



**Minutes  
Business Meeting  
December 19, 2005**

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1. Approved: Authorize Village Attorney Johs to start condemnation proceedings on 10 Nicholas Street and legal proceedings on 410 Thompson Street for an illegal multi-family dwelling.
2. Approved: Authorize the Mayor to enter into an agreement to allow Highlander Consultants Inc. to explore the possibilities to construct a cell tower at the work yard at the Port Jefferson Country Club at Harbor Hills.
3. Approved: Minutes of November 28, 2005 as amended.
4. Approved: Minutes of December 5, 2005 as amended.
5. Approved: Budget Transfers as requested by Treasurer Diane Javitz.
6. Approved: Budget and Revenue Increases as recommended by Treasurer Diane Javitz.
7. Approved: Authorize Mayor Lee to enter into agreement with the New York State Department of Transportation for the East Broadway Traffic Calming PIN 0758.41.321(the Project).
8. Approved: Hire John Van Gelder, Custodian at an annual salary of \$25,395.00, effective December 21, 2005.
9. Approved: Appointment of Lee Rosner to the Zoning Board of Appeals for a five-year term to expire December 2010.
10. Approved: Appointment of Laura Hirasaka to the Conservation Advisory Council replacing Stanton Roeber for a term to expire on June of 2006.
11. Approved: Request of Port Jefferson High School Mock Trial Coach Nicole Pennino to use the Village Hall Courtroom as a "learning classroom" for the Port Jefferson High School Mock Trial team on Wednesday, February 15, 2006 and Wednesday, March 8, 2006 from 3pm to 5:45pm.
12. Approved: Hire Maria Russo as part time clerk typist in Justice Court, at \$12.50 per hour, effective Wednesday, December 14, 2005.
13. Approved: Amendment to §235 Trailers of the Code of the Inc. Village of Port Jefferson.
14. Approved: Planning Board of the Inc. Village of Port Jefferson to review abolishing "Pay for Parking" sections from the Code of the Inc. Village of Port Jefferson.
15. Approved: Warrants as presented by Treasurer Javitz.
16. Approved: Medical coverage will not be offered in all future contracts for labor/services.

**Present:** Mayor Lee  
Trustees Britt, Faulknor, Harty and Ransome  
Village Attorney Johs  
Administrator/Clerk Juliano  
Treasurer Javitz  
Deputy Clerk Howell

**Business Meeting**

- Kevin Koubek, Village Engineer to discuss issues at Nicholas Street and Thompson Ave.

**Executive Session**

**Motion by Trustee Britt, second by Trustee Faulknor to go into Executive Session - Kevin Koubek, Village Engineer to discuss issues at Nicholas Street and Thompson Ave. Motion carried. Approved: 5-0.**

**Motion by Trustee Faulknor, second by Trustee Britt to come out of Executive Session. Motion carried. Approved: 5-0.**

**Motion by Trustee Britt, second by Trustee Harty to authorize Village Attorney Johs to start condemnation proceedings on 10 Nicholas Street and legal proceedings on 410 Thompson Street for an illegal multi-family dwelling. Motion carried. Approved: 5-0.**

**Business Meeting**

- PJCC Cell Tower proposed lease – Presentation by Ed Mooney and Tanya Negron of Highlander Consultants regarding proposed cell tower to be erected at the Port Jefferson Country Club at Harbor Hills.

**Motion by Trustee Harty, second by Trustee Britt, to authorize the Mayor to enter into an agreement to allow Highlander Consultants Inc. to explore the possibilities to construct a cell tower at the work yard at the Port Jefferson Country Club at Harbor Hills. Motion carried. Approved: 5-0.**

- Review and approve the November 28, 2005 Minutes.  
**Motion by Trustee Ransome, second by Trustee Britt, to approve the Minutes of November 28, 2005 as amended. Motion carried. Approved: 5-0.**
- Review and approve the December 5, 2005 Minutes.  
**Motion by Trustee Harty, second by Trustee Faulknor, to approve the Minutes of December 5, 2005 as amended. Motion carried. Approved: 5-0.**

**Budget Transfers and Increases**

- Treasurer Diane Javitz is requesting the following budget transfers

<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
\$8,860.20	A8140.20 Storm Sewers Equip	A8140.40 Storm Sewers Expen.
\$1,939.80	A5110.40 Street Maint exp.	A8140.40 Storm Sewers Expen.
\$8,000.00	A1325.10 Treasurer FT	A1325.12 Treasurer PT

**Motion by Trustee Harty, second by Trustee Britt, to approve the recommended Budget Transfers as requested by Treasurer Diane Javitz. Motion carried. Approved: 5-0.**

- Treasurer Diane Javitz has received funds from NYS as reimbursement for Danford’s Bulkhead Project and the following adjustments need to be made  
 Increase Revenue in Capital Fund H4097 Capital Grants \$22,103.75  
 Increase Budget in Capital Fund H8997.61 Danfords Bulkhead \$22,103.75  
**Motion by Trustee Harty, second by Trustee Britt, to approve the Budget and Revenue Increases as recommended by Treasurer Diane Javitz. Motion carried. Approved: 5-0.**

**Board Member Reports**

**Trustee Britt**

- East Broadway Traffic Calming – received a letter from the NYSDOT regarding additional funding. A resolution is needed to approve and authorize the East Broadway Traffic Calming Project.  
**Motion by Trustee Britt, second by Trustee Ransome, to approve and authorize Mayor Lee to enter into agreement with the New York State Department of Transportation for the East Broadway Traffic Calming PIN 0758.41.321(the Project). Motion carried. Approved: 5-0.**

**INCORPORATED VILLAGE OF PORT JEFFERSON EAST BROADWAY TRAFFIC CALMING  
RESOLUTION**

Authorizing the implementation, and funding in the first instance 100% of the federal aid-eligible costs, of a transportation federal-aid project, to fully fund the local share of federal-aid eligible costs, of a transportation federal-aid project, to fully fund the local share of federal-aid eligible and ineligible project costs, and appropriating funds therefore.

WHEREAS, a Project for the East Broadway Traffic Calming PIN 0758.41.321(the “Project”) is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 90% Federal funds and 10% non-federal funds; and

WHEREAS, the Incorporated Village of Port Jefferson desires to advance the above project by making a commitment of 100% of the federal and non-federal share of the costs of \$355,331.00.

NOW, THEREFORE, the Incorporated Village of Port Jefferson, duly convened does hereby

RESOLVE, that the Incorporated Village of Port Jefferson hereby approves the above-subject project; and it is hereby further

RESOLVED, that the Incorporated Village of Port Jefferson hereby authorizes the sum of \$35,533.10 to pay for the first instance 100% of the federal and non-federal share of the cost of \$355,331.00 work for the Project or portions thereof; and it is further

RESOLVED, that the sum of \$35,533.10 is hereby appropriated and made available to cover the cost of participation in the above phase of the Project in funds and/or in kind services; and it is further

RESOLVED, that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the Incorporated Village of Port Jefferson shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the New York State Department Of Transportation thereof, and it is further

RESOLVED, that the Mayor of the Incorporated Village of Port Jefferson be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid on behalf of the Incorporated Village of Port Jefferson with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of Project costs and permanent funding of the local share of federal-aid-eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and it is further

RESOLVED, this Resolution shall take effect immediately.

- Code car incident – Trustee Britt asked Mayor Lee and Village Administrator Juliano to speak with Chief Keitel to investigate how a steering wheel was broken.
- Port Jefferson Arts and Education Conservancy
  - The Conservancy raised \$25,000.00 toward the purchase of the Zamboni for the skating rink – they would have raised the entire purchase cost of \$35,000.00 if they had known the cost.
  - Distributed a copy of a letter sent to the Port Jefferson Ferry Company. The Conservancy met with Fred Hall regarding a \$10,000.00 donation – Fred Hall to speak with his Board.
  - Conservancy met last Wednesday to discuss:
    - Selection of new members for the executive board (fill vacancies).
    - Expand their general membership.
    - Funding raising and grant applications.
- Village Center – Looks great!
- Leaf program was completed today.
- Snow removal – Met with BID member Doug Norton. Holmes Irrigation has presented a proposal – must be reviewed and revised.
- Street evaluation for Village roads – Administrator Juliano and Trustee Britt to review this mater with other villages and professional firms.

#### **Trustee Faulknor**

- Parks & Recreation Director Ron Carlson is recommending hiring John Van Gelder, as Custodian for the Village Center at an annual salary of \$25,395.00.  
**Motion by Trustee Faulknor, second by Trustee Ransome, to approve the recommendation of Parks & Recreation Director Ron Carlson and hire John Van Gelder, Custodian at an annual salary of \$25,395.00, effective December 21, 2005. Motion carried. Approved: 5-0.**
- Village Center
  - NYS Dental Association to use the Village Community Center in June of 2008 – deposit necessary, final fee to be at 2008 rates.
  - Assistant Building Manager position – interviews being conducted – contemplating making this positions 2 p/t positions.
  - Skating rink – Sunday's 12:30pm session had 57 skaters (65 maximum).
  - Trustee Faulknor discussed current programming.
  - Parks and Recreation Director Ron Carlson to meet with the Board of Trustees on March 20, 2006 to present a financial report of the community center.
  - Mayor Lee to speak with Chief Kietel to ask if park security can be changed to 6pm – 2am.
- CCMAC – next meeting scheduled for January 11, 2006.
- Parks and Recreation – next meeting scheduled for January 10, 2006.
- Senior's Christmas Party to be held at the Village Center on December 22<sup>nd</sup> at 11:30am.
- New residents night – speak to Maripat Quinn regarding coordination of event.
- Assistant Golf Pro/Operations Manager – contract should be for 2 years.

#### **Trustee Harty**

- Managed Parking Schedule – Scheduled distributed to Board – Meeting scheduled for January 9, 2006 at 6pm.
- Trustee Harty proposed that the Village hire an architect to design the country club maintenance sheds.
- BID – Jennifer Duncan to take over as BID president.
- Kudos to local and surrounding fire departments for car accident rescue in harbor.

## Trustee Ransome

- Harbor car accident incident - suggested that the Village honor the 3 men who went into the water to save the motorist – perhaps coordinate something with Senator LaValle’s office for presentation at Village Center.
- LISEC – Boat shed site survey to be completed.
- Charles Dickens Festival
  - Board needs to discuss its future involvement with the Festival.
  - Cablevision segment scheduled to air on Channel 18 on Friday, December 23<sup>rd</sup> at 9:30pm.
  - Complete expense report available in mid-January.
  - Thank you party scheduled for January 23, 2006.
- Children’s Maritime Museum
  - The Philip Roe House move is complete - work is in progress.
  - Executive Director Ann McClean and President Corinne Hammonds would like to schedule a meeting with Mayor Lee to discuss future endeavors including work on the Roe House.
  - Develop an agreement for use of Philip Roe House – Village Attorney Johs to review.
  - Chandlery Building – Conference call with Bob Tumilowicz and Trustee Ransome regarding additional door.
- Software program for Building Department – met with General Code. Future RFP is recommended.
- ZBA and Planning Board – reviewed current issues.

## Mayor Lee

- Fire Marshall – Make recommendation to the Town of Brookhaven transition team.
- Historical Society to store the Village antique wagon.
- Port Jefferson Volunteer Ambulance – Re: LOSAP – they are working on updating their numbers.
- Lee Rosner, member of the Zoning Board of Appeals, term is due to expire the end of December 2005. I make the re-appointment of Lee Rosner to the Zoning Board of Appeals for a five-year term to expire December 2010.

**Motion by Trustee Ransome, second by Trustee Britt, to approve Mayor Lee’s appointment of Lee Rosner to the Zoning Board of Appeals for a five-year term to expire December 2010. Motion carried. Approved: 5-0.**

- There is an opening for a member of the Conservation Advisory Council. I make the appointment of Laura Hirasaka to the Conservation Advisory Council replacing Stanton Roeber for a term to expire on June of 2006. Ms. Hirasaka is highly recommended by CAC Chair Virginia Capon.

**Motion by Trustee Ransome, second by Trustee Britt, to approve Mayor Lee’s appointment of Laura Hirasaka to the Conservation Advisory Council replacing Stanton Roeber for a term to expire on June of 2006. Motion carried. Approved: 5-0.**

## Correspondence

- Port Jefferson High School Mock Trial Coach Nicole Pennino is requesting permission to use the Village Hall Courtroom as a “learning classroom” for the Port Jefferson High School Mock Trial team on Wednesday, February 15, 2006 and Wednesday, March 8, 2006 from 3pm to 5:45pm.

**Motion by Trustee Britt, second by Trustee Ransome to approve the request of Port Jefferson High School Mock Trial Coach Nicole Pennino to use the Village Hall Courtroom as a “learning classroom” for the Port Jefferson High School Mock Trial team on Wednesday, February 15, 2006 and Wednesday, March 8, 2006 from 3pm to 5:45pm. Motion carried. Approved: 5-0.**

## New Business

- Administrator Juliano is recommending the hiring of Maria Russo as part time clerk typist in Justice Court, at \$12.50 per hour, effective Wednesday, December 14, 2005.

**Motion by Trustee Harty, second by Trustee Faulknor to approve the recommendation of Administrator Juliano to hire Maria Russo as part time clerk typist in Justice Court, at \$12.50 per hour, effective Wednesday, December 14, 2005. Motion carried. Approved: 5-0.**

## Old Business

- Port Jefferson Volunteer Ambulance - Re: Retirement Program
- **House Trailers** – On November 28, 2005 the Inc. Village of Port Jefferson’s Board of Trustees held a Public Hearing to discuss §235 of the Village Code – Trailers.

**Motion by Trustee Faulknor, second by Trustee Harty, to approve amendment to §235 Trailers of the Code of the Inc. Village of Port Jefferson. Motion carried. Approved: 5-0.**
- Abolish Pay for Parking from Village Code. On September 12, 2005 the Board of Trustees voted

*“to eliminate Pay-For-Parking, eliminate dual use of parking spaces, and eliminate using municipal parking lots within 200 feet of the building in the C-1 district.”* The planning Board must review the abolishment before a public hearing can be set.

**Motion by Trustee Ransome, second by Trustee Harty, to request the Planning Board of the Inc. Village of Port Jefferson to review abolishing “Pay for Parking” sections from the Code of the Inc. Village of Port Jefferson. Motion carried. Approved: 5-0.**

• Code Changes - SCHEDULE

1. Conditional Uses in residential districts –**January 23, 2006**
2. Neon signs - **February 6, 2006 – 6:00pm**
3. §250-37 Lighting – **February 6, 2006 – 6:00pm**
4. Eating and Drinking Establishments - **February 27, 2006 – 6:00pm**
5. Site Development §250-10 – **March 6, 2006**
6. Planning Board recommendations for amendments to Sections 250-18 F and 250-19 E. - **March 6, 2006**
7. M-W Zone – **Suffolk County Planning to review and analyze Village Marina Waterfront District.**
8. Code change for Planning Board Stenographer at Public Meetings

**Voucher**

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

<b>FUND</b>	<b>WARRANT #</b>	<b>AMOUNT</b>	<b>DATE</b>
General (A)	15	\$142,375.24	12/19/05
PJCC (CR)	15	\$ 40,192.82	12/19/05
Trust (T)	12	\$ 9,463.24	12/19/05
Capital (H)	12	\$ 13,000.00	12/14/05
Capital (H)	13	\$ 36,811.73	12/19/05

**Motion by Trustee Faulknor, second by Trustee Britt to approve the Warrants as presented by Treasurer Javitz. Motion carried. Approved: 5-0.**

**Executive Session**

**Motion by Trustee Ransome, second by Trustee Britt to go into Executive Session at 10:30pm to discuss personnel matters. Motion carried. Approved: 5-0.**

**Motion by Trustee Faulknor, second by Trustee Britt to come out of Executive Session at 11pm. Motion carried. Approved: 5-0.**

**Motion by Trustee Britt, second by Trustee Ransome that medical coverage will not be offered in all future contracts for labor/services. Motion carried. Approved: 5-0.**

**Adjourn**

**Motion by Mayor Lee, second by Trustee Harty to adjourn the meeting at 11:05pm. Motion carried. Approved: 5-0.**

Respectfully submitted,

Lynda Howell  
Deputy Clerk