



**Work Session Meeting of the Board of Trustees
Village Hall – 121 West Broadway, Port Jefferson, NY, 11777
June 12, 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

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

Village Treasurer Stephen Gaffga

Village Attorney David Moran

Village Board Discussion Points

Busking request for pilot program per proposal dated May 10, 2024

Parking Committee recommendations per letter dated May 23, 2024

Election Committee recommendations per Task Force Report received
February 27, 2024

Maggio proposal per email dated May 31, 2024 from Managing Member
Stanley Lomangino

Executive Session to discuss a contract negotiation and the specific
performance of a particular employee

Motion to close the June 12, 2024 Work Session Meeting of the Board of
Trustees at _____ p.m.

**Code Enforcement Bureau Report
June 2024**

Events –

- Past – Elementary School Walk/Run – May 17 – No incidents or issues to report; parking ran smoothly
- Mather Hospital Walk/Run – May 19 – no incidents or issues to report; assisted by SCPD
- Library park dedication – May 31 – no incidents or issues to report

Incident report recap (month of May 2024)

- Total - 51
 - o Assist aided; noise complaints; assist other agencies (SCPD, EMS)

Summons recap (month of May 2024)

- Total written - 589
 - o Majority written for: overtime parking – meter (219); uninspected vehicle (152), overtime parking – street (63), parking without a permit (67); 36 total warnings issued
- Location – East Main Street – 48; Salt Meadow Lot – 141; Traders Cove -50; Mariners Lot (Gap Lot) – 104
- Be advised that metered parking is in effect throughout the village
- Be aware of timed parking on W. Broadway, Main St. and East Main St.

ALPR survey (month of May 2024)

- 136 passes through Arden resident lot
- PJ-3 in service 55 times
- 67 summonses written for parking w/o a permit
- 23 out of 37 employees LPR trained (62%)

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

- 23 (10 – open container; 10 – trespassing (on jetty); 1 – urinating in public; 1 – public intox.; 1 - littering); - warnings

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

PJCC June 1 Update

- The bunker renovation is completed, great feedback from the members. The bunker irrigation is also completed.
- The building of the new championship 10th tee is fully completed including irrigation.
- We are awaiting bids from irrigation companies to lower our well app. 10 feet deeper in the aquifer. We have received 2 out of the 3 required bids.
- Final PO was issued 6-3-24 for the new John Deere equipment. Hopefully, expecting to see the new equipment within the next 5-7 days.
- We have brought on Adam Rubin as an independent contractor to help get the new PJCC website populated and online. The public side is completed, there may be one or two minor tweaks and then we will move on to the private side.
- BOG bylaws. After meeting with the Board president and reviewing the bylaws another re-write has been done. Once the president approves they will be forwarded to the mayor, Trustees for approval and the entire board.
- We have finished all the current projects on the golf course and will be doing daily maintenance only until we get past the club championship in mid September. The feedback from the membership has been outstanding.
- The club has re-established the Handicap and Grievance Committees with a board member as chairperson and volunteers from the membership. The next committee to be formulated will be finance committee, again a board member will be the chairperson and we will have volunteers from the membership
- Budgeted revenue for the 6-1-23 to 5-31-24 season was \$2,904,882. Lightspeed revenue reports as of 5-31-24 shows \$3,459,174.05 in total revenues. Unaudited but shows revenues more than the approved 2023-2024 budget of app \$544,292.
- We are forming a steering committee for the property north of Fairway Drive to look at the sports complex once Phase 2 of the bluff have been completed. This will be a volunteer committee and will be posted with other volunteer com Village of Port Jefferson website. We will be formulating a plan for the entire area east and west of the club house. All are welcome.
- TPG management has replaced all the facility managers at Waterview/Turn. They are in the process of hiring a full time club manager.
- TPG has permitted the replacement of all 6 rooftop AC units. All of the units were delivered on 6-4-24. They were all hoisted onto the roof and old units removed. All units are now fully operational
- We have sold 24 resident 9 holes six packs and 6 resident 18 hole sixpacks to date.

- Membership is continuing to re-sign. We currently have 94 resignations, 4 out on medical leave and 91 new members. Total Memberships as of 5-31-24, 531 memberships and a total of 575 players.

Sylvia Pirillo

From: Steve Gallagher
Sent: Tuesday, June 4, 2024 5:57 AM
To: Mary Pelton; Sylvia Pirillo
Subject: report

- 52 Old Homestead drainage repair complete in right of way by DF Stone
- Metered parking Village Hall outbuilding inventoried and straightened up
- 2-hour parking at Harbor square mall installed
- 2-hour parking Mill Creek installed
- Mill creek rd at castaways paved by property owner from grease trap installation
- Mather Walk for Hope walk assist with cones
- New laborer for DPW started 5/23
- Drainage sinkhole Longfellow La- excavated found deteriorated pipe reinstalled new pipe backfilled and paved
- Sign survey completed for East Main St, Main St, Arden Pl, East and West Broadway
- East Main St and Arden place brick repair sidewalk and Handicap ramp
- Gap Lot crack sealing ongoing
- Traders cove no parking in front of ZPITA dumpster enclosure painted and striped
- Traders cove Dumpster issues. dumping and grease on ground. Met with Winters Brothers and Mahoney's Grease removal
- National Grid Gas Main replacement on Main St uptown to begin June
- SCWA water Main replacement Old Post Rd west, Lower Liberty Robbins, Ave A, Jones ST, Williams ST as well as Reeves Rd and Nicholas ST complete awaiting restoration

Steven Gallagher
DPW Superintendent
88 North Country Rd
Port Jefferson NY 11777
631-473-4733

WORK SESSION-6324

- ROCKET SHIP PARK REPAIRS ARE COMPLETED—WE ALSO INSTALLED THE CLIMB ROPE ON THE SPINNER.
- BEACHES ARE OPENING ON 6/22/24, NEW ROPES ARE DONE, NEW CHAIN FOR THE ANCHORS, BEACH CLEANUP STARTING NEXT WEEK TO REMOVE THE DEAD SEA GRASS, BUSHES AT WEST BEACH ARE THE LIST TO TRIM, LIFEGUARD STANDS WILL BE PAINTED, VOLLY BALL NETS WILL BE UP. BEFORE BEACH OPENS, BEACH SIGNS INSTALLED HANDICAP MATS WILL BE IN PLACE
- PLANTED A FEW PLANTERS AT EAST BEACH.
- THE WALL AT THE VILLAGE CENTER WAS TRIMMED UP
- DAILY MAINTENANCE CONTINUES, TRASH, MOWING, BALLFIELD PREPERATION, WEEDING, WATERING HANGING BASKETS/ BARRELS
- STARTED TO POWER WASH THE BID DISTRICT, STARTED BY BLINKING LIGHT WORKING SOUTH ON MAIN STREET.
- POWER WASHED THE WALL ON HIGH LANDS BLVD.
- IRRIGATION REPAIRS AT THE VILLAGE HALL
- PLANTINGS FOR THE VILLAGE HALL ARE ARRIVING SOON.
- SUMMER SCHEDULE SIGN IS UP ON VILLAGE HALL PROPERTY.



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: May 2024

Re: **Village Center/Recreation Department/Parks Report**

Village Center REPORT

- Completed national background & local checks (NY State Division of Criminal Justice Services, Sex Offender Registry) on all summer camp staff and village center staff for 2024 summer camp.
- Attended Children's Camp Director Update conference call held by Suffolk County Department of Health Services camp director's updates and health & safety concerns.
- June 15th organized First Aid/CPR staff recertification class at the Village Center for camp counselors and lifeguards.
- Scheduled Direct First Aid to replenish and inspect East/West Beach First Aid boxes, Village Center first aid box, Joe Erland Field first aid box.
- In the month of May #7,180 people entered the Village Center.
- 2024 Outdoor Farmers Market will rotate from the HFP (good weather) to VC (rain/cold weather).
- Jani King Cleaning-contacted supervisor regarding revised cleaning contract for 2024/2025.
- Town of Brookhaven Community Block grant awarded to our senior club program-\$15,000.
- Held on-site interviews for assistant tennis instructor positions & camp counselor positions.
- Organized day/night managers month schedule.
- Coordinate requests from Chandlery (renters) regarding plumbing/AC issues.
- Meeting with Explorium staff regarding Maker Faire event (room layout, staffing, Wi-Fi, trash removal) on June 8th.

RECREATION REPORT

- Lifeguard mandatory beach training on June 19th. Beaches opens on June 22nd.
- Port Jefferson Youth Summer Camp (added new days) Tuesday/Thursday only 9-4pm starting July 2st.
- Attended May 1st Park & Recreation committee meeting. Asked the board to take inventory of all signage at our parks & recreation facilities.
- Organized and coordinated all new hire and re-hire paperwork for 2024 lifeguards & camp counselors. The Recreation Department hired all Port Jefferson village residents.
- Starting to organize fall/winter programs.
- Partnered with Beehive patchworks to start an adult sewing class.
- Staff (Sharon Philbrick) completed Lifeguard/waterfront/CPR recertifications and Water Safety Instructor recertification classes.
- Continue to monitor camp paperwork, medical forms and manage enrollment.
- Camp counselor orientation meeting, Saturday, June 22, 2024.
- Camp Directors meeting June 19th.
- Coordinated all concerts (band bio's) for social media posts.
- Attended village communication meetings.

Parks Report

- Scheduled planning meeting for June 10th regarding 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.
- Sharon-Beach Manager cleaned- East Beach & West Beach shed and lifeguard house (vacuumed, reinstalled flags to poles, updated all signage).
- Scheduled dive survey and installation of beach ropes for Wednesday, June 19, 2024.

Sylvia Pirillo

From: Sylvia Pirillo
Sent: Thursday, June 6, 2024 2:57 PM
To: Sylvia Pirillo
Subject: June Work Session Report

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

- Operating Programs:
 - Planning Board - 6/13/24 Regular Meeting
 - 224 East Main Street (Asling Inc.) - Public Hearing on Conditional Use/Site Plan to add performing Arts Studio to C/O.
 - 1515 Main Street (Earth Dog) – Public Hearing Pet daycare
 - 116 West Broadway Site Plan amendment (West Ferry Office, LLC) - Update addition of generator, heat pumps and condenser.
 - 100 Oakland Avenue (Brookhaven Oakland LLC) - Proposed installation of solar panels on roof of existing commercial building.
 - 111 west Broadway (Saghar/Curry Club Restaurant) – Site plan amendment, proposed renovations to existing restaurant with patio and covered areas.
 - Building and Planning.
 - Approximately 15 new Building Permit and Planning applications were received in the last 30 days. This does not include approximately 50 FOILS received.
 - Interactive land-use map program with Suffolk County Planning – Map amendments ongoing with Suffolk County... Update meeting TBA
 - Rental Code Committee – 5th meeting of committee 5/21/24. Reviewed Long Term Rental, Sort Term Rental, Bed & Breakfast, and Accessory Apartment regulations of various local municipalities. 3rd draft of letter request to Village Attorney for Village Code amendments being finalized. Next meeting 6/11/24
 - Fee schedule (update); Collected data analysis and recommended fee schedule adjustments ongoing.
 - Codification of Pre-Application; draft Schematics complete; code language being developed: Referral to Village Attorney pending.
 - Proposed Bamboo Code - Board of Trustees Public Hearing scheduled 5/29/24.
 - Proposed Murel Code – Pending Board of Trustees Public Hearing.
 - Sign Code Committee – Public work session kick off meeting date 6/6/24.
 - Proposed Professional Office (PO) zoning district amendment for Conditional Use- pending. Language - Scrivener's error. Pending referral to Village Attorney.
 - Proposed Outdoor Dining code amendment - Pending draft of amendments and rereferral to Village Attorney.
 - Northville Change of zone – Board of Trustee Public Hearing Scheduled 5/29/24.
 - Attended Suffolk County Village Officials Association mtng. 4/17/24.
 - Initiating Comprehensive Master Plan - update
 - Attended public meeting on PJCC bluff erosion

- Fire Marshal Unit
 - Annual Business Registration, Operating License, Apartment License, and Fire Prevention permit renewals ongoing.
 - Operational program review ongoing

- Zoning Board of Appeals Next regular Meeting - 6/27/24
 - No applications submitted at this time.

- Parking Committee
 - The parking Committee is continuing to meet and has made recommendations on the street parking time restrictions on Arden, Broadway (East and West), Main Street and East Main Street.
 - Parking Administration - Managed Parking Operation season open. Analysis of parking time restriction recommendations by PC, preparing for implementation. Code revisions under review for amendment.
 - MTA Lot: Parking behavior analysis ongoing - destination origin observations ongoing.

- Environmental Services
 - NYSDOS Climate Resiliency Plan C1001664 – Planning Dept. Received Comments from DOS, reviewed with Trustee and consultants. Public Meeting targeted for June 20
 - USGS Compound Flood Assessment - No action in this period related to the Planning Dept.
 - 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. at this time.
 - Attended 5/28 public meeting on Port Jefferson Country Club – Bluff erosion

- Economic Development
 - Initiating Village of Port Jefferson Economic Development information package

Work Session Report for June 12, 2024
Submitted by Village Clerk Sylvia Pirillo, RMC

Requested Resolutions for the June 12, 2024 VBOT Work Session Meeting

Resolution ratifying the re-hiring of Joshua Joyner as a part-time, seasonal Laborer at the Port Jefferson Country Club at an hourly wage rate of \$ 18.00 per hour effective June 4, 2024.

Motion made by: ____ Motion seconded by: ____ All in Favor: ____ All Opposed: ____

Resolution approving the hiring of Dennis Maud as a part-time, seasonal Laborer at the Port Jefferson Country Club at an hourly wage rate of \$ 18.00 per hour effective June 6, 2024.

Motion made by: ____ Motion seconded by: ____ All in Favor: ____ All Opposed: ____

Resolution ratifying the re-hiring of Stephen Bayer as a part-time, seasonal Laborer at the Port Jefferson Country Club at an hourly wage rate of \$ 18.50 per hour effective May 30, 2024.

Motion made by: ____ Motion seconded by: ____ All in Favor: ____ All Opposed: ____

Resolution ratifying the hiring of Carolyn Wolf as a part-time, seasonal Inside [Pro Shop] Staff employee at the Port Jefferson County Club at an hourly wage rate of \$ 17.00 per hour effective May 30, 2024.

Motion made by: ____ Motion seconded by: ____ All in Favor: ____ All Opposed: ____

Requested Resolutions for the June 26, 2024 VBOT Agenda Meeting

Resolution approving the minutes of the May 29, 2024 and June 12, 2024 meetings of the Board of Trustees of the Village of Port Jefferson.

Resolution approving the attached Agreement between the Village of Port Jefferson and the Port Jefferson Harbor Education & Arts Conservancy, Inc. and authorizing Mayor Sheprow to execute the Agreement between the Village of Port Jefferson and the Port Jefferson Harbor Education & Arts Conservancy, Inc on behalf of the Village of Port Jefferson.

Resolution approving a payment of \$ 75.00 to Sandra Ramos-Connor for the provision of translation services related to a required election legal notice.

Resolution accepting the letter of resignation submitted by Constable Matthew Clennan from the Port Jefferson Code Enforcement Bureau effective May 31, 2024.

Resolution accepting the letter of resignation submitted by Margaret ("Maggie") Loschiavo as a Recreation Aide in the Village Center effective June 12, 2024.

Resolution accepting the letter of retirement submitted by Deputy Chief John Borrero from the Port Jefferson Code Enforcement Bureau effective May 27, 2024.

Resolution approving the Event Application submitted by Christina Erland in conjunction with 17 homeowners on Corie Court to hold a Block Party on Corie Court from 11:00 a.m. through 11:00 p.m. on August 3, 2024.

Resolution amending Resolution # 12-22824 regarding the Planning of the proposed Six-Acre Park to include the title of Director of Building, Planning and Environmental Services as a signing authority as required by the New York State Office of Parks, Recreation and Historic Preservation.

Bids and RFP's

The Janitorial Services RFP will be published in the newspaper on the 13th, and will appear in the NYS Contract Reporter that same day.

Election – June 18, 2024

There are two open positions, both for Trustee.

Three candidates are running for the two open positions.

The candidates are: Marie Parziale (Together Towards Tomorrow), Kyle Hill (Action Party) and Xena S. Ugrinsky (New Energy Party).

The Village Center is the polling place.

The polls will be open from 6:00 a.m. through 9:00 p.m.

Informational

Library Director Jenny Bloom is scheduled to present an update at the VBOT June 26th Agenda Meeting.

Coastal Steward has offered a free beach clean-up of Centennial Park, to take place in July.

Legal Notices

The legal notice for the Change of Zone public hearing on June 26th was published in the June 13th edition of the newspaper and is available on the official Village website.

The legal notice for the public hearing regarding a proposed local law amending Chapter 213 (Stormwater Management) of the Code of the Village of Port Jefferson was published in the June 13th edition of the newspaper and is available on the official Village website.

Local Laws

Local Law # 6 of 2024 (re the "Bamboo Code") was relayed to the NYSDOS on June 3, 2024.

Board Discussion Reminders

Busking request for pilot program

Parking Committee recommendations per letter dated May 23, 2024

Election Committee recommendations

Maggio proposal

Court Update: June 5, 2024

Court sessions: May 14th and 28th

Appearances in court: 27

Expected combined revenue from May court sessions: \$4,625

Judgments approved in May: 101 parking tickets belonging to 66 defendants

Total revenue from May 2024: \$18587.50

Judges Reilly and Higgins have complied with their requirement pursuant to the Uniform Justice Court Act Section 2019-a and notified Mayor Sheprow that the Village Court's records for the 2023-2024 fiscal year are available to be presented for an annual audit.

All Court staff have begun a new continuing education program regarding cybersecurity. This training is required by the Unified Court System for both clerks and judges. New segments of the program are emailed to us monthly to complete.

The 2023-2024 JCAP project is underway. Paint colors and a carpet have been selected and both contractors are willing to work weekends to minimize any disturbance to the surrounding offices. Please pardon the appearance of the courtroom during the remodel.



INCORPORATED VILLAGE OF PORT JEFFERSON

Lauren Sheprow
Mayor

RESOLUTION

Sylvia Pirillo, RMC
Clerk

RESOLVED, that the Village of Port Jefferson applied for financial assistance from the New York State Office of Parks, Recreation and Historic Preservation ("OPRHP") under Title 9 of the Environmental Protection Act of 1993, for the purpose of funding the Six-Acre Park Planning Grant;

RESOLVED, that the Village of Port Jefferson is authorized and directed to accept these grant funds in an amount not to exceed \$ 200,000.00 for the project described in the grant application;

RESOLVED, that the Village of Port Jefferson is authorized and directed to agree to the terms and conditions of the State of New York Contract for Grants ("Contract") with OPRHP for such Six-Acre Park Planning Grant;

RESOLVED, that the Village of Port Jefferson is authorized and directed to agree to the terms and conditions of any required deed of easement granted to OPRHP that affects title to real property owned by the municipality and improved by the grant funds, which may be a duly recorded public access covenant, conservation easement, and/or preservation covenant; and

RESOLVED, that the governing body of the municipality delegates signing authority to execute the Contract and any amendments thereto, any required deed of easement, and any other certifications to the individual(s) who hold(s) the following elected or appointed municipal office(s) or employment position title(s): Mayor, Village Attorney, Village Clerk, and/or Village Treasurer.

*Director of
Building, Planning
and Environmental
Services*

CERTIFIED TRUE COPY

I, Sylvia Pirillo, Village Clerk of the Village of Port Jefferson, hereby certify that the foregoing is a full, true, and accurate copy of a resolution duly and regularly adopted by the governing body of the municipality, at a meeting duly and regularly held on February 28, 2024, at which quorum was present throughout, and the required majority of the governing body voted in favor of this resolution. I further certify that this resolution is still in full force and effect and has not been revoked or modified.

Dated: 2/29/2024

Sylvia Pirillo

Signature

Village Clerk Sylvia Pirillo, RMC

Seal of the Village of Port Jefferson

Sylvia Pirillo

From: tom.vicale@coastalsteward.org
Sent: Sunday, June 2, 2024 9:07 PM
To: Sylvia Pirillo
Subject: Centennial Park Beach Cleanup

Sylvia,

As a way to show our appreciation to Port Jefferson Village for their many years of support, Coastal Steward would like to offer to help, for free, in this year's beach cleanup of Centennial Park. We can organize the event on a day suitable to the village and send flyers out to our base of volunteers. If you've already organized this event, we can just join in your efforts on that day. In the past, we have generally held this event in July. Either way, please let me know if this would be possible. In addition to having supplies for picking up small pieces of trash and debris, we have a 26-foot marine landing craft and 4-wheel drive vehicle at our disposal to remove tonnage that might not have been able to be removed otherwise.

Regards,

Tom Vicale

VP/Dir. Communications

Coastal Steward LI

516-848-7844

TREASURER REPORT

June 12, 2024

RESOLUTIONS TO BE REQUESTED:

Resolutions to amend General Fund and Port Jefferson Country Club Budgets- to correct Fiscal Year 2024 overbudget accounts.

This is an ongoing analysis could potentially be pushed until July 2024.

UPDATES

Fiscal 2025 Budget

- Budget is open and Fiscal 2024 is still able to be accessed for prior year purchases.

Village Fund Balance

- Treasurers office noticed discrepancies in Fund Balance for all three major funds; General, PJCC, and Capital.
 - Due to auditing adjustments made in prior fiscal years.
 - Related to Encumbrances and Fund Balance
 - Edmunds Accounting Software was not set up correctly to properly record Encumbrance and Reserve for Encumbrance on Balance Sheet.
 - Encumbrance balances have not changed (other than Audit Adjustments) since Edmunds rolled previous software balances over.
 - This resulted in decreases in Fund Balances of \$ 389,583 in General Fund, \$ 296,297 in PJCC Fund, and \$ 228,135 in Capital Fund.
 - Solution- Treasurers office worked with Edmunds to set up Encumbrances correctly and now works as it should.
 - Will not be a problem going forward.
- Treasurer's office notices and additional discrepancy relating to Fund Balance and Tax Sale
 - Additional Edmunds software error relating to bad setup.
 - Village conducted a tax sale in 2021 for all outstanding taxes prior to Fiscal Year 2021.
 - Village was made whole in revenue at that point.
 - When a Tax sale is redeemed that money is held in a Fund Balance Line and Paid out to the Lien holder from same line.
 - The Payout was being recorded correctly but the redemption (initial payment on lien) was being recorded as revenue.
 - The Resulting correction will lower Fund Balance Revenues by \$ 115,627.

- The Resulting 5/31 Fund Balances (as of 06/05/24) are as follows:
 - General Fund: \$1,392,761
 - PJ Country Club: \$ (385,346)
 - Capital Fund: \$ (2,610,342)

Requests for Proposals

- Capital Assets
 - Purchase Order was created and contract is being finalized.
- Capital Audit-
 - The Capital Deep Dive audit is in process.
 - Expectation is that report could be finished within a month
- Village Rooves RFP
 - Job was awarded and is awaiting finalized contract.
- Rocketship Park Sidewalks
 - Plan is to use ARPA funds for this project.
 - RFP was created and will be vetted once all responses are received.
- Village is drafting RFP for yearly Independent Audit Services.

Finance Committee

- Held the Third Finance and Budget Committee meeting.
 - Discussed room rental rates.
 - Framework is in place
 - 3- Tiers is being discussed.
 - 1. Resident, 2. Non-resident, 3. Village Partner
 - Structure room rates based on sq footage and amenities
 - Ensure residents are receiving appropriate benefit

Grants/ Capital

- ARPA
 - Annual Report Submitted
 - Following Projects are in process and/ or discussion.
 - Village Roofs
 - Skating Rink Cooling System Repair
 - RFP for Sidewalks
- NYS- CHIPS
 - 2025 Budget was set. Once approved projects are complete Village can submit for reimbursement.
- 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 has submitted a minor scope change to DSHES and requested an extension through Aug 31, 2024.
 - FEMA/ DSHES requested additional documentation and is reviewing before allowing Village to move ahead with project.
- FEMA- East Beach Bluff
 - The project is in process and going through various Agency reviews.
 - An extension was granted to fulfill additional information requests from FEMA/ DSHES
 - A vibrant townhall was held for residents to voice their concerns. A lot of great feedback was received.
- 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.
 - Work is underway to address County concerns.
- NYS- Climate Resiliency
 - First Payment Requisition reimbursement was received.
- DASNY- Tooker House
 - The Village received updated appraisal numbers.
 - This will be sent along with any corresponding paperwork to DASNY to continue to move the project forward.
 - 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
 - Village received the awarded grant amount of \$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.
 - Village is working to amend this grant award for a different material to be used because Endura blend is not common and there are nearly no vendors in tri-state area that work with it and would travel to Port Jefferson.



To whom it may concern within the Port Jefferson Village Government;

The retail community of the Port Jefferson Retailers Association would love to see and hear street musicians throughout the village on weekends. We feel that the arts are a vital element that our village needs more of. It would not only create a draw to visit our village and help commerce throughout but it would also promote local artists and give a positive image to our community while also increasing our village's residential and commercial real estate values. These street musical performances would give local artists an outlet to showcase their talents while creating a harmonious environment that would create a positive draw for our village. We understand that existing code prohibits street performances, panhandling, and busking. However, we request that the village considers adding code that would permit these musicians, but only with proper permit applications issued by the village at specific designated spaces and times. Locations for, scheduling of musicians, permits for, insurance & liability for musicians and suggestions for a vetting process of musicians are in detail below.

Attached are images of village owned properties along with key locations for musicians throughout our village. This would be a great place to start this initiative since these are village owned properties with sufficient setbacks to allow for pedestrian foot traffic, strollers and be ADA compliant. No entrances or exits would be blocked allowing any emergency services to pass if needed.

Permits for acts would be issued by the village. The permit could be a small fee of \$20 which would be good for the season. The permit must be displayed next to the artist while they are performing for their hour. The permit application would require the performer to sign off on a 'hold harmless' agreement releasing the village of any unforeseen damages or liabilities. If this is the incorrect way to proceed with this, or if anything else, legally, is required to make this happen, we will work with the Village to make this possible.

To entice musicians with talent we feel that the village should allow the collection of tips/donations by each performer, during their designated time slot. It will make it worthwhile for them and hopefully it would entice them to perform in the village more often. Code would have to specify that the collection of tips for an artist's performance is legal with permit for the designated time that they perform. The issued permit for performing must be displayed next to their tip jar/guitar case etc.

Scheduling of musicians would be done by a newly formed committee. Musicians would perform on Saturday and Sundays from noon to 4pm, each musician would be permitted a one hour time slot. Each musician must have their village issued permit to perform for their assigned time slot. The next act following them would have the first 5 minutes of the hour to set up and begin to perform.

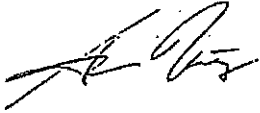
Musicians would also be vetted by this newly formed committee to ensure that they are talented and appropriate for performance in public. Musicians would abide by sound ordinances, refrain from any vulgar language, not endanger the public, or damage property. A code of conduct for performers would be provided to them specifying what they can and can't do along with the penalty of their permit being revoked if they fail to comply with the policies provided to them.

This music throughout the village initiative could, and should, be overseen and regulated by our local code enforcement. Our code enforcement can check every hour that performers have their permits to perform during their regular rounds.

Please let us know your thoughts for helping us create and allow this (musical addition) to occur throughout our village. Over the years the village has had street musicians and the response has been positive from both business owners and the community. In the past 25 years we have had street performances with the Dickens Festival. We have also had musicians in the past couple of years perform during the Ice Festival as well as the Harvest Festival.

Incorporating live music throughout the village will have a positive effect by creating a safe, friendly and welcoming environment. Attached is a short article and a study backing the positive effects of live music in communities. By incorporating live music, we believe our village would be a unique destination to visit and live. We feel this is something that can set Port Jefferson apart from other villages in not only New York, but the country.

Thank you,
Steven Muñoz
Founder of the Port Jefferson Retailers Association

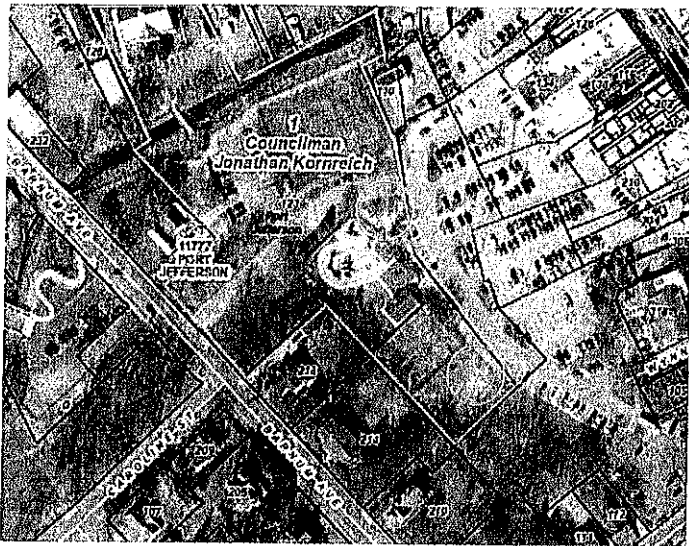


Port Jefferson Retailers Association
Port Jefferson NY 11777
631-258-3196

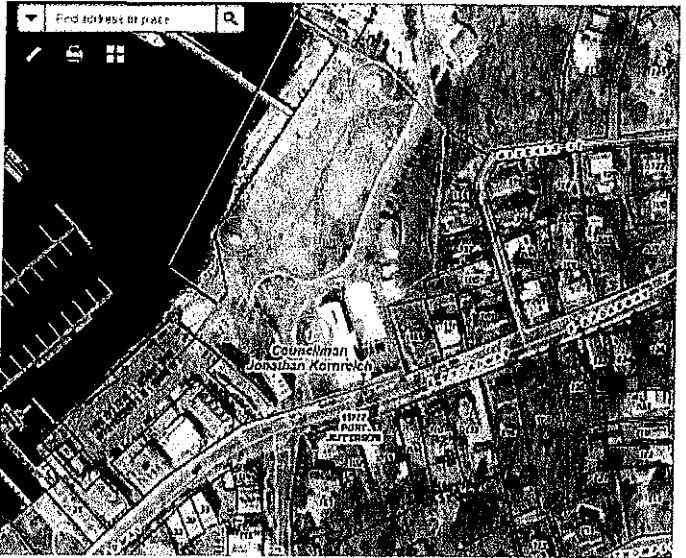
Social Media @portjeffretail
Portjeffretailers.com
email: portjeffretail@gmail.com

Public Areas In Port Jefferson Village For Musical Performances

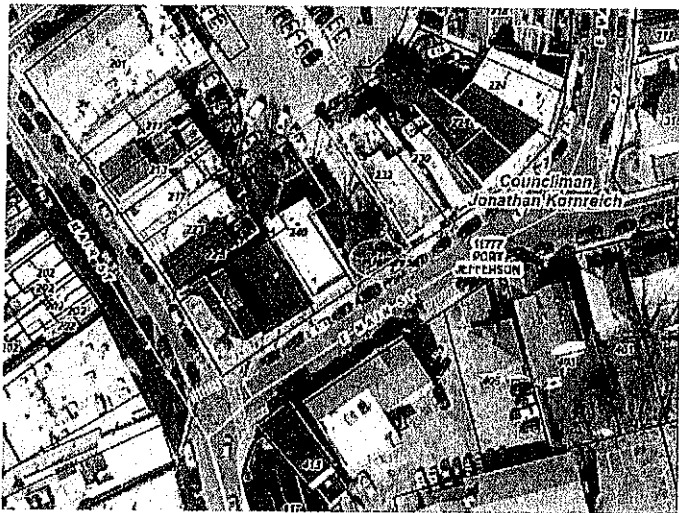
Rocketship Park



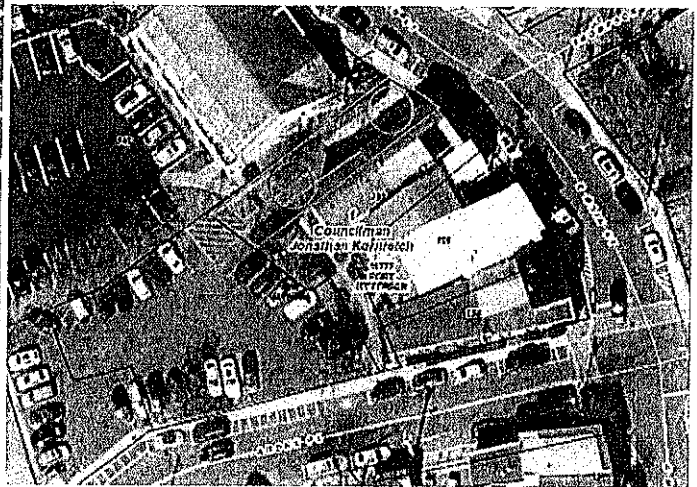
Harborfront Park



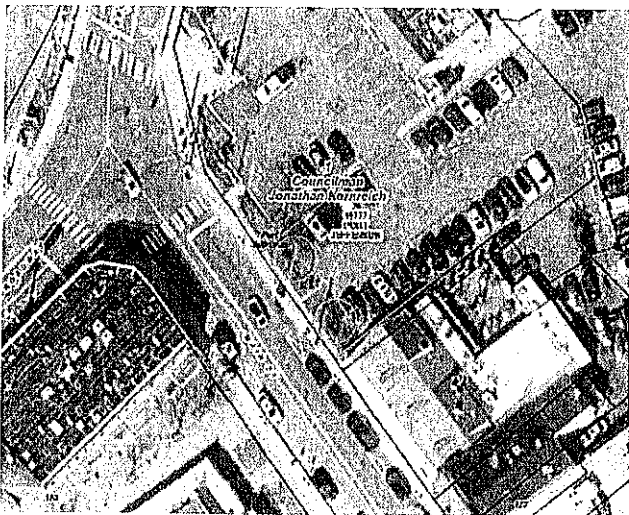
Pocket Park



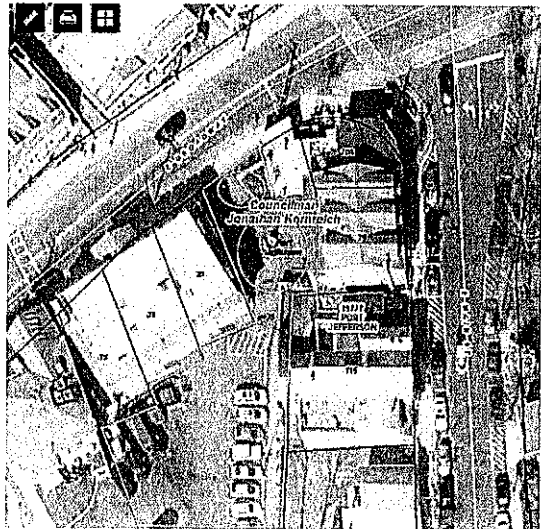
Village Resident Parking Lot Walkway to East Main Street



Village Parking Lot Across from Chandler Square



Founders Park





May 23, 2024

Mayor Sheprow,
Deputy Mayor Kassay,
Trustee Juliano,
Trustee Loucks,
Trustee Biondo,

On behalf of the parking committee, we would like to submit the following recommendations to the board of trustees regarding managed parking operations.

- 1) Homogenizing language for timed parking signage on Main Street, East Main Street, Broadway, and Arden as follows:
 - 1) Main Street - 1 Hour Parking 8am - 8pm
(With one exception to read Except Sundays by Infant Jesus Church)
 - 2) East Main Street - 2 Hour Parking 8am - 8pm Except Sundays
 - 3) Broadway (From Barnum to East Main Street) - 2 Hour Parking 8am - 8pm
 - 4) Arden (From Main Street To Traders Cove Entrance)
15 Minute Parking 8am - 8pm
 - 5) Arden (Remainder of street) 1 Hour Parking 8am - 8pm
- 2) Replacing signage for all handicapped parking stalls that have ramp access hashing to read (2 Hour Parking). Our recommendation is to install a blue magnetic sign pole at each location.

3) Create a seasonal parking pass for Belle Terre Residents that can be utilized in the parking lots at a fee of 100.00 per pass to encourage the patronage of village shops and restaurants. These passes should be of hang tag style, and not the digital license plate version. These passes are to be utilized for the parking lots only, and not for village beaches.

4) We have deliberated the possibility of creating a non resident pass, and have decided that it is not in the best interest of the managed parking program to have such a pass at this time.

5) We are requesting that there be dedicated enforcement agents by foot during managed parking times to enforce parking regulations and also be trained to assist patrons needing help paying for parking, whether it be by meter or by phone.

6) We are requesting the removal of space numbers in the parking lots to eliminate confusion for patrons. We previously were a pay by space village, now that we are a pay by plate village they should be blacked out.

7) At the request of Code, and we agree, to repaint the numbers on the curb for Main Street, East Main Street, Arden, and Broadway to assist in enforcing street parking times.

8) We are recommending for safety purposes that the parking space in front of Billie's be removed. It is difficult to see pedestrians in the cross walk when there is a vehicle parked in that space.

9) We are requesting replacement of the 12 Physical Meters that are still in operation. This season, in particular, have proved to be difficult to use, non reliable, and software updates are near impossible to complete. The BID has set aside funds to contribute to this capital improvement project in the amount of 23,000. In addition we would like the village to look into having a lighted weather covering to identify where the pay stations are at night, and to protect from the elements. The BID has set aside an additional 12,000 as a contribution to that portion of the project as well.

We are happy to discuss any of these recommendations more in depth at your request. Additionally, we welcome any specific concerns regarding parking that you may have, that we can deliberate and try and find solutions for.

James Luciano
Chairman
Port Jefferson Parking Committee

ELECTION TASK-FORCE REPORT

for

THE VILLAGE of PORT JEFFERSON

CONTENTS

Executive Summary	2
Should There Be Term Limits for Mayor and Trustees	3
Should Terms Be Extended from Two to Four Years	5
Should Election Date Be Changed from June to March	7
Should Number of Trustees Be Increased from Four to Six	9

EXECUTIVE SUMMARY

In June 2023, the prior Board of Trustees established a resident-led task force to evaluate and provide recommendations on three election-related issues. The fourth question evolved out of our discussions, and the Task Force unanimously decided to include it.

1. Should There Be Term Limits for Mayor/Trustees
2. Should Terms Be Extended from Two to Four Years
3. Should Election Date Be Changed from June to March
4. Should Number of Trustees Be Increased from Four to Six

The purpose of the report is to provide a baseline from which the Village Board can evaluate potential changes regarding Elections and Terms, based upon the evolving needs of the Village. It provides our background research, evaluation criteria and our rationale for each recommendation. The Task Force is fully aware that the implementation of any changes to the current system would require voter approval.

To arrive at our recommendations, we researched best practices and collected data on the approaches taken by other villages of approximately the same size. In some cases, members reached out to the different Villages directly for further details. Those results were discussed among the group, and recommendations were made where consensus could be reached. The Task Force was self-managed, without a Village liaison.

The Task Force consisted of nine members: Art Epp, Kyle Hill, Jessie-Lynn Kemp, Michael Mart, Kathleen McLane, Barbara Ransome, Jennifer Sigler, Ryan Walker and Xena Ugrinsky. We broke out into four teams, each of which researched one of the four questions and, after consultation with the entire Task Force, each team wrote the report for their specific question.

RECOMMENDATIONS

1. Term Limits

No Term Limits for Trustees; a Term Limit of eight years for Mayors.

2. Term Length

Keep the current two-year terms for both Mayor and Trustees.

3. Election Date

Keep the elections in June.

4. Number of Trustees

The Task Force did not reach a consensus on whether to increase the number of Trustees from four to six.

1. Should There Be Term Limits for Mayor and Trustees

BACKGROUND

A Term Limit is a legal restriction that limits the number of terms an officeholder may serve in a particular elected office. There currently are no Term Limits in place for the Port Jefferson Village Mayor or Trustees.

The Village of Lawrence (population approximately 6,800) in Nassau County has addressed Term Limits at least twice in the past decade. In 2014, Lawrence enacted a limit of eight consecutive years served for its Village Trustees. Lawrence notably reported that after eight consecutive years, a board member could run again after a break in their service as a Trustee. In 2020, Lawrence Village changed the Term Limit for its Mayor to four full two-year terms (the same as its Trustees). Previously, the Term Limit had been three two-year terms for the Mayor.

Although many other examples could be provided (including local municipalities Belle Terre, Old Field, and Patchogue, which do not utilize Term Limits), the example of Lawrence demonstrates that Term Limits in an Incorporated Village may be an ongoing issue addressed multiple times over a decade, and that the limits put in place for a Mayor or Trustee may not necessarily be identical. Our focus here is primarily to discuss the underlying reasons for considering Term Limits in the Village, at this time.

PROS AND CONS

This list of prospective benefits and drawbacks for enacting Term Limits in the Village was derived from Task Force group discussions, published articles on municipalities, and academic papers. On a national level, the concept of Term Limits for elected officials is quite popular among voters. Once enacted, however, Term Limits are seldom experienced as purely beneficial. Our findings include the items below.

The Pros

1. A Term Limit can create a system of predictable vacancies, allowing potential candidates to plan a run, knowing that an opportunity is upcoming. When someone has to step down due to a Term Limit, prospective contenders may have years of advanced notice.
2. Term Limits will give the municipality opportunities to develop new leadership.
3. Term Limits will help avoid “the stagnant-pond effect,” as new officials’ fresh ideas are likened to fresh water entering the “pond of public discourse.”
4. Term Limits influence elected officials to efficiently execute the agendas for which they were elected before their time runs out.
5. Term Limits guarantee that no elected official with unilateral powers (a Governor, for example) can concentrate those powers/capabilities to indefinitely retain their position.
6. Nationwide, incumbents (both competent and incompetent) are overwhelmingly re-elected. Term Limits counteract this trend by limiting “the power of incumbency.”

The Cons

1. A Term Limit effectively takes the privilege of deciding if an elected official should stay or go away from the voter. In effect, the voter is disempowered when a Term Limit is exercised.
2. A Term Limit may automatically force an effective, experienced official to leave the office he/she holds. The replacement may not be as capable or qualified.

3. An elected official serving in his/her last term, as mandated by a Term Limit, may take on a “lame-duck status” thereby becoming less effective.
4. Term Limits may act as disincentives for elected officials who need to invest substantial amounts of personal time to gain expertise on pivotal matters. Why go to school on an issue when a Term Limit will curtail the amount of time you have to address it?
5. “Term Limits have not appreciably increased the racial or gender diversity of elected officials, nor have they had any effect on the type of people who seek election to office. Surveys of elected officials indicate that those who are Term Limited pay less attention to their geographic constituencies and more to statewide matters—perhaps because Term Limits force officials to anticipate running for higher office more quickly.”¹
6. “And they (Term Limits) have been found to cause what scholars call a ‘Burkean shift,’ where members care less about the interests of their constituents and more about their own personally held beliefs when they know their electoral fates aren’t dependent on the voters any longer they defer more to their personal stances.”²
7. “Outside the U.S., research shows that local elected officials eligible for reelection engage in less corruption than those who are Term Limited. A panel of 48 democratic countries over nearly two decades found that the size of government expanded more rapidly in countries with one-term Limits than those that limit officials to two terms. The common thread in each of these studies is the impact of the electoral connection; when officials need voters to keep them in power, they work to keep them happy; when they don’t, shirking can follow.”³

References:

1. Patrick J. Egan, Ph.D., “Term Limits for Municipal Elected Officials: Executive and Legislative Branches.” Prepared for the New York City Charter Revision Commission, June 2010.

Patrick Egan is currently Associate Professor of Politics and Public Policy, NYU Wilf Family Department of Politics.

2. Casey Burgat, Ph.D., “NY Term Limits Could Have Unintended Consequences.” Commentary, The Brookings Institution, February 3, 2022.

Casey Burgat is currently Assistant Professor and Program Director of the Legislative Affairs Program – George Washington University’s Graduate School of Political Management.

3. *Ibid.*

RECOMMENDATIONS

No Term Limits for Trustees

The consensus of the Election Task Force is to not impose any Term Limits on the position of Village Trustee. The possible negative, unintended consequences of Term-Limiting Village Trustees far outweigh any perceived benefit. It should be noted that much of the empirical scholarship/inquiry regarding Term-Limited officials, to date, has focused mostly on state legislators.

Term Limit of Eight Years for Mayor

Since the power of the Mayor’s office can be more impactful than that of Trustee, we recommend limiting Port Jefferson’s Mayor to a total of eight years of service, whether that be four two-year terms (our recommendation) or two four-year terms, consecutive or interrupted. A Term Limit placed upon a Mayor’s public service can potentially maintain a healthy balance between change and the status quo. Allocating Port Jefferson’s Mayor a maximum of eight years in office may be deemed to be both fair and reasonable. A Mayor, after serving eight years, may then choose to run for Trustee, thereby retaining influence and a vote on matters concerning the Village. The fact that a Mayor may choose to continue participation in a different capacity, as a Board Member, may help avoid any of the negative consequences of being Term Limited, because, under this specific circumstance, the votes of Village residents will, ultimately, still matter.

2. Should Terms Be Extended from Two to Four Years

BACKGROUND

The Election Task Force has been charged with making a recommendation to the Board of Trustees regarding term lengths for Trustees and the Mayor. Currently, each office's term is two years. The Task Force considered maintaining the current term length or extending the terms to four years. Terms longer than four years were not considered.

Legislative Term Lengths

The following offices have term lengths of two years: US House of Representatives, NYS Senate, NYS Assembly, Suffolk County Legislature, NYC Council.

According to [Ballotpedia](#), representatives in only five states (Alabama, Louisiana, Maryland, Mississippi, and North Dakota) have four-year terms for state legislators. Representatives in 44 states have two-year terms. Senators in only 12 states serve two-year terms. Thirty States have four-year terms for State Senators. The remaining states have a more complicated system for their State Senate. No state has terms for State Legislators beyond four years. Brookhaven Town Council has four-year terms.

Mayoral Term Lengths

The National League of Cities reports that in a 2006 survey of municipalities, the most common Mayoral term length is four years. Note these are cities, not villages.

Length of Term	Percentage Reporting
1 Year	14%
2 Years	35%
3 Years	6%
4 Years	45%

According to the New York State [Local Government Handbook](#), unless otherwise provided by local law or charter, the Mayor is elected for a two-year term.

Villages in Suffolk County with terms other than two-years.

Village	Mayor	Trustee	Village	Mayor	Trustee
Amityville	4 years	4 years	Lake Grove	4 years	4 years
Babylon	4 years	4 Years	Patchogue	4 years	4 years
Lindenhurst	4 years	4 years	Lloyd Harbor	4 years	4 years
Belle Terre	4 years	3 years	Islandia	4 years	4 years
Ocean Beach	4 years	4 years	West Hampton	4 years	4 years

PROS AND CONS OF TERM LENGTHS

While there is limited research on the best practices for term lengths for municipal elected offices, there has been extensive writing on the costs and benefits of the term lengths of the U.S. Congress. The U.S. Senate term lasts six years while the term in the House of Representatives is two years. Founding fathers like James Madison argued that longer terms would create stability and provide an effective check on the more democratic House. Alexander Hamilton suggested that Senators should serve for life. Others, like Roger Sherman, preferred four-year terms, arguing that frequent elections “preserve the good behavior of rulers.” It is important to note that, when the country was founded, Senators were elected by state legislatures, not by direct vote from the people they represented. ([US Senate: About the Senate & the U.S. Constitution | Term Length](#))

The House, however, was designed to be more responsive to the public. Madison stated that the House should “[have] an immediate dependence on, and intimate sympathy with, the people.” This has made the House receptive to innovative ideas and priorities. ([History of the House | house.gov](#)) Should the village accept the recommendation from the Task Force, and increase the term of the Mayor to four years, we would experience the benefits of both philosophies.

RECOMMENDATION

The consensus and recommendation of the Task Force is that term lengths should remain at the current two-year terms for both the Mayor and Trustees. We feel that in conjunction with not recommending Term Limits for Trustees it is most appropriate to follow the sentiments of Roger Sherman and maintain shorter terms with the hopes to “preserve the good behavior of rulers.” The Task Force also urges that any future Board of Trustees defer any question of term lengths to village residents in the form of a village referendum.

3. Should Election Date Be Changed from June to March

BACKGROUND

NY State Law on Election Dates

Specific election dates for incorporated villages can vary and are determined by the village's charter or local laws. Per New York State Law, Section 15-104. General Village Elections 1.a.

"The general village election is to be held on the third Tuesday in March, except in villages that have changed the date to the third Tuesday in June (Election Law, § 15-104[a]) or to a date other than the March or June dates (*id.*, § 15-4[1][b]). A change in the month of the General Village Election must be approved by the electors of the village (Village Law, § 9-912[e]). The Village Board of Trustees, on its own motion, may submit for voter approval a proposition to change the month of the village election and in any event must submit such a proposition upon petition by the requisite number of Village Electors (*id.*, — 9-912[1]).

Suffolk County Village Elections

Incorporated villages in New York State do *not* have a standardized election month. In Suffolk County, approximately:

- 19 villages hold elections in June
- 9 hold elections in March
- 1 holds elections in May

While most villages opt for March or June, other months may be designated. Some choose an election date that aligns with other local, state or federal elections to maximize voter turnout.

The Village of Dering Harbor, in the Township of Shelter Island, hoped to boost turnout when they held a referendum to move their elections to May, specifically the Friday before Memorial Day, when a majority of their population is in residence.

The jury is still out, however, on whether this change increased turnout because the first year they tried it was in 2020, during the height of the pandemic. According to Village Clerk Vickie Shields, the 2020 results did show a slight uptick in the number of voters, so they remain hopeful.

EVALUATION CRITERIA to DETERMINE BEST MONTH for a VILLAGE ELECTION

Weather

- Choose a month with relatively stable weather. Extreme conditions could create electrical outages and transportation nightmares, discouraging voter turnout
- Consider the seasonal habits of your constituents. A large community of "snowbirds" may decrease winter turnout.

Community Engagement

- Avoid scheduling the election during major local events, festivals, or holidays
- Consider school schedules and vacation periods

Logistical Factors

- Make sure there is enough time to plan and organize the election properly
- Consider availability of election officials, polling stations, and resources

- Aligning with other elections could allow for the sharing of personnel, maximize voter participation and minimize costs, especially if there's an opportunity to piggyback on primary voting machines

Political Landscape

- Be aware of any regional/national elections that may coincide with the village's election
- National races could steal focus from local issues and candidates

PROS AND CONS: MARCH VS. JUNE

March

Pros

- It's early in the year, less likely to be other elections to divert attention
- Electronic election machines more likely to be available

Cons

- Weather still cold and unpredictable, could discourage door-to-door campaigning and voter turnout
- The Village has a substantial number of "snowbirds." They could vote absentee, but can't attend "meet and greets," debates, or have face time with candidates
- Many schools take Spring break in March, which could negatively impact turnout

June

Pros

- The weather is milder and more amenable to campaigning and outdoor candidate events
- Nicer weather equals a higher turnout
- Increased daylight affords more time to campaign

Cons

- June events, like weddings, proms, and graduations could distract and decrease turnout
- End of school means the start of summer vacations, which could negatively impact turnout
- NY Primaries occur in June, making electronic election machines less likely to be available

RECOMMENDATION

The unanimous consensus of the Election Task Force, concerning when to hold elections in the Village Port Jefferson, is to keep them in June.

In addition to the positives mentioned previously, regarding the nicer weather and longer days increasing turnout, Port Jefferson has a tradition of swearing in the Mayor and Trustees amid the Village's Fourth of July celebration. The inaugural ceremony occurs outdoors, on the steps of Village Hall, after the parade and before the Fire Department's open house party.

4. Should Number of Trustees Be Increased from Four to Six

Currently, a Mayor and four Trustees comprise the complement of elected officials of the legislative body of the Village of Port Jefferson. While the Task Force was asked to evaluate and provide recommendations on three election-related issues, this question evolved out of our discussions, and we unanimously decided to include it.

BACKGROUND

NYS Law Chapter 64 Village Law Section 3 *Officers and Election* speaks to this topic. Per §3-301 Village officers. Every village shall have the following officers:

1. Mayor
2. Four Trustees, except that the Board of Trustees of a Village may change the number of Trustees, as authorized by section 3-304 of this article
3. Treasurer
4. Clerk

Links:

Chapter 64 NYS Village Law Article 3: <https://www.nysenate.gov/legislation/laws/VIL/A3>

§3-304: <https://www.nysenate.gov/legislation/laws/VIL/3-30four>

A village may increase or decrease the number of Trustees following a resolution by the Board of Trustees and subject to a *permissive referendum*, by which registered voters decide the fate of the resolution by majority. Under Chapter 64 NYS Village Law Article 9, the resolution may be presented to the electorate with (§9-902) or without (§9-908) a petition.

Links:

Chapter 64 NYS Village Law Article 9: <https://www.nysenate.gov/legislation/laws/VIL/A9>

§9-902: <https://www.nysenate.gov/legislation/laws/VIL/9-90two>

§9-908: <https://www.nysenate.gov/legislation/laws/VIL/9-90eight>

Absent defined requirements for the number of Trustees for a given municipality, the majority of Villages on Long Island elect a Mayor and four Trustees. Among these Villages are, Babylon, Lindenhurst, Amityville, Bellport, East Hampton, Westhampton Beach, Northport, Greenport, and Hampton Bays. However, the Villages of Patchogue and Bayville on Long Island and Tarrytown, Sleepy Hollow, Pelham, Lake Success, Oswego and Walden, from other parts of New York State, are among those with a Mayor and six Trustees.

Towns/cities with substantially higher populations throughout the state tend to elect a Mayor/Supervisor and six council members (*e.g.*, Towns of Southold, Brookhaven, Oyster Bay, Glen Cove, Scarsdale, White Plains, New Rochelle), though the Towns of East Hampton, Sag Harbor, Mount Kisco, Huntington, Southampton and Riverhead have four elected council members.

PROS AND CONS

Pros

1. An increase in the number of Trustees might bring more diversity to the Board and provide feedback and communication from residents who may feel underrepresented and/or overlooked, including younger candidates.
2. A corollary to the above might be that greater numbers bring a wider range of expertise within the Board, which may translate to more comprehensive and informed deliberations and decision making.
3. A consensus decision made by a larger Board consisting of six Trustees would carry more legitimacy than one made by four.
4. Having more Trustees could lessen the scheduling burden Trustees may experience by having to attend so many Board meetings, Committee meetings, etc. For a small community of less than 10,000, we have a disproportionate number of large issues to contend with (a power plant, deep harbor and beaches, to name a few.) Therefore, we may have more challenges than other villages of a similar size. The addition of two Trustees may prove helpful in managing these concerns.

Cons

1. Recent election history has resulted in several uncontested Trustee races. The addition of two extra Trustee positions may result in still more uncontested races, or worse, a lack of candidates to fill the positions.
2. The addition of two more Trustees may make reaching a full consensus on critical decisions more difficult, resulting in the Board's majority taking over decision making.
3. Historically, there have been some Trustees who have voluntarily taken on many liaison roles, while others had little-to-no committee assignments. The Task Force agreed that the role of a liaison can be fulfilled by someone other than a Trustee. The Village Parking Committee is an example of a committee that does not have a Trustee liaison.
4. The Board and the electorate would also have to consider the additional expense, in annual stipends and benefits, that the addition of two more Trustees would incur.

FURTHER CONSIDERATIONS

Trustee Liaisons

Regarding the issue of a Trustee's liaison role, there was wide agreement among Task Force members that the liaison responsibilities (namely, exchanging pertinent information between Committees/Boards and the Board of Trustees) could be effectively and, often, better accomplished by someone other than a Trustee. That individual's role need only be recognized and approved by the BOT. In fact, per Chapter 31 Departments of the Code of the Village of Port Jefferson, only four Trustee liaison positions are even required:

1. Public Works
2. Buildings
3. Finance
4. Public Safety

While the Code does provide for the option to create additional commissionerships, in practice, Village Trustees serve as liaisons for several other Village Boards and Committees.

The Task Force is not presuming the Board of Trustees is currently overloaded with responsibilities, but the question remains whether or not the amount of their duties and commitments warrants the addition of two more positions. That said, we do wish to support the appointment of qualified (knowledgeable and experienced) non-Trustee liaisons, whether or not the Board chooses to increase its numbers.

Coalition Governing

The concern with coalition governing was another topic of discussion, but the Task Force was unable to come to a consensus on whether or not the issue would be alleviated by the addition of two more Trustees. Under the current four-Trustee framework, a coalition between two of them and the Mayor can consistently control decision-making, particularly if their terms are not staggered.

Under the six-Trustee model, a coalition would require at least three Trustees and the Mayor. The Task Force could not agree on which scenario would make the forming of a coalition more likely, but we did agree that strict coalition governing was not in the best interests of the Village.

Uncontested Trustee Elections

As to the issue of uncontested Trustee elections, it remains to be seen if the recently revived Civic Association and the current administration's proactive efforts to recruit volunteers and encourage more civic involvement will negate this concern.

RECOMMENDATION

The question of whether or not the Village should increase the number of Trustee positions was the one that generated the liveliest conversations among the Task Force, with convincing arguments made on both sides. However, no consensus was reached. If more interest from the community results in back-to-back years of contested elections for each Trustee seat, it may be worth revisiting this question.

Sylvia Pirillo

From: Stanley Lomangino <slomangino@mesliny.com>
Sent: Friday, May 31, 2024 2:13 PM
To: Mayor Lauren Sheprow
Cc: Sylvia Pirillo; Stanley Lomangino; Michael Doloroso
Subject: RE: [EXTERNAL]Port Jeff

Lauren and Sylvia,

Great seeing you the other night. Again, anyway we can help, please let me know!

To recap our suggestions:

Garbage collection for the residents will remain 2 times per week and the residents can put their recyclables out with their garbage, they can put it out with their first pickup of the week or the second pickup of the week, totally up to the resident.

As far as the bulk pickups, we can continue to do them every Wednesday but going forward we are going to ask the residents to call our office to schedule the bulk pick up and that service will be provided at no charge.

Making the above changes for the entire Village will allow us to reduce rates by 10%. Thank you!

Any questions, please let me know.


MANAGING MEMBER

STANLEY LOMANGINO


Managing Member | Maggio Environmental

slomangino@mesliny.com

+1 631-696-6300

<https://www.maggioenvironmental.com/>

88 Old Dock Rd Yaphank NY 11980

 @maggioenvironmental

 Stanley Lomangino

From: Mayor Lauren Sheprow <mayorsheprow@portjeff.com>

Sent: Friday, March 22, 2024 8:07 PM

To: Stanley Lomangino <slomangino@mesliny.com>

Cc: spirillo@portjeff.com

Subject: [EXTERNAL]Port Jeff