parties agree that facsimile or E-mail (PDF) signatures shall be deemed original signatures with the same force and effect thereof. The indemnification provided by this Agreement shall be a continuing right to indemnification and shall survive the expiration or termination of this Agreement.

14. The waiver of the Village or Licensee of any breach of any term contained in this Agreement will not be deemed to be a waiver of such term in the event of a subsequent breach of the same or any other term.

15. This Agreement will be deemed to be made and will be construed in accordance with the laws of the State of New York.

IN WITNESS WHEREOF, the Village of Port Jefferson has caused its corporate seal to be affixed hereto and these presents to be signed by its Mayor, duly authorized to do so, and the Licensee has caused its signature to be affixed hereto, the day and year first above written.

INCORPORATED VILLAGE
OF PORT JEFFERSON

PORT JEFFERSON ROWING CLUB

BY: _____
Mayor

BY: _____
Name:
Title:

STATE OF NEW YORK)
) ss.:
COUNTY OF SUFFOLK)

On the ___ day of _____, 2024, before me, the undersigned, personally appeared MAYOR LAUREN SHEPROW personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

STATE OF NEW YORK)
) ss.:
COUNTY OF SUFFOLK)

On the ___ day of _____, 2024, before me, the undersigned, personally appeared _____ personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Notary Public



Inc. Village of Port Jefferson Event Application
MUST BE SUBMITTED AT LEAST 4 WEEKS PRIOR TO THE EVENT

NOTE: Application will not be considered, until form is completed and submitted with \$50.00 application fee. .

The Village of Port Jefferson Event Application is based on ordinances, requirements and regulations for activities hosted by citizens, businesses and organizations. The requirements are designed to minimize the impact on Village residents and businesses. Applicants must conform to the current laws, regulations and requirements when acquiring the necessary permits and provide a safe environment for attendees. A special event places exceptional demands upon the village's infrastructure and its ability to respond to an emergency or disaster. In order to assess the impact that a special event or gathering will have on the Village of Port Jefferson, and allow it to fulfill its' obligation to protect the health, safety and well-being of its' residents, the Village expects that a sponsor will cooperate with the Village in the planning of the event or gathering. The information that a sponsor provides in the event application process will help the Village meet its responsibility to the public and at the same time, assist the sponsor in planning the event.

TODAY'S DATE: Wednesday, February 28, 2024 **DATE of EVENT:** Saturday, May 18, 2024

DATE/ RAIN DATE (if any) _____

EXACT START TIME & END TIME OF EVENT: _____

Organizers to arrive as early as 9 AM to set up, actual event to start exactly at 10 AM.

Event to conclude as late as 12:30 PM, including clean up.

NAME OF ORGANIZATION: Presented by the Long Island Health Collaborative / Walk with a Doc and Catholic Health; Sponsored by AARP Long Island

ADDRESS: Long Island Health Collaborative; 1383 Veterans Memorial Highway Suite 26 Hauppauge, NY 11788

CONTACT NAME: Brooke Oliveri, Manager, Long Island Health Collaborative

PHONE NUMBER: Office: 631-963-4167

CELL PHONE NUMBER _____

NUMBER TO BE USED DURING THE EVENT: _____

BRIEF DESCRIPTION OF EVENTS (use separate sheet if needed):

Promo: Join the Long Island Health Collaborative for Walk with a Doc, sponsored by AARP Long Island!

Dr. Shamim Khan of Catholic Health will discuss how we can keep our hearts healthy as we age

before joining attendees on several loops around beautiful Harborfront Park in Port Jefferson where

you can walk and talk with Dr. Khan.

Format: Janine Logan, Director, LIHC speaks about the LIHC and our WWAD chapter and AARP's

sponsorship of the event before introducing Dr. Khan who will give a brief talk about heart health

and the health benefits of walking before accompanying attendees on several loops around the park.

IS THE ORGANIZATION CHARITABLE/BENEVOLENT/RELIGIOUS? No

(proof of 501(c)(3) status must be provided).

APPROX. NUMBER OF PARTICIPANTS: Likely 25 max

Required Village Services - Check All that Apply:

Traffic Control
(List Locations and approx. # of hours on separate sheet)

Parking Lot Closure
(list parking lot(s) on separate sheet)

Other/Additional Services
Requested (list details on separate sheet)

Road Closure (List locations below or on separate sheet)

Code Patrol/Supervision (Approx # of hours needed) _____ HRS

SCPD 6th Precinct Approval
Date Received: _____

Will food or beverages be served at the event? YES NO

Will alcohol be served at the event? YES NO

Will there be amplified sound during the event? YES NO

Will there be amusement rides during the event? YES NO

Will the event include vendors selling products? YES NO (If yes, please attach a Vendor Information Sheet, listing each vendor, type of product being sold and contact name and number for each vendor)

Please state what provisions have been made for first aid and emergency medical services, if any:
None currently, but will coordinate with Catholic Health if needed.

DATES OF SCHEDULED PLANNING MEETINGS:

None currently planned, but willing to coordinate and attend as needed.

A planning meeting with various Village Departments may be required for this event, if that is the case your application will not be considered or brought to the Village Board for a vote until after the meeting is held.

Brooke Oliveri Manager, LIHC

SIGNATURE & TITLE

Brooke Oliveri

PRINTED NAME

Required Submissions:

1. Completed Application
2. \$50.00 Application Fee.
3. Public Safety Fee (to be calculated by Village Clerk)
4. Additional Fees to be determined by services required.
5. Completed Hold Harmless Form
6. Required Insurance including a Certificate of Insurance naming the Inc. Village of Port Jefferson as certificate holder AND additional insured. (event will not be allowed without submission of proper required insurance forms)
7. Additional information/ forms as requested.

OFFICIAL USE ONLY

Date: _____

Village Board Approval: _____ Date: _____

Fee Charged: _____ Check #: _____

Director's Signature: _____

Insurance Certificate: _____

Commissioner's Signature: _____

INDEMNIFICATION/HOLD HARMLESS AGREEMENT

The Vendor/Contractor/Applicant shall indemnify and hold harmless the Inc. Village of Port Jefferson, its officers, employees, representatives, and/or agents from any and all liability, damage, loss, claims, demands and actions of any nature whatsoever, for any reason whatsoever, foreseeable or unforeseeable, which arises out of or is connected with, or is claimed to arise out of to be connected with, any undertaking, product, goods, merchandise, products, services sold and/or work supplied, furnished or performed by the Vendor/Contractor or its subcontractors, agents, servants, or employees, including without limiting the generality of the forgoing, all liability, damages, loss, claims, attorneys, court and adjusting fees, demands and actions on account of personal injury, death or property loss to the Inc. Village of Port Jefferson its officers, employees, agents or to any other persons, third parties, or property, but shall not include claims resulting from the gross negligence or willful misconduct of the Inc. Village of Port Jefferson. This indemnity and hold harmless is intended to be as broad as is permitted by law and to include claims of every kind and nature, including, but not limiting to – tort, under contract; for strict liability or other liability without fault; under statute, rule, regulation or order; and otherwise.

IN WITNESS WHEREOF, the undersigned has duly executed this Agreement the 28 day of February, 2024 .

Long Island Health Collaborative
Name of Firm

1383 Veterans Memorial Highway Suite 26 Hauppauge, NY 11788
Address

Brooke Oliveri
Vendor/Contractor/Applicant's Signature

Brooke Oliveri, Manager, Long Island Health Collaborative
(Please Print Name and Title)

Witness:

Signature

Date

Print Name



Inc. Village of Port Jefferson Event Application
MUST BE SUBMITTED AT LEAST 4 WEEKS PRIOR TO THE EVENT

NOTE: Application will not be considered, until form is completed and submitted with \$50.00 application fee.

The Village of Port Jefferson Event Application is based on ordinances, requirements and regulations for activities hosted by citizens, businesses and organizations. The requirements are designed to minimize the impact on Village residents and businesses. Applicants must conform to the current laws, regulations and requirements when acquiring the necessary permits and provide a safe environment for attendees. A special event places exceptional demands upon the village's infrastructure and its ability to respond to an emergency or disaster. In order to assess the impact that a special event or gathering will have on the Village of Port Jefferson, and allow it to fulfill its' obligation to protect the health, safety and well-being of its' residents, the Village expects that a sponsor will cooperate with the Village in the planning of the event or gathering. The information that a sponsor provides in the event application process will help the Village meet its responsibility to the public and at the same time, assist the sponsor in planning the event.

TODAY'S DATE: 11/15/2023

NAME OF ORGANIZATION: MATHER HOSPITAL

ADDRESS: 75 NORTH COUNTRY RD, PJ, 11777

CONTACT NAME: CINDY COURT

PHONE NUMBER: 631-476-2723

CELL PHONE NUMBER: _____

NUMBER TO BE USED DURING THE EVENT: 631-553-3290

REGISTRATION - 8³⁰ WALK - 10am
DATE/RAIN DATE (if any) & EXACT START TIME & END TIME OF EVENT:
MAY 19, 2024 8³⁰ - 3

BRIEF DESCRIPTION OF EVENTS (use separate sheet if needed):

5-mile walk from Mather Hospital's upper parking lot, down Belle Terre Rd through Belle Terre gates. Continues down Cliff Rd. to Circle + returns on same path. STEPS OFF AT 10am - walkers should all be back at Mather by 1pm.

IS THE ORGANIZATION CHARITABLE/BENEVOLENT/RELIGIOUS? YES
(proof of 501(c)(3) status must be provided).

APPROX. NUMBER OF PARTICIPANTS: 600

Required Village Services - Check All that Apply:

Traffic Control
(List locations and approx. # of hours on separate sheet)

Parking Lot Closure (list parking lot(s) on a separate sheet)

Other/ Additional Services Requested
(List details on separate sheet)

PARTIAL Road Closure
(List locations below or on a separate sheet)

Code Patrol/ Supervision
(Approx # of hours needed)
4 HRS

Will food or beverages be served at the event? YES NO

Will alcohol be served at the event? YES NO

Will there be amplified sound during the event? YES NO

Will there be amusement rides during the event? YES NO

Will the event include vendors selling products? YES NO (If yes, please attach a Vendor Information Sheet, listing each vendor, type of product being sold and contact name and number for each vendor)

Please state what provisions have been made for first aid and emergency medical services, if any:

HOSPITAL STAFF ON-SITE
PORT JEFFERSON AMBULANCE

DATES OF SCHEDULED PLANNING MEETINGS:

Thursday MAY 2, 2024
LOGISTICS MTG.
PUBLIC AFFAIRS
815 HALLOCK AVE, STE. B
PORT JEFFERSON STATION

A planning meeting with various Village Departments may be required for this event, if that is the case your application will not be considered or brought to the Village Board for a vote until after the meeting is held.

Cynthia Court, SR ADVISOR
SIGNATURE & TITLE SPECIAL EVENTS

CYNTHIA COURT
PRINTED NAME

Required Submissions:

1. Completed Application
2. \$50.00 Application Fee.
3. Additional Fees to be determined by services required.
4. Completed Hold Harmless Form
5. Required Insurance including a Certificate of Insurance naming the Inc. Village of Port Jefferson as certificate holder AND additional insured. (event will not be allowed without submission of proper required insurance forms)
6. Additional information/ forms as requested.

WILL FORWARD CERTIFICATE WHEN REC'D FROM CORPORATE

INDEMNIFICATION/HOLD HARMLESS AGREEMENT

The Vendor/Contractor/Applicant shall indemnify and hold harmless the Inc. Village of Port Jefferson, its officers, employees, representatives, and/or agents from any and all liability, damage, loss, claims, demands and actions of any nature whatsoever, for any reason whatsoever, foreseeable or unforeseeable, which arises out of or is connected with, or is claimed to arise out of to be connected with, any undertaking, product, goods, merchandise, products, services sold and/or work supplied, furnished or performed by the Vendor/Contractor or its subcontractors, agents, servants, or employees, including without limiting the generality of the forgoing, all liability, damages, loss, claims, attorneys, court and adjusting fees, demands and actions on account of personal injury, death or property loss to the Inc. Village of Port Jefferson its officers, employees, agents or to any other persons, third parties, or property, but shall not include claims resulting from the gross negligence or willful misconduct of the Inc. Village of Port Jefferson. This indemnity and hold harmless is intended to be as broad as is permitted by law and to include claims of every kind and nature, including, but not limiting to - tort, under contract; for strict liability or other liability without fault; under statute, rule, regulation or order; and otherwise.

IN WITNESS WHEREOF, the undersigned has duly executed this Agreement the 24 day of January, 2024.

Mather Hospital
Name of Firm

75 North Country Rd
Address

Cynthia Court
Vendor/Contractor/Applicant's Signature

Cynthia Court
(Please Print Name and Title)

Witness:

Phyllis A. Richford
Signature

1-24-24
Date

Phyllis A. Richford
Print Name

PHYLLIS A. RICHFORD
NOTARY PUBLIC-STATE OF NEW YORK
No. 01RI6343659
Qualified in Suffolk County
My Commission Expires 06-13-2024



Inc. Village of Port Jefferson Event Application
MUST BE SUBMITTED AT LEAST 4 WEEKS PRIOR TO THE EVENT

NOTE: Application will not be considered, until form is completed and submitted with \$50.00 application fee.

The Village of Port Jefferson Event Application is based on ordinances, requirements and regulations for activities hosted by citizens, businesses and organizations. The requirements are designed to minimize the impact on Village residents and businesses. Applicants must conform to the current laws, regulations and requirements when acquiring the necessary permits and provide a safe environment for attendees. A special event places exceptional demands upon the village's infrastructure and its ability to respond to an emergency or disaster. In order to assess the impact that a special event or gathering will have on the Village of Port Jefferson, and allow it to fulfill its' obligation to protect the health, safety and well-being of its' residents, the Village expects that a sponsor will cooperate with the Village in the planning of the event or gathering. The information that a sponsor provides in the event application process will help the Village meet its responsibility to the public and at the same time, assist the sponsor in planning the event.

TODAY'S DATE: 2/28/2024 **DATE of EVENT:** 6/8/2024
DATE/ RAIN DATE (if any) NA
EXACT START TIME & END TIME OF EVENT: 10 am to 5 pm

NAME OF ORGANIZATION: Long Island Explorium
ADDRESS: 101 E Broadway Port Jefferson NY 11777
CONTACT NAME: Angeline Judex
PHONE NUMBER: 631 331 3277
CELL PHONE NUMBER: _____
NUMBER TO BE USED DURING THE EVENT: 631 965 9347

BRIEF DESCRIPTION OF EVENTS (use separate sheet if needed): See attached

IS THE ORGANIZATION CHARITABLE/BENEVOLENT/RELIGIOUS? Yes, 501 (c) (3)
(proof of 501(c)(3) status must be provided).

APPROX. NUMBER OF PARTICIPANTS: 2,000

Required Village Services - Check All that Apply:

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Traffic Control
<small>(List Locations and approx. # of hours on separate sheet)</small> | <input checked="" type="checkbox"/> Parking Lot Closure
<small>(list parking lot(s) on separate sheet)</small> | <input checked="" type="checkbox"/> Other/Additional Services Requested
<small>(list details on separate sheet)</small> |
| <input checked="" type="checkbox"/> Road Closure <small>(List locations below or on separate sheet)</small> | <input checked="" type="checkbox"/> Code Patrol/Supervision <small>(Approx # of hours needed) <u>12</u> HRS</small> | <input checked="" type="checkbox"/> SCPD 6th Precinct Approval Date Received: _____ |

Will food or beverages be served at the event? YES NO

Will alcohol be served at the event? YES NO

Will there be amplified sound during the event? YES NO

Will there be amusement rides during the event? YES NO

Will the event include vendors selling products? YES NO (If yes, please attach a Vendor Information Sheet, listing each vendor, type of product being sold and contact name and number for each vendor)

Please state what provisions have been made for first aid and emergency medical services, if any:
We will request for the Volunteer Ambulance to be present with 2 EMTs

DATES OF SCHEDULED PLANNING MEETINGS:

Monthly starting, March 12, 14, 18 or 19 at 10 am at the Explorium

A planning meeting with various Village Departments may be required for this event, if that is the case your application will not be considered or brought to the Village Board for a vote until after the meeting is held.



SIGNATURE & TITLE

Angeline Judex, Executive Director

PRINTED NAME

Required Submissions:

1. Completed Application
2. \$50.00 Application Fee.
3. Public Safety Fee (to be calculated by Village Clerk)
4. Additional Fees to be determined by services required.
5. Completed Hold Harmless Form
6. Required Insurance including a Certificate of Insurance naming the Inc. Village of Port Jefferson as certificate holder AND additional insured. (event will not be allowed without submission of proper required insurance forms)
7. Additional information/ forms as requested.

OFFICIAL USE ONLY

Date: _____

Village Board Approval: _____ Date: _____

Fee Charged: _____ Check #: _____

Director's Signature: _____

Insurance Certificate: _____

Commissioner's Signature: _____

INDEMNIFICATION/HOLD HARMLESS AGREEMENT

The Vendor/Contractor/Applicant shall indemnify and hold harmless the Inc. Village of Port Jefferson, its officers, employees, representatives, and/or agents from any and all liability, damage, loss, claims, demands and actions of any nature whatsoever, for any reason whatsoever, foreseeable or unforeseeable, which arises out of or is connected with, or is claimed to arise out of to be connected with, any undertaking, product, goods, merchandise, products, services sold and/or work supplied, furnished or performed by the Vendor/Contractor or its subcontractors, agents, servants, or employees, including without limiting the generality of the forgoing, all liability, damages, loss, claims, attorneys, court and adjusting fees, demands and actions on account of personal injury, death or property loss to the Inc. Village of Port Jefferson its officers, employees, agents or to any other persons, third parties, or property, but shall not include claims resulting from the gross negligence or willful misconduct of the Inc. Village of Port Jefferson. This indemnity and hold harmless is intended to be as broad as is permitted by law and to include claims of every kind and nature, including, but not limiting to – tort, under contract; for strict liability or other liability without fault; under statute, rule, regulation or order; and otherwise.

IN WITNESS WHEREOF, the undersigned has duly executed this Agreement the 28 day of February, 2024.

Long Island Explorium
Name of Firm

101 E Broadway Port Jefferson NY 11777
Address

Angeline
Vendor/Contractor/Applicant's Signature

Angeline Judex, Executive Director
(Please Print Name and Title)

Witness:

Signature

Date

Print Name

BRIEF DESCRIPTION OF EVENTS

The Maker Faire Long Island 2022 will bring together 100 to 150 makers who will share their innovative technologies, experiences and artwork through hands-on experiences. The event will take place at our Museum, the adjacent Port Jefferson Village Center and the Harborfront Park. We expect approximately 350 families or 2,000 people to attend this one-day event.

Planned Highlights include:

- 3D printing workshops
- Hands-on Science experiments
- Interactive programs to encourage musical and scientific exploration
- Marine Biology exploration
- Maker play area
- Meet a Scientist activities where kids can talk and discuss becoming scientists or engineers.

REQUIRED VILLAGE SERVICES

- Traffic Control
- Parking Lot Closure:
 - Spring Street parking lot (to be coordinated separately)
- Road Closure:
 - Entrance loop by Village Center & road by Yacht Club (with access remaining for Yacht Club members)
- Code Patrol/Supervision: approx. 12 hours.
- Additional Services: Approx. 20 barricades placed in are surrounding Village Center and the Explorium.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/28/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Signature B&B Companies 501 Franklin Avenue Suite 218 Garden City NY 11530 License#: BR-1117267 MARIEXP-01	CONTACT NAME: Gloria Zbilicki PHONE (A/C No. Ext): 516-823-3164 E-MAIL ADDRESS: gzbilicki@acrisure.com	FAX (A/C No): 516-764-1019	
	INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED Children's Maritime Museum at Port Jefferson dba Long Island Explorium P.O. Box 465 101 East Broadway Port Jefferson NY 11777	INSURER A: Philadelphia Indemnity Co.		18058
	INSURER B: Hartford Fire Insurance Company		19682
	INSURER C: Standard Security Life Insurance Company of New		69078
	INSURER D:		
	INSURER E:		
	INSURER F:		

COVERAGES

CERTIFICATE NUMBER: 1178645649

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	SUBROGATION WAIVED	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liab GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:	Y		PHPK2548429	5/31/2023	5/31/2024	EACH OCCURRENCE	\$ 2,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
							MED EXP (Any one person)	\$ 20,000
							PERSONAL & ADV INJURY	\$ 2,000,000
							GENERAL AGGREGATE	\$ 4,000,000
							PRODUCTS - COMP/OP AGG	\$ 4,000,000
								\$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			PHPK2548429	5/31/2023	5/31/2024	COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$ 1,000,000
							PROPERTY DAMAGE (Per accident)	\$
								\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			PHUB861788	5/31/2023	5/31/2024	EACH OCCURRENCE	\$ 4,000,000
							AGGREGATE	\$ 4,000,000
								\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	12WECGG3858	8/31/2023	8/31/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
C	NYS Disability/Paid Family Leave			64843-00	12/31/2023	12/31/2024		Statutory

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

With respect to General Liability, the following are included as Additional Insured as required by a written contract or agreement with the Named Insured executed prior to a loss, per policy form PI-GLD-MK NY 0912:

Village of Port Jefferson, all elected and appointed officials, employees and volunteers

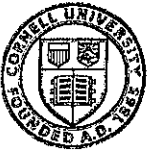
CERTIFICATE HOLDER**CANCELLATION**

Incorporated Village of Port Jefferson
 121 West Broadway
 Port Jefferson NY 11777

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Cornell University
Cooperative Extension
of Suffolk County

Extension Education Center

423 Griffing Avenue, Suite 100
Riverhead, New York 11901-3071
t. 631.727.7850
f. 631.727.7130

Barbara Sakovich
Port Jefferson Village
121 West Broadway
Port Jefferson, NY 11777

February 9, 2024

Dear Ms. Sakovich,

For the past seventeen years Cornell Cooperative Extension of Suffolk County has been monitoring horseshoe crabs in partnership with the New York State Department of Environmental Conservation. We are writing to inform you that we will continue to monitor horseshoe crabs at Mt. Sinai Harbor this year. Our goal is to annually monitor spawning horseshoe crabs at various beaches throughout Long Island so that we can gain a better understanding of their abundance and distribution in the New York Marine District for conservation management.

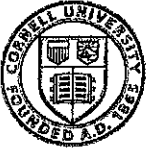
We seek continued permission to temporarily utilize the parking area off Crystal Brook Hollow Road on the evening of the surveys. Cornell Cooperative Extension staff, with the assistance of supervised volunteers, will be collecting data on horseshoe crabs at these sites. If issued temporary parking permits for this site, we will have staff and volunteers place them in the windshield of their parked vehicles at this time.

There are approximately 12 sample nights around the full and new moons between May and June (see attached schedule). Nighttime surveys start at various times, but typically take less than 2 hours. Due to the late evening and early mornings, we respectfully request that arrangements be made with the police bureau to avoid any parking issues for our vehicles.

I have also sent a copy of this letter to Mary Pelton and Deputy Chief Frederick Leute. Thank you for your assistance with this matter. I look forward to hearing from you.

Sincerely,

Matthew Sclafani, PhD.
Senior Extension Resource Educator



Cornell University
Cooperative Extension
of Suffolk County

Extension Education Center

423 Griffing Avenue, Suite 100
Riverhead, New York 11901-3071
t. 631.727.7850
f. 631.727.7130

2024 Horseshoe Crab Survey Schedule – Mt. Sinai

Date	Location	High Tide	Moon Phase
5/5/24	Mt. Sinai Harbor, Port Jefferson	9:59 PM	New -2
5/7/24	Mt. Sinai Harbor, Port Jefferson	11:36 PM	New
5/10/24	Mt. Sinai Harbor, Port Jefferson	1:13 AM	New +2
5/21/24	Mt. Sinai Harbor, Port Jefferson	10:55 PM	Full -2
5/24/24	Mt. Sinai Harbor, Port Jefferson	12:12 AM	Full
5/26/24	Mt. Sinai Harbor, Port Jefferson	1:37 AM	Full +2
6/4/24	Mt. Sinai Harbor, Port Jefferson	10:28 PM	New -2
6/7/24	Mt. Sinai Harbor, Port Jefferson	12:06 AM	New
6/9/24	Mt. Sinai Harbor, Port Jefferson	1:43 AM	New +2
6/19/24	Mt. Sinai Harbor, Port Jefferson	10:21 PM	Full -2
6/21/24	Mt. Sinai Harbor, Port Jefferson	11:48 PM	Full
6/24/24	Mt. Sinai Harbor, Port Jefferson	1:21 AM	Full +2
7/3/24	Mt. Sinai Harbor, Port Jefferson	10:12 PM	New -2
7/5/24	Mt. Sinai Harbor, Port Jefferson	11:51 PM	New
7/8/24	Mt. Sinai Harbor, Port Jefferson	1:22 AM	New +2

Batch Id: CLOSE HW Posting Date: 02/12/24 Budget Year: 4 Fund: H Reason: Amended Budget
* Account Not on File in Budget Year: 4

Expenditure Account Revenue Account	Account Description Account Description	Change Description	Amend Budget	Chg to Budget	Seq
H -8997-0605-0000	HARBORFRONT WALKWAY PROJECT 2023	CLOSE HFW PROJECT	15,093.00-	15,093.00-	1
H -9950-0900-0000	INTERFUND TRANSFERS	CLOSE HFW PROJECT	15,093.00	15,093.00	2
Total Amend Budget: 0.00		Total Change To Budget: 0.00			

Revenue Posting Summary			Amend Antic	Chg to Antic
Total Amend Anticipated: 0.00		Total Change To Anticipated: 0.00		

G/L Posting Summary			
G/L Debit:			
H -0000-0960-0000	APPROPRIATED BUDGET	15,093.00	
G/L Credit:			
H -0000-0960-0000	APPROPRIATED BUDGET	15,093.00	
Total Debits: 15,093.00		Total Credits: 15,093.00	

Entries: 2	Total Amend Budget: 0.00	Total Change To Budget: 0.00
	Total Amend Anticipated: 0.00	Total Change To Anticipated: 0.00

There are NO errors in this listing.

February 23, 2024
11:20 AM

Port Jefferson Village
G/L Entry Verification Listing

Page No: 1

Batch Id: BUNKERS Batch Type: Standard

Account No.	Type	Debit	Credit	Description	Date	Journal Num	Tracking Id	Seq
CR-0000-0599-0000 APPROPRIATED FUND BALANCE..	General Ledger	309,922.72		APPROPRIATE FB FOR BUNKER REBUILD	03/27/24			1
CR-9901-0900-0000 INTERFUND TRANSFERS.. G/L: CR-0000-0522-0000 EXPENDITURES	Expenditure		309,922.72	APPROPRIATE FB FOR BUNKER REBUILD	03/27/24			2

Entries: 2 Debits: 309,922.72 Credits: 309,922.72

There are NO errors in this listing.

Batch Id: BUNKER Posting Date: 03/27/24 Budget Year: 4 Fund: H Reason: Amended Budget
* Account Not on File in Budget Year: 4

Expenditure Account Revenue Account	Account Description Account Description	Change Description	Amend Budget	Chg to Budget	Seq
H -0000-5031-0000	INTERFUND TRANSFERS..	BUNKER REBUILD BA 19	309,922.72	0.00	1
H -7197-0210-0000	PJCC CAPITAL IMPROVEMENT TO GOLF COURSE	BUNKER REBUILD BA 19	309,922.72	309,922.72	2
Total Amend Budget: 309,922.72		Total Change To Budget: 309,922.72			

Revenue Posting Summary			Amend Antic	Chg to Antic
H -0000-5031-0000	INTERFUND TRANSFERS..	BUNKER REBUILD BA 19	309,922.72	309,922.72
Total Amend Anticipated: 309,922.72		Total Change To Anticipated: 309,922.72		

G/L Posting Summary				
G/L Debit:				
H -0000-0510-0000	ESTIMATED REVENUE	309,922.72		
G/L Credit:				
H -0000-0960-0000	APPROPRIATED BUDGET	309,922.72		
Total Debits: 309,922.72		Total Credits: 309,922.72		

Entries: 2 Total Amend Budget: 309,922.72 Total Change To Budget: 309,922.72
Total Amend Anticipated: 309,922.72 Total Change To Anticipated: 309,922.72

There are NO errors in this listing.

March 20, 2024
01:38 PM

Port Jefferson Village
G/L Entry Verification Listing

Page No: 1

Batch Id: BUNKERS2 Batch Type: Standard

Account No.	Account Description	Type	Debit	Credit	Description	Date	Journal Num	Tracking Id	Seq
CR-0000-0599-0000	APPROPRIATED FUND BALANCE..	General Ledger	190,475.50		Bunker Project, Sand, Sod, Gravel, Suppl	03/27/24			1
CR-9901-0900-0000	INTERFUND TRANSFERS..	Expenditure		190,475.50	Bunker Project, Sand, Sod, Gravel, Suppl	03/27/24			2
G/L: CR-0000-0522-0000 EXPENDITURES									

Entries: 2 Debits: 190,475.50 Credits: 190,475.50

There are NO errors in this listing.

Batch Id: NATGRID1 Posting Date: 03/14/24 Budget Year: 4 Fund: A Reason: Amended Budget
* Account Not on File in Budget Year: 4

Expenditure Account Revenue Account	Account Description Account Description	Change Description	Amend Budget	Chg to Budget	Seq
A -0000-2770-0000	UNCLASSIFIED REVENUES..	PAVING CONTRIBUTION	115,270.30	0.00	1
A -9950-0900-0000	INTERFUND TRANSFER..	PAVING CONTRIBUTION	115,270.30	115,270.30	2
Total Amend Budget: 115,270.30		Total Change To Budget: 115,270.30			

Revenue Posting Summary			Amend Antic	Chg to Antic
A -0000-2770-0000	UNCLASSIFIED REVENUES..	PAVING CONTRIBUTION	115,270.30	115,270.30
Total Amend Anticipated: 115,270.30		Total Change To Anticipated: 115,270.30		

G/L Posting Summary

G/L Debit:			
A -0000-0510-0000	ESTIMATED REVENUE	115,270.30	
G/L Credit:			
A -0000-0960-0000	APPROPRIATED BUDGET	115,270.30	
Total Debits: 115,270.30		Total Credits: 115,270.30	

Entries: 2	Total Amend Budget: 115,270.30	Total Change To Budget: 115,270.30
	Total Amend Anticipated: 115,270.30	Total Change To Anticipated: 115,270.30

There are NO errors in this listing.

Batch Id: SWEEPER Posting Date: 03/27/24 Budget Year: 4 Fund: H Reason: Amended Budget
* Account Not on File in Budget Year: 4

Expenditure Account Revenue Account	Account Description Account Description	Change Description	Amend Budget	Chg to Budget	Seq
H -0000-5031-0000	INTERFUND TRANSFERS..	NET PARKNG 4 SWEEPER	163,666.00	0.00	1
H -5110-0200-0000	HIGHWAY CAPITAL EQUIPMENT	NET PARKNG 4 SWEEPER	163,666.00	163,666.00	2
Total Amend Budget: 163,666.00		Total Change To Budget:	163,666.00		

Revenue Posting Summary			Amend Antic	Chg to Antic
H -0000-5031-0000	INTERFUND TRANSFERS..	NET PARKNG 4 SWEEPER	163,666.00	163,666.00
Total Amend Anticipated: 163,666.00		Total Change To Anticipated:	163,666.00	

G/L Posting Summary				
G/L Debit:				
H -0000-0510-0000	ESTIMATED REVENUE		163,666.00	
G/L Credit:				
H -0000-0960-0000	APPROPRIATED BUDGET		163,666.00	
Total Debits: 163,666.00		Total Credits: 163,666.00		

Entries: 2 Total Amend Budget: 163,666.00 Total Change To Budget: 163,666.00
 Total Amend Anticipated: 163,666.00 Total Change To Anticipated: 163,666.00

There are NO errors in this listing.

Batch Id: BLUFBOND Posting Date: 03/27/24 Budget Year: 4 Fund: H Reason: Amended Budget
* Account Not on File in Budget Year: 4

Expenditure Account Revenue Account	Account Description Account Description	Change Description	Amend Budget	Chg to Budget	Seq
H -0000-5731-0000	PROCEEDS OF OBLIGATIONS: BANS REDEEMED	BA 21 BAN-BOND	275,000.00	0.00	1
H -0000-5710-0000	SERIAL BONDS..	BA 21 BAN-BOND	4,725,000.00	0.00	2
H -8997-0602-0000	BLUFF PROJECT	BA 21 BAN-BOND	5,000,000.00	5,000,000.00	3
Total Amend Budget: 5,000,000.00		Total Change To Budget: 5,000,000.00			

Revenue Posting Summary			Amend Antic	Chg to Antic
H -0000-5710-0000	SERIAL BONDS..	BA 21 BAN-BOND	4,725,000.00	4,725,000.00
H -0000-5731-0000	PROCEEDS OF OBLIGATIONS: BANS REDEEMED	BA 21 BAN-BOND	275,000.00	275,000.00
Total Amend Anticipated: 5,000,000.00		Total Change To Anticipated: 5,000,000.00		

G/L Posting Summary		
G/L Debit:		
H -0000-0510-0000	ESTIMATED REVENUE	5,000,000.00
G/L Credit:		
H -0000-0960-0000	APPROPRIATED BUDGET	5,000,000.00
Total Debits: 5,000,000.00		Total Credits: 5,000,000.00

Entries: 3 Total Amend Budget: 5,000,000.00 Total Change To Budget: 5,000,000.00
Total Amend Anticipated: 5,000,000.00 Total Change To Anticipated: 5,000,000.00

There are NO errors in this listing.