



**Work Session Meeting of the Board of Trustees
Village Hall – 121 West Broadway, Port Jefferson, NY, 11777
April 10, 2024 at 5:00 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

Presentation by Treasurer Gaffga

- o Strategic Initiatives in the Fiscal Year 2024/2025 Village of Port Jefferson Tentative Budget

Public Hearing regarding the Fiscal Year 2024/2025 Village of Port Jefferson Tentative Budget

Resolution to open the public hearing regarding the Fiscal Year 2024/2025 Village of Port Jefferson Tentative Budget

Resolution to close the public portion of the Fiscal Year 2024/2025 Village of Port Jefferson Tentative Budget hearing

Monthly Reports from the following:

Mayor Sheprow

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

Village Treasurer Stephen Gaffga

Village Attorney David Moran

Executive Session to discuss pending litigation and a contract negotiation

Motion to close the April 10, 2024 Work Session Meeting of the Board of Trustees at _____ p.m.

PJCC April 1 Update

- Substantial arboricultural work and brush clearance activities have been underway. We are now in the process of re planting California Privet hedges and 2 Maple red sunset trees behind the 9th and 18th greens.
- The bunker renovation project is nearing full completion. Nine holes are still in need of the polymer coating which we are waiting on dry weather to apply. Sod work and full bunker irrigation is completed. We are waiting on 20 zone vales to attach the new irrigation to our current main lines to be fully operational.
- The building of the new championship 10th tee is complete. Irrigation is being installed.
- All fairways and tees, have been shock-waved and top-dressed.
- The golf course opened successfully on Friday March 29th
- We are hosting a Welcome Back Reception for our membership on Friday April 5th
- We are awaiting bids from irrigation companies to lower our well app. 10 feet deeper in the aquifer.
- Currently our irrigation system is not working. We have a power loss on half the course. We are sourcing wires to see where the break may be.
- Membership is continuing to re-sign. We currently have 86 resignations, 5 out on medical leave and 56 new members. Total Memberships as of 3-31-24, 458 memberships and a total of 471 players.

**Code Enforcement Bureau Report
April 2024**

Events –

- Upcoming – Steeplefest April 24
- Past – Easter Parade – March 31 – no incidents or issues to report

Steeplefest Plan –

- Buses will drop off athletes at the high school and park in the teachers parking lot, Spring St. and Our Lady of Wisdom
- Athletes will cut through middle school breezeway to access field
- Teams will be picked up by buses in front of high school
- Officials will park on Brook Rd. near track entrance
- Spectator parking will be in front of high school, with overflow at Caroline field
- Code officers, as well as school staff, will be on hand to direct traffic and assist with parking

Incident report recap (month of March 2024)

- Total - 48
 - o Assist aided; suspicious person; assist other agencies (SCPD, EMS)

Summons recap (month of March 2024)

- Total written - 259
 - o Majority written for: uninspected vehicle (123), no parking/standing (19), overtime parking – street (57), parking without a permit (22); 18 total warnings issued
- Location – East Main Street – 51; Salt Meadow Lot – 29; Main Street – 51; Mariners Lot (Gap Lot) – 27
- Be advised that metered parking has been suspended until the Spring

ALPR survey (month of March 2024)

- 124 passes through Arden resident lot
- PJ-3 in service 58 times
- 22 summonses written for parking w/o a permit
- 23 out of 37 employees LPR trained (62%)

FAT (Field Appearance Ticket) recap (month of March 2024)

- 4 (2 - urinating in public; 1 – open container; 1 - disorderly); 7 warnings (3 – failure to disperse; 1 – disorderly; 3 – open container)

Facebook page

- Official Port Jeff Code Enforcement Bureau

Contact

- Reach out to Code @ (631)774-0066 or Aowen@portjeff.com
- For non-emergency issues, call 631-852-COPS (2677) – SCPD

From: Steve Gallagher <sgallagher@portjeff.com>
Sent: Friday, April 5, 2024 5:35 AM
To: Sylvia Pirillo
Subject: report

- Saturday 3/23/24 rain event- flooding in Port Jefferson- Columbia st, Edgewood Ave, Roosevelt Ave, Sheep Pasture rd, Alice and fruita, 313 Thompson St. Many complaints are coming in with back-to-back rain events. In the process of locating cleanouts for overflows in multiple locations.
- New vehicles 1 Ford F250 and 1 Ford F350 dump body. Investigating 3 Ford explorers for code enforcement as well
- Request for quotes for paving- Laurel Ave, Birch Dr Red oak Ct, Dogwood Rd and Elm ct, Pilgrim dr, Puritan Path, Meroke Trail, Mayflower Dr, Settlers Path, Alden Dr, Cooper Ct
- SCWA project began, 3/16/24- Jones Ave, Robins La, Ave A, Main St, Lower Liberty and Old Post rd. w. Met with Bancker construction regarding storage of Material at Caroline Ave
- Water Main Break on East Broadway
- Met alongside Mather Hospital and Building Department regarding recharge basin at Mather Hospital as well as the pedestrian signal at Bilhorn way. Mather agreed to put sidewalk in to allow pedestrians to access the hospital along the east side of Bilhorn way rather than cross the street and up into Hospital.
- Met alongside Building and Planning regarding Connifer 2 project.
- Vac Con cleaning of drains but temperatures have not been cooperative.
- Asphalt plants have not officially opened yet. Making material sporadically and repairing berms and potholes when material is available.
- Obtained quotes for traffic signal repairs for traffic signals that are village owned at North Country Rd and Columbia/edgewood ave, Belle Terre rd and and North country rd traffic loops and Belle Terre rd and Myrtle ave.
- Branch program begins April first- wood chips to be deposited for use at golf course.
- Maintenance of vehicles and mowing equipment for when spring arrives- trying to repair quad for Beach and rec staff- has electrical gremlin that is intermittent.
- Met alongside Mayor, clerk treasurer and parks foreman for coastal bluff stabilization initiative.
- Met alongside mayor, clerk and Andy Freleng with James Luciano president of Bid regarding parking and signage.

WORK SESSION-4424

Spring is coming and the Parks department is ramping up daily, continuing our spring cleanups throughout the village. Cleaning up areas like the Village Center Rocket ship park, tennis courts, just to name a few.

- JOE ERLAND SOFTBALL FIELD- SAFETY NETS WERE INSTALLED IN THE OUT FIELD TO PREVENT HOME RUN BALLS GOING OVER THE FENCE. SOFTBALL SEASON IS SCHEDULED TO START ON APRIL 15TH. WE WILL BE BUSY RIPPING UP THE INFIELD, TO MAKE A LEVEL PLAYING FIELD PAINTING THE OUTFIELD LINES, CLEANING UP AROUND THE BACKSTOP, PAINTING THE WOODEN FENCE.
- TENNIS COURTS- WINDSCREENS, AWNINGS WERE PUT UP, LIGHTS ARE SET NOW TO COME ON DAILY AT 7:00PM AND GO OFF AT 10:00PM, ALSO FRESHLY PAINTED PICKLE BALL LINES.
- HORSESHOE PITS AT THE VILLAGE CENTER WERE JUST REGRADING, NEW SAND WAS ALSO ADDED.
- GRADING THE PARKING LOT AT CENTENNIAL PARK TO REMOVE THE POTHOLES.
- WE ARE GETTING STARTED AT EAST BEACH BATH HOUSE CLEANING UP THE INTERIOR, PAINTING, NEW SWITCHES, SOME NEW OUTLETS, AND NEW OVER HEAD LIGHTS, ALSO ADDING NEW SECURITY LIGHTING TO THE OUTSIDE, ALSO REPLACING THE OLD ROTTED SIDING, PAINTING ETC.
- WEST BEACH BATH HOUSE WILL BE NEXT ON THE AGENDA, NEW COLOR PAINT FOR THE EXTERIOR, PAINT THE INTERIOR OF THE BATH HOUSE.
- REPAIRS FOR ROCKET SHIP PARK, RUBBER SURFACE REPAIRS, EQUIPMENT REPAIRS, PLEASE BE ADVISED THAT ONCE THESE REPAIRS BEGIN AND THE REPAIRS ARE COMPLETED, THE PARK WILL REMAIN CLOSED FOR ABOUT A WEEKS TIME. SORRY FOR ANY INCONVENIENCES.
- SPRING CLEANUPS HAVE BEGUN IN THESE AREAS-
VILLAGE HALL- WHITE WALL PAINTING, LEAF CLEANUP, WEEDING GARDEN BEDS.
HARBORFRONT PARK- WEEDING, LEAF CLEANUP
ROCKET SHIP PARK- LEAF CLEANUP, SHRUBS TRIMMED.



Incorporated
Village of Port Jefferson
Recreation Department

101-A East Broadway
Port Jefferson, NY 11777
(631) 802-2160

To: Mayor Sheprow & Board of Trustees

From: Renee Lemmerman, Director of Recreation & Village Center Manager

Date: March 2024

Re: Village Center/Recreation Department/Parks Report

Village Center REPORT

- Preparing Village Center for summer camp inspections-fire alarm, sprinkler system, fire extinguishers.
- Completing NYS Children Camp Facility & Staff Description application, Corporation Officers & partners application, Prospective Children's Camp Director Certified Statement application, Statewide Central register database check, Children's Camp Additional staff qualifications application. Updated summer camp safety plan for 2024.
- Organized First Aid/CPR staff recertification class for Village Center staff.
- Inspected AED machines for the Village Center and updated expired defibrillation pads with Hammer Medical Supply Company.
- New Art show installed on 2nd floor April 3-May 1st "75 years if the Wet Painting Studio Group."
- Annual PJ School Student Art Show-Featuring artworks from students from grades K-12. Exhibition through April 15th (Third Floor Gallery).
- New photo exhibit on the 3rd floor- Small Wooden Boats, "The Forgotten Work Horses & Leisure craft of old" Curated by Chris Ryon, Village Historian. April 15-May 31, 2024.
- In the month of March #7,230 people entered the Village Center.
- End of season meeting with RINX Company regarding the 2023/2024 ice skating season. Final revenue for the Village Center-\$109,918.76, update regarding aging Zamboni, R22 compressor conversion timeline and expense.
- Continue to process 2024 Outdoor Summer Farmers market applications.

- ALL Senior Club Programs (Wednesday & Thursday from 10-3pm) are free for Port Jefferson Village Residents & nonresidents. Free transportation provided by the Recreation Department (just PJ Village residents). Thank you to the Town of Brookhaven Community Development Block Grant.
- Met with Frank from Professional Retail Facilities Solutions regarding replacing windows (Sail Loft Room, Skip Jack Room, 2nd floor, leak in atrium on 2nd floor at the Village Center.
- Working with Fran, Graphic artist to design walking map add for the Village Center and LISEC.
- Coordinating painting projects at the Port Jefferson Village Center with village custodian.

RECREATION REPORT

- Working with Chief Owen/CODE Department regarding walkie talkies that the CODE Department is not using for our lifeguard beach manager and lifeguard staff (saving the village \$ from purchasing new walkie talkies).
- East Beach & West Beach open June 22, 2024, and close Monday, September 2nd. Lifeguard hours are Monday-Friday from 11-6pm and Saturday & Sunday from 10-6pm.
- Coordinated with Fran, Port Jefferson Village Graphic Artist, and East End Shirt Company a lifeguard clothing package order form. All lifeguards will now purchase their lifeguard clothing with East End Shirt Company for summer employment.
- Limited availability for Port Jefferson Youth Summer Camp starting July 1st. Residents should register now. (75 children registered as of 4/1/24). Hired assistant camp director, NYS Certified school teacher.
- Youth Discovery Camp available online. August 19-30, 2024.
- Summer adult softball league registration (now available on RecPro) at Joe Erland Field. Men's League begins April 15th on Monday/Wednesday/Thursday/Friday nights from 6-11pm and the women start May 7th on Tuesday nights from 11-6pm. Interested players/teams should email RLehmerman@portjeff.com.
- Hiring Open House Event at PJVC for tennis instructor positions, lifeguard positions & camp counselor positions-on March 16th from 1-4pm.
- Working with intern from SBU to further create/enhance our social media. New Tik Toc account. New rental commercial for VC on Instagram.
- Organized Harborside concert contracts, movies schedule and children show contracts with Faith Presents. Fran, graphic artist submitted 2024 summer concert & movie schedule for printing.

Parks Report

- Suffolk County Department of Health approved Port Jefferson Village beach permits- operate East & West Beach for 2024. Forwarded all permits to Parks Department to post on village property at beaches.
- Scheduled planning meeting for May 21st for the July 3rd Firework Show at East/West Beach with Mayor Sheprow, Scott Cooper, Director of Business Development for Grucci, PJFD, PJ EMS, Brookhaven Harbor master, CODE Department, Parks Department.
- Met with Parks Department regarding wind screens at the village tennis courts & discussed that we didn't need to purchase new windscreen since we had more than enough windscreens in storage for the village tennis courts.
- Working with Steve Gallagher, HWY Department regarding the beach quad for the upcoming season due to issues last summer or lease gator for both beaches.
- Additional pickleball nets will be available starting April 15th on the Village Tennis Courts. Purchased additional pickleball net.
- Inspected AED machines for Kip Lee Park/Village Tennis Courts and Joe Erland Field. Ordered pediatric defibrillation pads with Hammer Medical Supply Company.
- Inspected AED machines for East Beach & West Beach to make sure all defibrillation pads are updated.
- Hired 15 lifeguards for East Beach & West Beach. Organizing/collecting new hire/ re-hire paperwork from lifeguards & preparing for board meeting.

To: sp
Subject: FW: Board of Trustees Work Session Report

Inc. Village of Port Jefferson
Work Session Report to the Board of Trustees
Department of Building and Planning/Environmental Services

To: Village Clerk Sylvia Pirillo
Cc: Mayor Sheprow
Mary Pelton
From: Andy Freleng, Director
Date: 4/3/24

- Operating Programs:
 - Planning Board – 4/11/24 Regular Meeting
 - 1601-1607 Main Street (PJ Commons) - Continuation of Public Hearing of 2/15/24 – adjourned. Site Development Plan: Engineering concerns and architectural details being addressed, conditions for approval being outlined. Public hearing continuation on 3/14/24.
 - 1515 Main Street (Earth Dog Inc.) - Referred to ZBA re: PILOP. PILOP request from applicant is for 17 parking stalls. ZBA mtng. is 4/18/24.
 - 250 East Main Street (Agrino Holding LLC) – Conditional Use/Site Development Plan: building addition over existing for apartments.
 - 116 West Broadway Site Plan amendment (West Ferry Office, LLC) – addition of generator, heat pumps and condenser.
 - 1 North Country Road (Port Development, LLC) - amendment to Planning Board Resolution.
 - 107 Comsewogue Rd – Town of Brookhaven referral - request for comments re: 8 du's and 2 garage buildings.
 - Building and Planning.
 - Approximately 29 new Building Permit and Planning applications were received in the last 30 days.
 - Staff attended Continuing Education on Accusatory Documents 3/23/24.
 - Interactive land-use map program with Suffolk County Planning – Map amendments submitted to Suffolk County.
 - Second meeting with Port Jefferson Station Civic Assoc. Land Use Chair (4/3/23) re: possible joint letter to Town of Brookhaven and NYSDOT regarding supplemental Traffic Impact Analysis of proposed development of Station Plaza
 - Meeting with Catholic Health re: general infrastructural and building/planning
 - Rental Code Committee – Second meeting of committee 4/2/24. Reviewed Long Term Rental, Short Term Rental and Accessory Apartment regulations of various local municipalities. Drafting request to Village Attorney for Village Code amendments
 - Fee schedule (update); Collected data analysis and recommended fee schedule adjustments pending.
 - Codification of Pre-Application; draft Schematics complete; code language being developed: Referral to Village Attorney pending.
 - Proposed Bamboo Code referred to the Village Attorney.
 - Proposed Murel Code referred to the Village Attorney.

- Proposed Professional Office zoning district amendment to Conditional Use language Scrivenèr's error. Pending referral to Village Attorney
- Proposed sign code amendments. Pending draft of amendments
- Proposed Outdoor Dining code amendment - Pending draft of amendments.
- Northville Change of zone draft referred to the Planning and Zoning Board Attorney.
- Fire Marshal Unit
 - Annual Business Registration, Operating License, Apartment License, and Fire Prevention permit renewals ongoing.
- Zoning Board of Appeals Next regular Meeting - 4/18/24
 - 415-417 East Main Street; Mixed use apartment building area variances.
- Parking Committee
 - Department of Building and Planning memo delivered – Analysis of revenue impacts of Parking Committee recommendations on VPJ managed parking program – contributed to Mayor's constituent letter.
 - Met with the Parking Committee Chair at Mayor's office to describe the contents of the Department of Building and Planning revenue analysis letter .
 - The parking Committee is continuing to meet and is currently deliberating the Merchant and resident parking pass programs.
 - Parking Administration: targeted Parking Management season to begin April 15.
 - MTA Lot: Lease expired, on a month to month agreement for lot maintenance.
 - Danfords parking lot. The village agreement with Danfords expires 4/29/24. Recommend assessment of conditions and cost benefit analysis on future maintenance.
- Environmental Services
 - USGS Compound Flood Assessment - No action in this period related to the Planning Dept.
 - NYSDOS Climate Resiliency Plan C1001664 – Planning Dept. Received Comments from DOS, reviewed with Trustee and consultants. Plan Advisory Committee (PAC) meeting scheduled for 4/8/24.
 - NYSERDA – Clean Energy Communities – Creek Daylighting (in Bid process/PW Grosser) No action pending for Planning Dept.
 - NYS DEC – MS4 program (Brian McCaffrey) – No action pending for Planning Dept.

Work Session Report for April 10, 2024
Submitted by Village Clerk Sylvia Pirillo, RMC

Requested Resolutions for the April 10, 2024 VBOT Meeting

Resolution approving the minutes of the March 27, 2024 and April 10, 2024 meetings of the Board of Trustees of the Village of Port Jefferson.

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

- Kevin Collins
- Jillian Dexter
- Veronica McGarry
- John Mancuso
- Barbara Sabatino
- Louise Senesi
- Konstantin Shestakov, and
- Christine Van Riper

Resolution accepting with regret the resignation of Todd Garland from the Port Jefferson CCMAC (Country Club Management Advisory Council), effective April 1, 2024.

Resolution appointing Michael Lomelo to the Port Jefferson CCMAC (Country Club Management Advisory Council).

Resolution approving the hiring of part-time, seasonal employees at the Village of Port Jefferson Country Club per the attached Memorandum dated March 24, 2024 from Golf Pro Jake Anderson.

Resolution approving the removal of the flashing cautionary traffic signal at the intersection of Old Post Road West and Liberty Avenue, owing to the addition of a third stop sign at the three corners, at Liberty Avenue and Old Post Road West.

Resolution approving a five-year extension of the attached Intermunicipal Agreement between the Town of Brookhaven, the Village of Belle Terre, Village of Old Field, Village of Poquott and the Village of Port Jefferson regarding the Port Jefferson Harbor Commission, with the extension to be effective through May 15, 2029.

Resolution approving the attached Artist-in-Residence Memorandum of Understanding between the Village of Port Jefferson and Artist Dino Rinaldi, and authorizing Mayor Sheprow to sign the Memorandum of Understanding between the Village of Port Jefferson and Artist Dino Rinaldi.

Resolution scheduling a public hearing for 6:00 p.m. on May 29, 2024 at Port Jefferson Village Hall, 121 West Broadway, New York, 11777 regarding a proposed local law creating Chapter _____ (Bamboo Restrictions) of the Code of the Village of Port Jefferson.

Bids and RFP's

The RFP for the repair or replacement of roofs at specified Village locations was noticed in the April 4th edition of the paper, as well as on the NYS Contract Reporter website. Proposals are due no later than 3:00 p.m. on May 2nd. A mandatory walk-through is schedule for 2:00 p.m. on April 11th.

Election – June 18, 2024

A public notice regarding the Village Voter Registration Days will be published (in both English and Spanish) in the April 11th edition of the local official Village newspaper.

The candidates' package was posted to the Village website and is also available in hard copy at Village Hall.

Legal Notices

The public notice regarding the availability of the Final Assessment Roll was properly noticed in the local official newspaper.

The legal notice regarding the public hearing scheduled for April 24th concerning a proposed local law amending Chapter 25 (CCMAC) of the Village Code was published in the April 4th edition of the local official newspaper.

Local Laws

Local Law # 3, amending a portion of the Code pertaining to the Parks and Rec Advisory Council, was filed with the NYS DOS, confirmation of which was returned to the Village by the NYS DOS.

Local Law # 4, codifying the Budget and Finance Committee, was sent to the NYS DOS for filing on April 2nd.

court update: April 1, 2024

Court sessions: March 12th and 19th

Appearances in court: 37

Expected combined revenue from March's court sessions: \$3,678

Judgments approved in March: 141 parking tickets belonging to 80 defendants

Total revenue from March 1, 2024 – March 21, 2024*: \$13,651.25

We are excited to announce that we received news regarding our 2023-24 JCAP grant. This grant is offered to town and village courts throughout the state to help fund projects and equipment to make improvements in security, efficiency, safety, and appearance of the courts without putting the financial burden on the municipalities. This year, we were awarded one hundred percent of what we requested. We would like to extend our thanks and appreciation to Rita Dioguardi for her assistance in obtaining the estimates necessary for the application process this year. This includes paint and carpet for the courtroom, new blinds and drapes in the courtroom, and new blinds in the court office for a total of \$17,413.76. In recent years, we also received funding for the metal detector, an alarm system, chairs for the court dais, chairs in the court office, and more. We look forward to seeing the project completed in the upcoming months!

*Elizabeth is out of the office from March 23rd through April 3rd. Updated final revenue will be provided in next month's report.



Board of Trustees Meeting Minutes
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 Shepro at 6:03 p.m.

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

Mayor Shepro Present

Trustee Kassay Present

Trustee Loucks Present via remote participation

Trustee Biondo Present

Trustee Juliano Present

Pledge of Allegiance

Acknowledgement by Mayor Shepro of Appreciation and Gratitude

Port Jefferson Fire District

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 Sgt. Tesorero, 6th Pct. Community Support Unit

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

Motion made by: **Trustee Kassay** / Motion seconded by: **Trustee Juliano** /

All in favor, with none opposed.

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

Motion made by: **Trustee Juliano** / Motion seconded by: **Trustee Biondo** /

All in favor, with none opposed.

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

Motion made by: **Trustee Kassay** / Motion seconded by: **Trustee Biondo** /

All in favor, with none opposed.

Public to Address the Board of Trustees

Motion to enter into Executive Session

Motion to enter into Executive Session at 7:24 p.m. to discuss pending litigation and the specific performance of a particular employee.

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

Motion to close the March 27, 2024 Executive Session Meeting of the Board of Trustees at 8:51 p.m.

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

Action on Agenda items

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: **Trustee Biondo** / Motion seconded by: **Trustee Juliano** /
All in favor, with none 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: **Trustee Loucks** / Motion seconded by: **Trustee Biondo** /
All in favor, with none 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: **Trustee Loucks** / Motion seconded by: **Trustee Biondo** /
All in favor, with none 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:

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

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

All in favor, with none 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: **Trustee Kassay** / Motion seconded by: **Trustee Biondo** /
All in favor, with none 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: **Trustee Kassay** / Motion seconded by: **Trustee Juliano** /
All in favor, with none 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 local 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: **Trustee Biondo** / Motion seconded by: **Trustee Kassay** /
All in favor, with none 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: **Trustee Biondo** / Motion seconded by: **Trustee Juliano** /
All in favor, with none 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 as 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: **Trustee Kassay** / Motion seconded by: **Trustee Juliano** /
All in favor, with none 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: **Trustee Kassay** / Motion seconded by: **Trustee Loucks** /
All in favor, with none 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: **Trustee Juliano** / Motion seconded by: **Trustee Biondo** /
All in favor, with none 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: **Trustee Juliano** / Motion seconded by: **Trustee Kassay** /
All in favor, with none 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: **Trustee Biondo** / Motion seconded by: **Trustee Juliano** /
All in favor, with none 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: **Trustee Kassay** / Motion seconded by: **Trustee Juliano** /
All in favor, with none 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: **Trustee Kassay** / Motion seconded by: **Trustee Juliano** /
All in favor, with none 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: **Trustee Juliano** / Motion seconded by: **Trustee Kassay** /

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

Resolution # 39-32724

Whereas, the Village of Port Jefferson has determined that, for reasons of efficiency and economy, it shall abolish the Civil Service title of Municipal Parking Administrator and eliminate the title of Municipal Parking Administrator from the Village budget, and the employee currently in that title shall no longer be on the Village payroll effective April 30, 2024, and

Whereas, the Village policy provides that employees whose employment is terminated do not receive full payment for their accrued time; and

Whereas, due to the unique circumstances, the Village is amenable to paying the incumbent employee currently in the title of Municipal Parking Administrator accrued time,

Now, therefore, be it resolved that the employee currently in the title of Municipal Parking Administrator will receive payment for all accrued hours of sick time, all accrued hours of vacation time and all accrued hours of personal time, through April 30, 2024 paid at his current rate of pay.

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

Resolution # 40-32724

Resolution to close the March 27, 2024 meeting of the Board of Trustees at 9:20 p.m.

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



**Port Jefferson Country Club
Memorandum**

To: Mayor Sheprow and Board of Trustees

Re: Jake Anderson

Date: 3/24/2024

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			
New Hires			
Will Boyd	N/A	Outside Services	\$17.00/hr
Travis Bell	N/A	Outside Services	\$17.00/hr
Burt Cavallo	N/A	Starter/Ranger	\$17.00/hr
James Frankini	N/A	Starter/Ranger	\$17.00/hr

Thank you for the consideration, Jake Anderson

INTERMUNICIPAL AGREEMENT

THIS AGREEMENT (the "Agreement") made between the **TOWN OF BROOKHAVEN (the "TOWN")**, a municipal corporation of the State of New York, having its principal offices at One Independence Hill, Farmingville, NY 11738 and the **VILLAGE OF BELLE TERRE, VILLAGE OF OLD FIELD, VILLAGE OF POQUOTT** and the **VILLAGE OF PORT JEFFERSON (hereinafter the "VILLAGE PARTIES"**, all being municipal corporations located within the County of Suffolk, State of New York, hereinafter collectively referred to as the **"PARTIES"**,

WITNESSETH:

WHEREAS, the **VILLAGE PARTIES** herein are each separately authorized to regulate and restrict the speed and operation of vessels including the restriction and regulation of the anchoring and mooring of vessels in and upon any waters within or bordering their respective boundaries to a distance of fifteen hundred feet from the shore pursuant to the NYS Navigation Law, §46-a (1); and,

WHEREAS each of the **VILLAGE PARTIES** enacted a local law consistent with this Agreement herein and the Port Jefferson Harbor Complex Harbor Management Plan (hereinafter the "Plan"), exercising such powers; and,

WHEREAS, the **TOWN** is authorized to regulate and restrict the speed and operation of vessels including the restriction and regulation of the anchoring and mooring of vessels in and upon any waters within or bounding the Town to a distance of fifteen hundred feet from the shore, excluding waters within or bounding the shoreline of any village, to a distance of fifteen hundred feet from the shore, in accordance with Town Law §130 (17); and,

WHEREAS, the **TOWN** has enacted a local law consistent with this Agreement herein and the Plan, exercising such powers; and,

WHEREAS, as grantees/owners of all right title and interest in underwater lands, pursuant to the Dongan Patent of 1686, the Trustees of the Town of Brookhaven may control and restrict the use of Town owned underwater lands located throughout the Town, incorporated and unincorporated areas inclusive; and

WHEREAS, the **PARTIES** have cooperatively entered into a harbor management planning endeavor which has resulted in a plan for the surface water use of the body of water known generally as the Port Jefferson Harbor Complex (hereinafter the "Harbor Complex"), which consists of the surface water area shown and depicted on the Map titled "Port Jefferson Harbor Complex Surface Water Use Map," dated April 1999 and drawn at a scale of 1: 6000 (1" = 500'); and,

WHEREAS, the **PARTIES** have each separately adopted the final Harbor Management Plan for the Harbor Complex dated March 1999; and,

WHEREAS, the **PARTIES** recognize and acknowledge that regulation of the speed, operation, mooring, and anchoring of vessels on the surface waters of the Harbor Complex involve the separate jurisdictions of the five municipal parties hereto, which circumstance presents potential obstacles to, and difficulties in, the fair and efficient administration and enforcement of such vessel regulation; and,

WHEREAS, the **PARTIES**, in recognition of the mutually beneficial common goal of working together cooperatively in order to implement the Plan's objectives, goals and recommendations and to ensure a mechanism for continuing public participation in the process, entered into an Intermunicipal Agreement in order to establish the Port Jefferson Harbor Commission (hereinafter the "Commission"); and,

WHEREAS, the **PARTIES**, as authorized pursuant to the May, 1999 Intermunicipal Agreement subsequently extended the term of the IMA by executing an Extension of the Intermunicipal Agreement in May 2004, and in May 2010 for the respective five (5) year renewal periods; and

WHEREAS, based on the same terms and conditions of the 1999 Intermunicipal Agreement as set forth herein, the **PARTIES** are desirous of executing an Intermunicipal Agreement for the continued establishment of the Port Jefferson Harbor Commission ("Commission") and the implementation of the Harbor Management Plan for the Port Jefferson Harbor Complex for a five (5) year term, with two (2) additional five (5) year extension periods, and,

WHEREAS, municipal corporations in the State of New York, including the **PARTIES** herein, are authorized under General Municipal Law §119-o to enter into agreements for the performance among themselves or one for the other of their respective functions, powers and duties on a cooperative or contract basis.

NOW, THEREFORE, IN CONSIDERATION OF THE FOREGOING AND THE MUTUAL COVENANTS AND AGREEMENTS HEREIN CONTAINED, THE PARTIES AGREE, WARRANT AND COVENANT AS FOLLOWS:

PORT JEFFERSON HARBOR COMMISSION

1. That the Commission shall consist of one member from, and appointed by, each participating municipality.
2. That the Commission shall serve in an advisory capacity to the participating municipalities.
3. That the Commission shall meet at least once annually, may elect a chair and other officers from among its members, and may adopt its own bylaws and/or rules of procedure for its internal operation.
4. That the Commission shall be empowered and charged with the following responsibilities:
 - (a) to obtain public input and comment on matters relating to the management of the Harbor Complex by providing adequate opportunities for public participation in the Commission's studies, planning process and advisory function;
 - (b) to keep the public updated and informed on progress to implement the Plan;
 - (c) to recommend model statutes, rules, regulations and guidelines which implement the uses, management, protection, and stewardship of the Harbor Complex to the participating municipalities for their consideration and adoption;
 - (d) to track revenues generated by enforcement and fee producing activities within the Harbor Complex, prepare a proposed annual budget for the Commission which shall include provision for: the funding of harbor improvements; the enforcement of duly adopted laws and regulations; and the cost of the overall management of the Harbor Complex, and which budget shall be subject to the review and approval of the participating municipalities prior to adoption;
 - (e) to make recommendations to the respective municipalities for securing grants for Harbor Complex improvements; to assist in the preparation of the grant applications; and make recommendations for the disbursement of any grant monies for Harbor Complex improvement projects and programs received by any or all of the participating municipalities;
 - (f) to make recommendations to the respective participating municipalities regarding the employment of staff for the purpose of implementation of the Plan;
 - (g) to periodically review the Plan's objectives and the status of implementation thereof; and to recommend to the respective municipalities such revisions, modifications, amendments and/or updates to the Plan that are reasonably calculated to facilitate implementation of the Plan's objectives.

ADMINISTRATION of SURFACE WATER RULES and REGULATIONS

THE PARTIES FURTHER WARRANT, COVENANT AND AGREE AS FOLLOWS:

1. That their respective local laws regulating the use of surface waters and underwater lands of the Harbor Complex shall be administered and enforced by the **TOWN**, by and through its designated and/or appointed Harbor Master(s) or other similarly and appropriately qualified employee(s), who shall have authority to:
 - a. enforce the Port Jefferson Harbor Waterways Law,
 - b. administer and enforce the **PARTIES'** respective vessel regulation, surface water and underwater land use laws,
 - c. undertake such other duties and powers as may be conferred upon Harbor Masters or Bay Constables pursuant to the Criminal Procedure Law and any other applicable state statute, local law or ordinance, as the **TOWN** may deem appropriate.

2. That prior to amending their respective local laws and/or ordinances for the regulation of surface water uses and underwater lands within the Harbor Complex, each participating municipality shall provide a final draft thereof to the Commission at least fourteen (14) days prior to any contemplated enactment thereof, for its comment as to whether or not the proposed amendment is consistent with the Port Jefferson Waterways Local Law and the Plan, and for its recommendations thereon, in order to achieve consistency of such local law(s) and/or ordinances with the Port Jefferson Waterways Local Law and the Plan.

COLLECTION and USE OF FUNDS and REVENUES

THE PARTIES FURTHER WARRANT, COVENANT AND AGREE AS FOLLOWS:

1. That the **TOWN** shall, in lieu of a fiscal officer for the Commission, collect all funds, fees, revenues, and fines generated by the implementation of the Plan for the Harbor Complex, and provide an annual accounting of the monies collected to the Commission.

2. That the **TOWN** shall, in lieu of a fiscal officer, undertake the accounting and disbursement of all monies derived from the **TOWN'S** administration and enforcement of the applicable state, federal or local laws and/or regulations, and provide an annual fiscal report to the **VILLAGE PARTIES** and the Commission as heretofore established, as to all such monies.

3. That revenues derived from the administration of the Plan by way of: fines received for violations of local harbor laws, ordinances, rules, and regulations, fees generated from all moorings and transient anchorages in the Harbor Complex, and/or other fees received through implementation of the Plan for the Harbor Complex shall be used to reimburse

the **TOWN** for its costs associated with the implementation of the Plan, including but not limited to the issuance of mooring permits, operation and maintenance of the harbor patrol vessel and the employment of the Harbor Master or other designated employee(s) (as set forth hereinabove at paragraph 1 of the Administration of Surface Water Rules and regulations), the balance of which shall be used to further support and fund the implementation of the Plan.

4. That the **VILLAGE PARTIES** shall provide an annual accounting to the **TOWN** of any funds collected and/or directly received by said parties as a result of the implementation , of the Plan, for any violations of the provisions of the Local Law and/or any other applicable vessel regulation and/or surface water law, remitting an equivalent dollar . amount to the **TOWN**.
5. That after deducting all reimbursable costs to the **TOWN** as set forth hereinabove, the Commission shall prepare a budget based on the availability of remaining revenues, and subject to the approval and ratification by the respective parties' governing boards thereof, the Commission shall apply such monies for further implementation of the Plan.

THE PARTIES FURTHER WARRANT, COVENANT AND AGREE AS FOLLOWS:

TERM

1. **Term** - This agreement shall be for a (5) year period commencing on the 15th day of May, 2014 and terminating on the 15th day of May, 2019.
2. **Extension** - This agreement may be extended for two (2) five (5) year periods under such terms as mutually agreed upon by the **PARTIES**.

MISCELLANEOUS PROVISIONS

1. **Effectiveness** - This agreement shall take effect and be legally binding upon each municipal party upon its execution hereof. The failure of any **VILLAGE PARTY** to execute this Agreement shall not affect the validity of this Agreement in respect of the other participating municipalities.
2. **Withdrawal** - Withdrawal from this agreement may be made upon thirty (30) days written notice to the Commission and all other participating parties, in accordance with the NOTICE provision of this AGREEMENT. Withdrawal from this AGREEMENT by any **PARTY** shall not operate to automatically nullify or terminate this AGREEMENT, which shall continue in force and effect with respect to the other participating municipal **PARTIES**.
3. **Modification** - This AGREEMENT may only be modified in writing upon the duly authorized approval of each of the governing bodies of the **PARTIES**.
4. **Notices** - All NOTICES required to be given under this AGREEMENT shall be sent prepaid registered mail, return receipt requested, or as the **PARTIES** may later determine in writing, to the **PARTIES** at the following addresses:

Town of Brookhaven
One Independence Hill
Farmingville, NY 11738

Village of Belle Terre
One Cliff Road
Belle Terre, NY 11777

Village of Old Field
Box 2724
Setauket, NY 11733

Village of Poquott
45 Birchwood Avenue
Poquott, NY 11733

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

5 **Severability** – If any term or provision of this AGREEMENT or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this AGREEMENT or the application of such term or provision to persons or circumstances other than those to which it is held invalid or unenforceable, shall be unaffected thereby, and each term and provision of this AGREEMENT shall be valid and enforceable to the fullest extent permitted by law.

THE PARTIES agree that nothing in this Agreement shall be construed so as to interfere with or diminish any ownership, municipal powers, authority, or regulatory authority of any of the participating municipalities.

THE PARTIES agree and pledge to amicably address and resolve any potential problems and conflicts that could hinder or obstruct the timely implementation of the Plan to ensure the wise use, protection, and stewardship of the Harbor Complex for this and future generations.

IN WITNESS WHEREOF, the PARTIES hereto have set their hands and seals the date and year first above written.

TOWN OF BROOKHAVEN

By: Edward P. Romaine
Supervisor Edward P. Romaine

5-15-14
Date

VILLAGE OF BELLE TERRE

By: [Signature]
Mayor Ted Lucki

4-28-14
Date

VILLAGE OF OLD FIELD

By: Michael Levine
Mayor Michael Levine

5-13-14
Date

VILLAGE OF POQUOTT

By: [Signature]
Mayor Barbara Donovan

5/5/2014
Date

VILLAGE OF PORT JEFFERSON

By: [Signature]
Mayor Margot Garant

5/13/14
Date

STATE OF NEW YORK)

) ss.:

COUNTY OF SUFFOLK)

On May 15, 2014, before me, the undersigned, personally appeared **EDWARD P. ROMAINE**, to me known, who being by me duly sworn, did depose and say that he is the Supervisor of the Town of Brookhaven, the municipal corporation described herein, and which executed the foregoing Agreement, and that he signed his name thereto by direction of the Town Board of the Town of Brookhaven.

Christine Schroder
Notary Public

STATE OF NEW YORK)

) ss:

COUNTY OF SUFFOLK)

CHRISTINE J SCHRODER
Notary Public, State of New York
No. 016C6148966
Qualified in Suffolk County
Commission Expires July 03, 2014

On Apr 28 2014, before me, the undersigned, personally appeared **TED LUCKI**, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the attached 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.

LOUISE SMIT
Notary Public - State of New York
NO. 01SM6184458
Qualified in Suffolk County
My Commission Expires 4/7/16

Louise Smit
Notary Public

STATE OF NEW YORK)

) ss:

COUNTY OF SUFFOLK)

On May 13, 2014, before me, the undersigned, personally appeared **MICHAEL LEVINE**, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the attached 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.

Lynda A. Howell
Notary Public

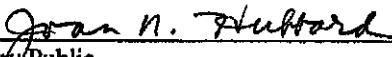
Lynda A. Howell
Notary Public, State of New York
Lic. #01HO4988278
Commission in Nassau & Suffolk County
Commission Expires, Nov. 4, 2017

STATE OF NEW YORK)

) ss:

COUNTY OF SUFFOLK)

On May 5, 2014, before me, the undersigned, personally appeared **BARBARA DONOVAN**, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the attached 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.



Notary Public

JOAN N. HUBBARD
Notary Public, State of New York
No. 01-4959165 Suffolk
Qualified in ~~Nassau~~ Suffolk County
Commission Expires Nov. 20, 12 2017

STATE OF NEW YORK)

) ss:

COUNTY OF SUFFOLK)

On 11-13, 2014, before me, the undersigned, personally appeared **MARGOT GARANT**, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the attached 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.



Notary Public

ROBERT J. JULIANO
Notary Public, State of New York
No. 01JU5067687
Qualified in Suffolk County 2014
Commission Expires October 21, 2014

TREASURER REPORT

April 10, 2024

RESOLUTIONS TO BE REQUESTED:

RESOLUTION authorizing Treasurer Gaffga to perform attached Budget Transfer 3 transferring appropriations to correct overbudget accounts within the General Fund, and requesting that Budget Transfer 3 be included as part of the formal meeting minutes of the March 27, 2024, Board of Trustees Meeting.

RESOLUTION authorizing Treasurer Gaffga to perform attached Budget Amendment 26 increasing revenue for the corresponding General Fund Revenue accounts by a total of \$ 244,664.00 and increasing appropriations for Line-Item A.9060.800 (Medical & Dental Benefits) in the amount of \$244,664.00 and requesting that Budget Amendment 26 be included as part of the formal meeting minutes of the March 27, 2024, Board of Trustees Meeting.

Potential additional resolutions-

Correction of Overbudget Country Club Expenditure accounts

Authorizing the use of ARPA Funds toward the repair and conversion of the Skating Rink condenser.

Awarding Bid Opening for Capital Asset RFP

UPDATES

Fiscal 2025 Budget

- Presentation of Tentative Budget

Requests for Proposals

- Capital Assets
 - o Bid was opened and currently reviewing responses.
- Capital Audit-
 - o The Capital Deep Dive audit is in process.
 - Have had several discussions with the Audit Lead and are compiling all available information for the auditors to review.
 - Progress has been made but there is not official timeline for completion yet.
- Village Rooves RFP
 - o Village will be preparing and going out to RFP this month for the various Village roof locations.

Fiscal 2023 Audit

- Received and distributed

Finance Committee

- Held the Second Finance and Budget Committee meeting.
 - Discussed room rental rates, Tentative Budget, and Fiscal 2023 Audit.

Vehicle Leasing Program

- Have moved forward with new F-350 and F-250.
- Have added a new John Deere Gator toward the equipment lease as the current quad is over 15 years old and failing.

Grants/ Capital (No major changes this month)

- ARPA
 - The Village must obligate the remaining ARPA funds for various Village Capital Infrastructure projects suggested uses are below.
 - Village Roofs
 - Village Capital Infrastructure, ie Village Center retaining and slate walls
 - Rocketship Park walkways
- NYS- CHIPS
 - No more available monies for this year. Awaiting Fiscal 2025 appropriations to determine future projects.
- Suffolk County Downtown Revitalization Round 19- Harborfront Park
 - The Village received the CDBG Grant monies from the Town.
 - Contract with County should be sent back soon, and reimbursement process can begin.
- The Empire State Development Grant for Station Street Project
 - We need more backup paperwork from the contractors to comply with MWBE regulations tied to the Grant. This is in process.
- FEMA- Recharge Basin
 - Village is closer to moving forward with proposals and adjusting the timeline for completion.
- FEMA- East Beach Bluff
 - The project is in process and going through various Agency reviews. Anticipate further clarification in early April.
 - Village is also looking at additional mitigation methods and reviewing steps that could be taken to help relieve the stress on the Bluff.
- DASNY- Emergency Command Center
 - Working with DASNY to get the reimbursement process moving since it has stalled at the State level.
- Suffolk County- Jumpstart Mill Creek Restoration
 - Received a punch list from Suffolk County on outstanding items that they are awaiting from the Village.
 - Will work with appropriate consultant parties to get this project moving forward.
- NYS- Climate Resiliency
 - First payment request was finally accepted after a revision.

- Will update once monies have been sent to the Village.
- DASNY- Tooker House
 - The Village is still working on updated appraisal numbers.
 - The Village is also working on new restoration numbers to clarify the reimbursable portion of the Grant.
- Suffolk County- Downtown Revitalization Round 15- Tennis Court Bathrooms
 - Reimbursement request is in the hands of the County Comptroller and a check should be sent to the Village soon.
 - Will update the Board once we have received reimbursement (\$49,000.00)
- Suffolk County- Downtown Revitalization Round 20- Endura blend Crosswalks
 - There needs to be clarification on several items before a contract can be issued.
 - This is in process.