



**Minutes
Business Meeting
June 13, 2005**

1. Approved: Minutes of April 25, 2005 as amended.
2. Approved: Minutes of May 2, 2005 as amended.
3. Approved: Send revisions to Chapter 241: Trees, Grading and Land Clearing; Site Grading/Retaining Walls; Cut and Fill Fees to the Planning Board for review.
4. Approved: Budget Increase as submitted by Treasurer Diane Javitz.
5. Approved: Village Attorney to draft the Santiago Easement Agreement.
6. Approved: Request of the Port Jefferson Fire Department for the use of the showmobile for the reviewing stand for the 2005 July 4th parade.
7. Approved: Semi-annual stipend of \$2,500.00 for Treasurer Diane Javitz for network administration of village wide computer system.
8. Approved: Hire Lynda Howell to automate and index the Village's Birth and Death Certificates at a project stipend of \$16,000.00.
9. Approved: Warrants as presented by Treasurer Javitz.
10. Approved: Mayor to sign the agreement between the Village and the Port Jefferson Arts and Education Conservancy.
11. Approved: Mayor to sign the agreement between the Village and the Port Jefferson Children's Maritime Museum.

Present: Mayor Garant
 Trustees Britt (arrived 7:50pm), Faulknor, Harty and Ransome
 Village Attorney Warren
 Administrator/Clerk Juliano
 Treasurer Javitz
 Deputy Clerk Howell

Business Meeting

- Review and amend Minutes of April 25, 2005.
Motion by Trustee Ransome, second by Trustee Harty to approve the Minutes of April 25, 2005 as amended (subject to Trustee Britt's review and corrections). Motion carried. Voting: 3-0.
- Review and amend Minutes of May 2, 2005.
Motion by Trustee Harty, second by Trustee Faulknor to approve the Minutes of May 2, 2005 as amended (subject to Trustee Britt's review and corrections). Motion carried. Voting: 3-0.
- Review the following Code Changes - Chapter 241: Trees, Grading and Land Clearing; Site Grading/Retaining Walls; Cut and Fill fees. **Board of Trustees discussed proposed changes to the code.**
Motion by Trustee Ransome, second by Trustee Harty to send revisions to Chapter 241: Trees, Grading and Land Clearing; Site Grading/Retaining Walls; Cut and Fill Fees to the Planning Board for review. Motion carried. Voting: 4-0.

Budget Transfers and Increases

- Treasurer Diane Javitz is requesting the following budget increases

Increase Capital Projects Revenues as follows:

Amount	Account
\$166,625.94	H5031 Interfund Transfers

Increase Capital Projects Expenses as follows:

Amount	Account
\$127,875.44	H8997.57 Shipyard Bldg.
\$ 38,750.50	H8997.59 Geothermal System

Motion by Trustee Faulknor, second by Trustee Ransome, to approve the recommended Budget Increase as requested by Treasurer Diane Javitz. Motion carried. Voting: 3-0.

- Treasurer Diane Javitz is requesting the following budget increases from the 2004-05 budget

Increase Capital Projects Revenues as follows:

Amount	Account
\$49,604.25	H5031 Interfund Transfers
\$15,000.00	H8021 Fund Equity

Increase Capital Projects Expenses as follows:

Amount	Account
\$49,604.25	H8997.57 Shipyard Bldg.
\$15,000.00	H8997.47 Harborfront Park

Motion by Trustee Faulknor, second by Trustee Ransome, to approve the recommended Budget Increase as requested by Treasurer Diane Javitz. Motion carried. Voting: 3-0.

Board Member Reports

Trustee Britt

- Barnum Avenue crosswalk – Street Print exhibition to be held at Stony Brook Univ. on Tuesday, June 14th from 11am – 1PM.
- MTA - LIRR March 17th letter regarding commuter parking – Will Rau met with them, work must be completed.
- LIPA – Letter from Joey Z of Z Pita regarding running wires to dumpster compactor overhead. The Village requires underground wiring – request denied.
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Trustee Faulknor

- LIRR - Spoke to Jen Sanacola, Branch Manager regarding grade crossing – she will investigate.
- The sneak peak at the Port Jefferson Community Center was very enjoyable.
- Country Club Parking Lot – Tuesday’s meeting with the Lombardi’s went well and issues are being addressed.
- Board discussed conservation funds for creek restoration.

Trustee Harty

- Participated/attended “Meet the Candidates” night.
- Music on Main Street – Is a permit needed? Administrator Juliano to research.
- American Music Festival to be held on September 9, 10, 11 and are actively seeking support.
- Islander Boat – Reported to Town of Brookhaven that they were going to be doing boat demonstrations. Board should send a letter to Mr. Scolio of Islander Boat reminding him and clarifying that the usage is for storage only.

Trustee Ransome

- Building and Planning Board Secretary Cindy Suarez to go from part time to full time in September – exact date to be determined.
- Santiago Easement

Motion by Trustee Harty, second by Trustee Britt for the Village Attorney to draft the Santiago Easement Agreement. Motion carried. Voting: 4-0.
- Software agreement for Planning Board – Initial cost is \$22,000. Will contact software company to come in for informational session.
- Children’s Maritime Museum – Chandlery Building – 2nd Build out is going to the Planning Board for review.
- Heritage Inn – Planning Board reviewed Suffolk County Planning Board letter of disapproval.
- LISEC – Annual Membership Meeting scheduled for June 25th at 10AM in Harborfront Park.
- The Sneak Peak was wonderful!

Mayor Garant

- The sneak peak was very successful.
- Little Gray House – Suffolk County (Legislator Vivian Fisher) has offered funds for refurbishment.
- Status of DOT Traffic Calming on E. Broadway – Trustee Britt to follow-up with the DOT.
- Chamber of Commerce has requested a donation from the Village for the American Music Festival. The Village cannot make donations.

Village Attorney Warren

- LOSAP – Letter from Volunteer Ambulance Corp. attorney does not adequately address issues - Village Attorney Warren to follow-up. Mayor Garant to call Belle Terre Mayor Lucki.

Correspondence

- The Port Jefferson Fire Department will host the annual 4th of July parade and is requesting the use of the showmobile for the reviewing stand for the parade.

Motion by Trustee Ransome, second by Trustee Harty, to approve the request of the Port Jefferson Fire Department for the use of the showmobile for the reviewing stand for the 2005 July 4th parade. Motion carried. Voting: 3-0.

New Business

- Semi-annual stipend for Network Administration.

Motion by Trustee Ransome, second by Trustee Faulknor, to approve the semi-annual stipend of \$2,500.00 for Treasurer Diane Javitz for network administration of village wide computer system. Motion carried. Voting: 3-0.

- NYS Archives – Local Government Records Management Improvement Fund – has awarded the Village \$21,055.00 for the 2004-05 grant year to index and automate the Birth and Death Certificates. Village Administrator/Clerk Robert Juliano is recommending hiring Deputy Clerk Lynda Howell to archive and automate the needed certificates at a project stipend of \$16,000.00. This payment will be made in four equal installments and will be paid as work is completed. These funds are totally paid for by the Grant and will be no cost to the village.

Motion by Trustee Ransome, second by Trustee Harty to hire Lynda Howell to automate and index the Village's Birth and Death Certificates at a project stipend of \$16,000.00. Motion carried. Voting: 3-0.

Voucher

- Treasurer Diane Javitz has submitted the following **Warrants** for approval:

<u>FUND</u>	<u>WARRANT #.</u>	<u>AMOUNT</u>
General (A)	2	\$139,475.89
PJCC (CR)	2	\$94,985.79
Trust (T)	2	\$58,206.20
Capital (H)	2	\$144,779.84

Motion by Trustee Britt, second by Trustee Faulknor to approve the Warrants as presented by Treasurer Javitz. Motion carried. Voting: 4-0.

Old Business

- Port Jefferson Volunteer Ambulance - Re: Retirement Program. Letter received from P.J. Volunteer Ambulance on Monday, June 13, 2005 – Village Attorney to review and report back to Board of Trustees.
- Chapter 241: Trees, Grading and Land Clearing – Review at June 13th Business Meeting.
- Code Changes -

1. M-W Zone –
2. Site Development §250-10 – **Trustee Britt to review. - Focus Meeting April 18, 2005**
3. §250-37 Lighting – **Trustee Ransome to review. - Focus Meeting April 18, 2005**
4. Eating and Drinking Establishments – **Trustee Ransome to review.**
5. Conditional Uses in residential districts – **Trustee Harty to review.**
6. House Trailers (Should include Pods) – **Trustee Faulknor to review.**
7. Neon signs – **Sent to Planning Board for review.**

- Pay-For-Parking Moratorium – Action Plan/Focus Group. – **Next focus group meeting scheduled for July 18, 2005.**

- June 27, 2005 - Public Hearing for Garbage Cans and Garage Heights

- Authorization for the Mayor to sign the agreement between the Village and the Port Jefferson Harbor Arts and Education Conservancy.

Motion by Trustee Britt, second by Trustee Faulknor to authorize the Mayor to sign the agreement between the Village and the Port Jefferson Arts and Education Conservancy. Motion carried. Voting: 4-0.

- Authorization for the Mayor to sign the agreement between the Village and the Port Jefferson Children's Maritime Museum.

Motion by Trustee Ransome, second by Trustee Britt, to authorize the Mayor to sign the agreement between the Village and the Port Jefferson Children's Maritime Museum. Motion carried.

Voting: 4-0.

Adjourn

Motion by Trustee Ransome, second by Trustee Britt to adjourn the meeting at 9:55pm.