

**VILLAGE OF SHOREHAM
BOX 389
SHOREHAM, NEW YORK 11786**

REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE INCORPORATED VILLAGE OF SHOREHAM HELD IN THE VILLAGE HALL, WOODVILLE ROAD, SHOREHAM, NY ON SEPTEMBER 13, 2016 AT 7:30 O’CLOCK PM.

PRESENT:

Edward Weiss	MAYOR
Brian C. Vail	DEPUTY MAYOR
Leonard Emma	TRUSTEE
Sherry Neff	TRUSTEE
Cathy Donahue-Spier*	CLERK/TREASURER

*--Remotely via speakerphone

ABSENT:

Rosie Connell	TRUSTEE
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Commissioners present: John Scrimenti, Larry Kogel, J. Weiss, J. Falco, S. Walker, M. Oberdorf

Residents: D. Madigan, N Baggett, A.M. Emma, L. Maddalena, B. Laurencot, J. Buyer, B. Kullen, S. Filosa, J. Blum

OPEN MEETING

Mayor Weiss opened the Regular Meeting at 7:30 PM.

Pledge of Allegiance

READ AND APPROVE MINUTES

Weiss-Neff 4-0

OPEN FORUM

Joann Blum requested a fence behind her house based upon concerns re: the Rails to Trails. Mayor Weiss said that Sarah Anker had advised him that it would likely be 5 years for rail to trails open.

Dave Madigan—In the upper field 3 commemorative structures are present: 3 Locust Trees growing off the bluff are obscuring the view of them and asked if they could be topped. He also asked if the punch list of post-road paving leftover items has been done. Commissioner Kogel indicated in the affirmative, but Madigan commented that curb cut has not been put for resident Kurtz and the paving contractor had not sealed the blacktop at end of Thompson St.

7th Precinct— Community Liaison Officer Frank Raspanti introduced himself. No recent crimes reported in the Village. He introduced a new program-- Coffee with a Cop/meet the inspector. He gave advice on turning in drugs and guns. He also warned that it may take some time for the Police to check out house alarms. Panic alarms are responded to sooner. Number for his office is 631-852-8775

Resident Maddalena expressed thanks for the new stop sign on Circle Drive

Resident Kullen said we are fortunate to have direct access to our government in an incorporated village and thanked the Mayor and Board, who acknowledged her gratitude.

HEARINGS ON LOCAL LAWS

Motion to Close Regular Meeting and Continue Hearings on Proposed Local Laws Noise control

Approved.

(Vail-Weiss 4-0)

Public Comments

B. Kullen: Resident Kay Spier had questioned whether law would cover barking dogs or other animal noises. Mayor Weiss said we have a Dog law that compliments the Noise Control Law. Shouting and howling also covers animals (not just humans) based upon Mayor Weiss and Village Attorney. Such noises also constitute a public nuisance. Officer Raspanti also commented that if a resident has an animal problem, they also have recourse to complain to the Town. Mayor Weiss thanked Ms. Kullen for her comment.

Mayor Weiss noted that according to the new Noise Control Law, a homeowner can cut their own lawn on Sundays.

Motion to close hearing.

Approved.

(Neff-Emma 4-0)

Resolution to enact the proposed Noise Control LL and authorize the clerk to send the local law to Secretary of State for filing.

Approved.

(Weiss-Neff 4-0)

INTRODUCTION OF A LOCAL LAW ENTITLED TREES AND VEGETATION.

Resolution to introduce another version of the proposed Tree Preservation Law and hold a hearing on October 11, 2016. The proposed law and notice of the hearing will be posted on the Village website and published in the Village newspaper. Copies of the law will also be available at the Village Clerk's Office.

Approved.

(Vail-Neff 4-0)

CLERK/TREASURER REPORT

Clerk Spier requested that the Board authorize 2 actions:

- In accordance with a request from Beach Commissioner J. Weiss, to authorize a \$1000 stipend for the supervising lifeguard, Steve Tuttle, in recognition of the additional tasks he engaged in, including management of the lifeguard budget, moving/maintaining the lifeguard stand, moving and maintaining the equipment, etc.
- To send Clerk Spier to NYCOM training school, week of Sept. 12th.

Approved.

(Weiss-Vail 4-0)

Clerk Spier thanked the Board for authorizing her attendance at the training.

ABSTRACT APPROVAL

OPERATING BUDGET

Including ordering of emergency phones, monthly bills, repair of front gate, etc.

201602 - \$9,869.61 (8/11 payroll)

201603 - \$8,964.69 (8/25 payroll – 2 email app'l – emergency phone & front gate repair)

201604 - \$5,503.34 (9/8 payroll)

201605 - \$49,347.61 (this month's bills)

Total \$73,685.25

Approved.
(Vail - Weiss 4-0)

Clerk Spier reported that the Village's insurance with New York Municipal Insurance Recipral (NYMIR) policy expires October 1st. The renewal policy includes an increase of 3 percent-- \$900. The premium for the 2016/17 insurance will be \$29,146.31

The Board requested that Clerk Spier ask the broker Ed Hughes to look for other proposals prior to Oct.1st. If no other options are provided by the broker, it shall be deemed that the Board has accepted the NYMIR proposal.

Approved.
(Vail-Weiss 4-0)

RENTALS/USE OF VILLAGE HALL

Resident Brickley—UL June 10 or July 8, 2017, wedding 175 guests 5:30 – 10:30 + Gazebo for ceremony.

Non-resident wedding in April 2017 April 29th sponsored by L. Winter start 4 PM Full fee of \$3700 using preferred caterer Tuscany.

Approved.
(Vail-Neff 4-0)

REPORT FROM THE BOARD OF TRUSTEES

Job Descriptions: Mayor Weiss has composed: (a) a revised comprehensive Job Description document that includes, among other things, special projects and what the steward is responsible for; and (b) an updated list of cognizant trustees. Both documents are for posting on the website.

Approved.
Neff-Weiss 4-0

Capital projects. Trustee Vail introduced this topic. He indicated that capital project planning describes what needs to be done for the current year through the 2017-2018 fiscal period and solicits Board consensus for same. It gives commissioners the go-ahead to get bids/proposals for official approval. Any purchases/expenditures for over \$500 requires B of T approval. The process gives commissioners sufficient lead time that they can get something done.

For this year's capital projects, the Village will spend \$122K from its operating budget, \$23K of its fund balance and \$80K from anticipated grants total 225K

3 projects have been completed—VH roof, paint metal roof and repair garage door.

Fall 2016 proposal; Replace A/C unit and carpentry, sliding glass doors, external kitchen door, door for office copier and computer software: \$65K

Platform tennis court maintenance and repairs \$23K, plus maintenance of beach tractor

Total for fall 2016: \$90K

Spring 2017: Total \$ 136K.

Projects: Village Hall handicap lift (provided that the CBDG grant is awarded to the Village); any sliding glass doors that were not done in fall; sidewalk repair, lighting for parking lot, beach step repairs. Platform tennis—repair courts and decks and steps. Replace portions of fence of sump on Circle.

Cash balances as of July 31, 2016 were \$310k. Previously the amount was \$610K, with \$305K spent on roads

2017-18: \$335 K of proposed capital expenditure \$100K from reserve and the balance from taxes and grants.

Fall 2017- \$50k would be expended to cover the 2nd half of A/C replacement project, carpentry, signage, and fencing in rear parking lot.

Spring: \$285K would be expended to cover road improvements, dance floor replacement, Lower level exit doors, heating system, and LL chairs/tables.

Clerk Spier thanked Trustee Vail for composing and presenting this plan and indicated that some corresponding budget changes will need to be made so that the budget reflects this plan.

She noted that the new purchase order (PO) system and advanced approval for expenditures over \$500 will require the writing of a new policy to this effect.

Mayor Weiss noted that the job description document he just completed has some specific language about this.

Trustee Vail remarked that the new policy of \$500 threshold for Board approval and the PO system will initially seem burdensome to the commissioners but in the long run will assure that expenditures and projects will run more smoothly

Clerk Spier stated that the A/C unit will require public competitive bidding if the total project exceeds \$35K.

Trustee Vail remarked that in the short term going forward, reserves will go from \$310K to \$280K or \$290K. Going forward, it will be wise to keep the reserve above \$150K. Treasurer Spier said the Village should have a formal fund balance policy.

Beach: Trustee Vail suggested the Board allocate some money for beach setup for next year to assist the Beach Commissioner in these tasks.

Payroll: Trustee Vail solicited trustee approval to do a lag payroll. This would involve having a one week lag between the end of a pay period and the issuance of paychecks to allow administratively for timecards to be processed and checks written. About 6 weeks notice should be given to Village employees so they can be prepared for the change. He made a motion to authorize the Treasurer doing payroll to collect documents on the date of the end of pay period and then be given a week's time to issue paychecks. Proposed date of enactment--November 1st.

Approved.
(Vail - Weiss 4-0)

Trustee Vail stated that the Village Board will consult with counsel to determine whether the HVAC project requires a public bid.

Sliding doors for UL: Commissioner Scrimenti reported it takes 8-12 weeks to order them and get them installed (custom made). Trustee Vail proposes approving the vendor in October with Scrimenti's recommendations. However, given lag time, Scrimenti advised that the doors likely won't be installed until spring. Plan would be to do the kitchen door at same time.

Mayor Weiss' report on progress on projects and issues within his purview, with input also from cognizant trustees, commissioners and Clerk Spier:

- Encroaching vegetation Circle north—done.
- Stop sign on Circle North—done.
- Tower Hill encroaching vegetation—done.
- Drainage work on Tower Hill— the Mayor will check on it. Trustee Emma remarked that the Village had gotten some grant money \$6K-7K for the project and should show a finished rain garden at some point—close it out with the grantor—the Soil Conservancy
- Ballfield rainwater storage/recharge project: Trustee Emma commented that on July 29th, the Village submitted a consolidated funding application. The Board is now seeking support of cognizant political entities— including Senator LaValle, Assembly Member Palumbo, Mr. Engelbright (chair of assembly's environmental committee) and Town Councilwoman Bonner. The grant is under review by

officials and results will not be announced until at least November. They also had meetings with Rep. Zeldin's office. Sarah Anker (Suffolk Co.) has also been helpful.

- Bridge: The Village has held a meeting with Sarah Anker. The Village structural engineer is preparing a proposal to provide bid documents. Ms. Anker has asked for a study of the Bridge: DOT will determine if rails to trails will go over or around bridge. A title search is being done. Resident D. Madigan commented that the Gardiner foundation has grants available for historical preservation—not too difficult to get and they are easy to work with. Commissioner Walker commented that the County has engaged in an Inter-municipal Agreement giving the Village discretion on the esthetics of the Bridge. This has to be verified.
- Grant writer Nicole Christian is looking for funding for computer and software concerns. Will bill Village about 10 hrs per month for grant writing
- Resident D. Madigan suggested a speed calming device at corner of Woodville and Beatty or Fitzgerald. Mayor Weiss and Commissioner Kogel commented that a 3-way stop sign is proposed at that corner or at the corner with Beatty, and this will serve the same purpose.
- Handicapped access to VH & beach. Commissioner Walker stated this will get addressed in the spring
- Parking lot lighting: Resident Buyar is working with Mayor Weiss on this project.
- Emergency Phones— Commissioner Walker said one phone has arrived and another is on order to replace the existing ailing phone by the LL entrance. Mayor Weiss and Commissioner Falco will work on a communication to residents on their use once they are installed.
- School cleanup—to be done in Fall
- New waste receptacles: Bluestone or some other material will be put under them to level them. Carters should be emptying them.
- Maggio: The Village will ask them to resume collecting after holidays going forward.
- Platform tennis: Repair/maintenance work will proceed on or around October. Resident Filosa asked if the large propane tank fueling the courts requires inspection. Trustee Vail says the Village can check with propane company.

- Roads: Trustee Vail said they are seeking a \$200K grant from Albany. It's an 18 month process. If successful, they will get the funds between April and September 2017. Next step is to receive acknowledgement of their 2nd filing. If the reply from the State is that the application is complete, then the Village can ask La-Valle's office to assist. Clerk Spier commented that the Village would have to borrow the money, do the work, and then add a special assessment to deal with that project after the fact, which would be a separate line on residents' tax bills.
- Oval is done except for a couple of shrubs to be installed by Commissioner Mahoney
- Resident Madigan confirmed that the missing screw on the Frances Upham Warden plaque has been replaced.
- Main gate repair: Commissioner Scrimenti confirmed that it's done
- Resident Kullen thanked Mayor Weiss and Commissioner Falco for the memo on emergency preparedness in advance of the recent storm.
- Mayor Weiss stated that a letter had been sent to Senator Schumer on the problem of low flying aircraft.

PUBLIC COMMENT

Resident Baggett on behalf of the TSVA Events Committee gave a preliminary 2016-7 schedule of cultural events open to all Village residents (with dates tentative and contingent upon Board approval) 1) Oct 23rd—Culper spy ring talk by historian Beverly Tyler (date already approved by the Board); 2) Suffragists movement on Long Island (possibly in Nov., or else the spring); 3) Dec. lecture: Solar energy—resident Misewich; 4) A Radio play; 5) lecture: Oceans, Atmosphere and you; 6) Dramatic reading of another play; 7) Former resident Katie Polk—puppet theatre--Mr. Mouse saves the princess (possible date of April 8th).

Trustee Vail commented that there is a plan to have the upper level closed in November when the new HVAC unit goes in—at least 2 weeks. Most of work will be done in the attic but will need to breach the ceiling, which may preclude events on certain dates. Also, in Jan.-Feb. it costs significant additional amounts of money to clear both parking lots and sidewalks of snow and ice for an event. This could cost \$2-3K additional per year. Resident Baggett commented that the TSVA can be flexible on when events are held to work around the heating project and inclement weather.

Resident Maddalena commented that if the Village needs assistance delivering official communications to residents without e-mail, the Village can contact her and she will engage the assistance of the TSVA.

Motion to adjourn: 9:25 p.m.

Approved.
(Weiss - Vail 4-0)

Submitted,
Cathy Donahue Spier
Village Clerk and
Joseph Falco