

**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, 80 WOODVILLE ROAD,
SHOREHAM, NY ON MAY 12, 2020 AT 7:30 O’CLOCK PM via Zoom

PRESENT:

Brian C. Vail	MAYOR
Sherry Neff	TRUSTEE
Mariann Coogan	TRUSTEE
Edward Brickley	TRUSTEE
Laura Baisch	TRUSTEE
Cathy Donahue Spier	TREASURER
Laura Spillane	CLERK/DEPUTY TREASURER

Commissioners, Officials, and Residents present: Joe Falco, Neil Baggett, Brian Adams, Peter Petreczky, Nancy Delagi, David Madigan, Larry Kogel, Lorraine Maddalena, Bob Kavanaugh, Rob Minarik, Laura Miller, John Miller, Barbara Richter, Diana Murphy, Len Emma and AnneMarie Emma.

OPEN MEETING

Mayor Brian Vail opened the Regular meeting at 7:48 pm.

Pledge of Allegiance

MAYOR'S COMMENTS:

Mayor Vail stated that he wanted to thank all of the residents for their incredible cooperation and help over the last months following the COVID-19 guidelines. He thanked Code Enforcement for doing a wonderful job.

RESIDENTS' COMMENTS / Concerns / Communications

David Madigan stated he noticed the roads have visible cracks that need attention and maintenance.

Clerk Spillane summarized resident emails/comments which included a complaint about cars speeding on Woodville Road. This is especially dangerous with more people walking & running. Another resident emailed to inquire about getting guest passes. A hearing aid was found near the herb garden. After sending out an email the hearing aid was claimed by its owner. A complaint was made that the commercial landscapers were not following the noise ordinance on a Saturday at 7:45am.

ADMINISTRATIVE ITEMS / CLERK/TREASURER REPORT

Minutes – Motion to approve minutes from the April 14th Board of Trustees Meeting.

Approved.

(Brickley – Neff 5-0)

GRIEVANCES/BOARD OF ASSESSORS

Motion to close Regular meeting at 8:17pm and open the meeting of the Board of Assessors

Approved.

(Vail – Neff 5-0)

Assessor Barnes reported through Clerk Spier that he received 4 residential grievances this year, 1 Gridley Rd., 9 Upham Down, 22 Ashley Lane, and 3 Hillcrest Dr.

Clerk Spier reported that Assessor Barnes recommended: the 1 Gridley Rd. grievance be denied as it was currently correctly and fairly assessed; the 9 Upham Down. grievance be granted and reduced to 8,550; the 22 Ashley Lane. Grievance be granted and reduced to 8,600; and, the 4 Hillcrest Dr. grievance be denied and the assessment remain the same.

The Board reviewed the tax roll, the grievances, the assessor's recommendations and made the following decision: the Board accepted the Assessor's recommendations as to 1 Gridley Rd. and 3 Hillcrest Dr. and denied these grievances. The Board accepted the recommendation of the Assessor regarding 9 Upham Down in part and reduced the property's assessed value by 4.7% to 8,800 instead of 9% not accepting that the home's square footage was not relevant to the assessment. The Board accepted the recommendation of the Assessor regarding 22 Ashley Lane in part and reduced the property's assessed value by 4.75% to 9,050 instead of 9.5%.

The Board of Assessors reviewed and verified the 2020-21 Village Tax Assessment Roll.

Approved.

(Brickley – Neff 5-0)

Motion to close Board of Assessors meeting at 8:30pm and re-open the regular Board meeting

Approved.

(Neff – Vail 5-0)

FINANCIALS / APPROVAL OF EXPENDITURES

OPERATING FUND

Abstract 2019023 - \$360.50 (Utilities)
Unpaid Bills Audited by the Board - \$28,859.35
April 17th Payroll & Taxes - \$8,344.51
May 1st Payroll & Taxes - \$6,929.98

TOTAL: \$44,494.34
Total of Capital and Operating Fund Expenditures \$44,494.34
Approved.
(Vail – Neff 5- 0)

BANK TRANSFER HSBC to BNB

Resolution No. 1 of May 2020

WHEREAS, the Board of Trustees of the Village of Shoreham have been informed that the Village Bank: HSBC has permanently closed its branch at Miller Place on April 24, 2020,

WHEREAS, the Board of Trustees of the Village of Shoreham have caused the Village Deputy Treasurer to explore the suitability of various banks located within 15 miles of the Village,

WHEREAS, the Board of Trustees of the Village of Shoreham have heard a report from the Deputy Treasurer regarding various nearby banking institutions,

THEREFOR LET IT BE RESOLVED, that the Board of Trustees of the Village of Shoreham designates Bridgehampton National Bank (BNB) as the depository of Village funds,

LET IT BE FURTHER RESOLVED, that the Board of Trustees of the Village of Shoreham authorizes and directs the Treasurer to open 4 accounts and BNB: an operating checking account; a payroll checking account; a money market account for operating fund; and, a checking account for the capital fund,

LET IT BE FURTHER RESOLVED, that the Board of Trustees of the Village of Shoreham authorizes and directs the Treasurer to: deposit any Village receipts into the BNB checking account effective as of 4/1/2020; to transfer the funds in the HSBC capital checking account to the BNB checking account; to transfer the funds in the HSBC the operating money market account to the BNB operating money market account; to transfer \$10,000 from the BNB checking account to the BNB payroll checking account; and, to transfer the balance of the HSBC checking account to the BNB checking account on or by June 30, 2020.

LET IT BE FURTHER RESOLVED, that the Board of Trustees of the Village of Shoreham authorizes and directs the Treasurer:

to transfer the HSBC funds of \$195,519.13 from the Capital checking account to the BNB checking account.

to transfer \$315,500.38 from the HSBC Money Market to the BNB Money Market account

to transfer the balance of the HSBC Operating checking account after the Bond payment is made on May 15, 2020.

Approved.
(Coogan – Neff 5- 0)

HIRING OF ADDITIONAL CODE OFFICER

Motion to hire additional Code officer who would have worked the summer shift, but due to increased scheduling needs as a result of COVID 19, the officer being Otabio Eddie Cepeda who will be paid \$20 per hour.

Approved.
(Brickley – Coogan 5- 0)

JUSTICE COURT

RESOLUTION NO. 2 of May 2020

WHEREAS, Elizabeth Kidney and Maria Russo, were appointed simultaneously, upon the advice and consent of the village justice, to serve as village justice court clerks for the village justice, and

WHEREAS, upon the advice and consent of the village justice, the duties of the village justice court clerk can be performed by one individual at this time, and

WHEREAS, upon the advice and consent of the village justice, the services of Maria Russo as village justice court clerk are recommended to be discharged effective May 31, 2020, NOW THEREFORE, be it

RESOLVED that the duties of the village justice court clerk, Maria Russo, be and are hereby discharged effective May 31, 2020.

Approved.
(Neff – Baisch 5- 0)

RESOLUTION NO. 3 of May 2020

WHEREAS, upon the advice and consent of the village justice the salary for the village justice court clerk is recommended to be \$400, NOW THEREFORE, be it

RESOLVED that the village justice court clerk, Elizabeth Kidney, shall be paid a monthly salary of \$400.

Approved.
(Vail – Neff 4- 0-1 abstain)

ENGAGE CPA and PURCHASE FINANCIAL SOFTWARE

Resolution No. 4 of May 2020

WHEREAS, the Trustees of the Village of Shoreham have been informed by the Village CPA that she will not be able to continue her services due to her employment elsewhere,

WHEREAS, the Trustees of the Village of Shoreham have caused the Village Deputy Treasurer to interview various CPA firms with municipal experience,

WHEREAS, the Trustees of the Village of Shoreham have heard a report from the Deputy Treasurer regarding the qualification, experience, and cost of various CPA firms,

NOW THEREFOR LET IT BE RESOLVED, that based upon such report the Board of Trustees of the Village of Shoreham wishes to engage the firm of Corporate Accounting Solutions at a rate of \$175 per hour for a manager and at a rate of \$225 per hour for a partner and accept the firm's proposal for quarterly visits to the Village of Shoreham at a rate of \$750 and,

LET IT FURTHER BE RESOLVED, the Board of Trustees further authorizes the Deputy Treasurer to purchase municipal accounting software in an amount not to exceed \$1,500.

Approved.
(Neff – Baisch 5- 0)

REPORT FROM MAYOR BRIAN VAIL:

Overview of the 2020-21 Proposed Capital Budget:

Mayor Vail presented an overview of the proposed 2020-21 Capital budget. Mayor Vail spoke about Capital projects for the next 5 years. They included replacement of Village Hall building windows, doors, deck and railings. The 3rd phase of the road and curb improvements. Other Capital improvements to consider are the building exterior paint, new street signs and cleaning the West woodlands and landscaping the recharge basins.

REPORTS FROM THE BOARD OF TRUSTEES

REPORT FROM TRUSTEE MARIANN COOGAN;

Trustee Coogan presented the proposal from Riley Green Mountain Tennis to repair the north platform courts at a cost of \$21,345. Since this company has been determined to be a sole source provider they quote may be accepted. A signed proposal is due back to them by June 8th and Trustee Coogan will try to get a little extension until after the next Board meeting on June 9th. Mayor Vail stated that he would like to form a Construction committee of 3-5 people headed by Trustee Brickley to oversee the construction project. Trustee Neff suggested getting in touch with Riley Green to set up proposed dates due to the scheduling problems. Mayor Vail requested that Treasurer Spier provide Trustee Brickley with a list of the insurances and proof of coverage required for the project.

REPORT FROM TRUSTEE EDWARD BRICKLEY

Trustee Brickley gave a status report on the update of the Suffolk County Hazard Mitigation Plan. The County wide plan is being managed by Tetrattech and the paperwork is due May 20th. The Village is required to participate to be eligible for future Federal funding. Mayor Vail also indicated that a final Invoices for the Handicap Access Lift and for Suffolk Asphalt will be coming from the Village engineering firm of LKMA within the next few weeks.

Authorization for Acceptance of Storm Water Update Proposal

Motion to authorize the acceptance of a proposal by Village engineering firm, LKMA, to update the storm water drainage map and draft plan for future stormwater management projects at a cost of \$5,600.

Approved.

(Vail - Brickley 5 - 0)

REPORT FROM TRUSTEE LAURA BAISCH:

Trustee Baisch reported with Dr. Joe Falco on the updated Suffolk County daily briefings on COVID-19 and the current hospitalizations and testing figures. Dr. Falco and Trustee Baisch reported that there is an 84% decline in new cases in the County. Testing is available at Rite-Aid and City MD for both the virus and the anti-body. Call first to make an appointment. The County will be able to re-open when certain criteria have been met as determined by the State.

ADJOURNMENT

Motion to adjourn 9:31 PM

Approved.

(Coogan - Vail 5 - 0)

Submitted,

Laura Spillane, Village Clerk