



**Minutes
Public Meeting
January 9, 2006**

1. Approved: Go into executive session at 6:50pm to discuss personnel matter in Treasurer's office.
2. Approved: Come out of executive session at 7:00pm.
3. Approved: January 2006 calendar as amended.
4. Approved: Minutes of December 19, 2005 as amended.
5. Approved: Warrants as presented by Treasurer Javitz.
6. Approved: Budget Transfers as recommended by Treasurer Diane Javitz.
7. Approved: Proposed appropriation of \$50,000.00 received from NYS as reimbursement for the Village Shipyard Building.
8. Approved: Authorize Mayor Lee to enter into an agreement with Holmes Irrigation to conduct a pilot snow removal from the sidewalks in the business district at a cost not to exceed \$10,000.00 to the Village and BID (pending Mayor Lee's review and approval.)
9. Approved: Hire Anthony Bertolotti as a full time Zoning and Building Inspector at an annual salary of \$27,500.00, effective December 30, 2005.
10. Approved: Dickens Committee proposal for the 2006 Dickens Festival.
11. Approved: Request of the Port Jefferson Fire Department for the use of the golf course for their annual Frank D. Cassidy Memorial Golf Classic on Thursday, May 17, 2007 with a rain date of May 24, 2007.
12. Approved: Public Information Meeting set for February 27, 2006 to discuss and present a parking plan developed by Michael Schwarting.
13. Approved: Hire Catherine Koehler as p/t clerk typist at a salary of \$12.50 per hour, effective January 3, 2006.
14. Approved: Solicit requests for an RFP for the purposes of architectural services for the renovation and/or replacement of the maintenance buildings at the Port Jefferson Country Club at Harbor Hills site. Such service shall include the design and construction documents needed to obtain bids for constructions and construction implementation.
15. Approved: Hire Allison Schombs (start date 1/3/06) and Frank Ready (start date 1/29/06) as part time building managers for the Village Center at \$13.00 per hour.
16. Approved: Go into executive session at 10:45pm to discuss country club personnel issues.
17. Approved: Come out of Executive Session at 11:20pm.
18. Approved: Contractual employees of the Village are no longer eligible for a health benefits package and will be compensated monetarily in accordance with the Village cost of the benefits package.

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

Absent: Village Attorney Johs

6:00 pm - work Session to discuss managed Parking wit the Parking Committee. Board met with members of the Parking Committee (Michael Mart, Doug Norton Robert Gitto) to review information for possible implementation of managed parking to be installed in various parking lots throughout the Village.

Executive Session

Motion by Trustee Harty, second by Trustee Faulknor to go into executive session at 6:50pm to discuss personnel matter in Treasurer's office. Motion approved: 4-0 (Trustee Ransome not in room).

Motion by Trustee Faulknor, second by Trustee Harty to come out of executive session at 7:00pm. Motion approved: 5-0.

Public Meeting:

- Pledge of Allegiance

- Public Safety Issues – SCPD/Port Jefferson Code Enforcement – Assistant Chief Andersen addressed issue regarding Hampton Jitney traveling on Barnum Avenue.

Comments:

Valerie Schroeder: Asked about using the proper entrance at ferry.

Doug Doxie: Requested additional code coverage for Columbia Street.

Carl Jansen: Also requested additional code coverage for Woodside.

Assistant Chief Andersen: Additional code coverage will be provided – advised Mr. Doxie/Mr. Jansen that most issues must be addressed by SCPD.

Doug Doxie: Illegal rentals are a big issue in the Village.

Trustee Ransome: Please give me the addresses and we will attempt to investigate.

MaryAnn Vavas: No street lights on Pinehill Road – speeding and vandalism. Also, fire hydrant is not where it should be.

Mayor Lee/Trustee Britt: Will look into both situations.

Board Member Reports

Trustee Britt

- Happy New Year to all! Welcome to the first meeting – the warm weather has been great.
- Highway Department
 - Leaf program is complete.
 - Stony Hill Road curbing is complete.
 - Meeting with Maggio Carting to discuss possible pickup of garbage in business district during the week.
- East Broadway Traffic Calming – NYSDOT contract approved – Design to start this week.
- Barnum Avenue – New crosswalks to be installed in spring.
- Port Jefferson Arts and Education Conservancy – running a number of programs at the Village Center – list can be obtained from the Recreation Center. The Conservancy has contributed much to the Village Center and will continue to do so in the future.

Trustee Faulknor

- Happy New Year to all.
- Railroad crossing – re: gates not coming down quickly enough - in touch with contact at railroad, will report back.
- Parks and Recreation – Very busy – Village Center is running very smoothly, financial report to be given to board tonight.
- Country Club – Golf applications must be in by January 15th.

Trustee Harty

- Happy New Year to all.
- BID – Jennifer Duncan is the new president.
- CAC – Stormwater management is ongoing project.
- Managed parking in the business district – Met with Central Parking. Public information meeting is scheduled for January 23rd. RFP to go out beginning of February - Hopefully contract will be awarded in March.

Trustee Ransome

- Happy New Year to all.
- Dickens Festival
 - Thank you to all the volunteers – Ice-skating party to be held for all on January 23rd!
 - I will be proposing a resolution at tonight's business meeting for support from the Village for future Dickens festivals.
- Children's Maritime Museum
 - Brainstorming retreat scheduled for this Saturday for all board members from 12 – 5pm.
 - Chandlery building - Additional door request submitted to the New York Historical Preservation Agency – will maximize space.
 - Ready to send out tri-fold.
- Philip Roe House was moved on December 13, 2005. Move only took 2.5 hours – renovations to follow. LISEC now moving forward with plans for boat building shed, which will start sometime in spring.
- Attended award ceremony honoring 2 fireman that went into the harbor to save accident victim
- ZBA – discussed current issues.
- Planning Board – will now be meeting 2x per month – next meeting scheduled for January 12th at 7pm.

Mayor Lee

- Village Center ice-skating rink – 3-year agreement has been signed. Good people running it – doing a nice job.
- Highlander Consultants to do feasibility study of putting a cell tower up at the country club – 5 major carriers will be involved. Public information meeting will be scheduled. If all goes well – tower will provide income/revenue to the Village and will be in place by opening of next golf season.

- Managed parking – I encourage this to move forward.
- Finance of the Village – Majority of my time has been spent reviewing finances and different ideas are being explored on how to generate revenue – we are getting close to making some final decisions.

- Floor open for comments:

Carol Acker: Questioned whether the Village Board of Trustees should get a financial breakdown from the Dickens festival before they decide on the continuance of the festival.

Lorraine Steiner: Requested that a “resident only” skate time be put in place at the skating rink.

Trustee Faulknor: We will look into it.

Barbara Schroeder: What percentage of the profit does the Village receive from the skating rink?

Trustee Faulknor: 25%.

Maury Hirschhorn: (resident of Centereach) Questions regarding proposed cell tower at country club.

Trustee Faulknor: A public information session will be held.

Shirley Leonard: Garbage on Spring Street and Article 78 filed by owner of property behind her.

Trustee Faulknor: Will address garbage issue.

Trustee Ransome: The Village will defend against Article 78.

Marge Ehrensen: Questioned bond fees for housing construction and proposed revisions to code.

Marge Tumilowicz: Asked about skating rink revenue and commented that skating rink is doing well.

Trustee Faulknor: There is no “quiet” time – things are going very well.

Marge Tumilowicz: Thanked the Board – skating rink feedback is very positive.

Valerie Schoeder: Commented on machinery (for ice) operating 24-hours a day, music is constant and parking is an issue.

Trustee Faulknor: Issues are being addressed.

Trustee Ransome: An additional 70 parking spaces have been configured.

Dave Forgione: Had an ice skating party that was a great success – village center and skating staff were wonderful.

Marge McCuen: Questioned possible ferry expansion to New Haven.

Trustee Ransome: Responded that there is no future expansion proposal to expand to New Haven and that the Ferry Coalition recommendation was - no expansion.

Marge McCuen: Status of Broadwater?

Board: Nothing further has been heard – Trustee Harty stated that they are pursuing at a state and federal level.

Marge McCuen: proposed cell tower at the country club – How did this start?

Mayor Lee: It came from a solicitation from the cell tower company.

Michael Mahan: Thanked Bob Juliano for helping with issue regarding neighbor’s garbage. Asked how a resident find out about a change to the Village Code.

Trustee Faulknor: Explained the process.

Doug Doxie: Questioned snow emergency road and issue with cars parking in the street.

Trustee Ransome: Explained that snow emergency must be declared before it is enforced and if parking is a safety issue residents should sign a petition and submit it to the Board for review.

Trustee Harty: Suggested possible solution would be prohibiting overnight parking.

Motion by Trustee Ransome, second by Trustee Britt, to close the public comment portion of the meeting at 8:55pm. Motion approved: 5-0.

Business Meeting

- Review and approve January 2006 calendar.

Motion by Trustee Ransome, second by Trustee Britt, to approve the January 2006 calendar as amended. Motion approved: 5-0.

- Review and approved Minutes of December 19, 2005 as amended.

Motion by Trustee Britt, second by Trustee Ransome, to approve the Minutes of December 19, 2005 as amended. Motion approved: 5-0.

Voucher

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

FUND	WARRANT	AMOUNT	DATE
General (A)	16	\$222,313.49	01/09/06
PJCC (CR)	16	\$ 17,985.65	01/09/06
Trust (T)	13	\$ 28,321.68	01/09/06
Capital (H)	12	\$ 13,000.00	01/09/06
Capital (H)	13	\$ 50,281.15	01/09/06

Motion by Trustee Britt, second by Trustee Ransome to approve the Warrants as presented by Treasurer Javitz. Motion approved: 5-0.

- Treasurer Diane Javitz is recommending the following budget transfers

From Account	Amount	To Account
A1130.10 Justice Court FT	\$6,500.00	A1130.13 Justice Court OT
CR7989.12 PJCC PT	\$12,959.00	CR7989.48 PJCC Starters
CR1990.40Contingency	\$1,000.00	CR7989.14 Public Works DT

Motion by Trustee Faulknor, second by Trustee Britt, to approve the Budget Transfers as recommended by Treasurer Diane Javitz. Motion approved: 5-0.

- Treasurer Diane Javitz has received \$50,000.00 from NYS as reimbursement for the Village Shipyard Building and needs to be receipted as follows.

Increase Revenue H4097 – General Support Capital Grants \$50,000.00
 Increase Appropriations H8997.57 – Shipyard Building \$50,000.00

Motion by Trustee Harty, second by Trustee Ransome, to approve the proposed appropriation of \$50,000.00 received from NYS as reimbursement for the Village Shipyard Building. Motion approved: 5-0.

Trustee Britt

- Snow removal contract – Agreement with Holmes Irrigation.
Motion by Trustee Britt, second by Trustee Ransome to authorize Mayor Lee to enter into agreement with Holmes Irrigation to conduct a pilot snow removal from the sidewalks in the business district at a cost not to exceed \$10,000.00 to the Village and BID (pending Mayor Lee’s review and approval. Motion approved: 5-0.
- Highway – Assistant Labor Crew Leader position to be posted.

Trustee Ransome

- Village Engineer Kevin Koubek is recommending the hiring of Anthony Bertolotti (currently employed as a part time Building Inspector) as a full time Zoning and Building Inspector at an annual salary of \$27,500.00, effective December 30, 2005.
Motion by Trustee Ransome, second by Trustee Britt to hire Anthony Bertolotti as a full time Zoning and Building Inspector at an annual salary of \$27,500.00, effective December 30, 2005.
- Dickens Festival – Board discussed letter from the Dickens Committee recommending the approval of the following:
 - That the Village continues to sponsor this festival under the auspice of Economic Development with a budget line of \$10,000.00.
 - That the Village administration appoints a Trustee as Liaison to the Chairs of the festival as a standing annual operational procedure.
 - That the Mayor and Board approve and authorize the Chairs for the festival.
 - That the Village appoints by resolution the Greater Port Jefferson Arts Council to manage the festival. The Council, in conjunction with the Chairs, will have the following responsibilities:
 - To act as clearing house for all money.
 - To maintain all records on a database.
 - To advertise and promote the festival.
 - To provide reports as requested with final financial report by March 1, 2006.
 - To keep all surplus money in a designated and separate Dickens account.
 - Village sponsorship would include:
 - Support from the Highway, Code, and Recreation Departments as needed.
 - Insurance.
 - Use of the Port Jefferson Village Center with the standard rental fees.
 - The Dickens Committee is responsible for fundraising and management of the Festival.

Motion by Trustee Ransome, second by Trustee Britt to approve the Dickens Committee proposal. Motion approved: Ayes 4 (Trustees Britt, Faulknor, Harty and Ransome) Opposed: 1 (Mayor Lee)

New Business

- Letter from the Port Jefferson Fire Department requesting the use of the golf course for their annual Frank D. Cassidy Memorial Golf Classic on Thursday, May 17, 2007 with a rain date of May 24, 2007.
Motion by Trustee Ransome, second by Trustee Faulknor, to approve the request of the Port Jefferson Fire Department for the use of the golf course for their annual Frank D. Cassidy Memorial Golf Classic on Thursday, May 17, 2007 with a rain date of May 24, 2007. Approved: 5-0.

- Michael Schwarting has received funds from the Village and the BID to conduct a parking study through out the village; He wishes to present his findings to the Village Board of Trustees and Mayor as well as the BID, Chamber, Civic and Historical Society on February 27, 2006.
Motion by Trustee Harty, second by Faulknor, to set a Public Information Meeting of February 27, 2006 to discuss and present a parking plan developed by Michael Schwarting. Motion approved: 5-0.
- Administrator Juliano is recommending the hiring of Catherine Koehler as p/t clerk typist at a salary of \$12.50 per hour, effective January 3, 2006.
Motion by Trustee Harty, second by Trustee Ransome, to hire Catherine Koehler as p/t clerk typist at a salary of \$12.50 per hour, effective January 3, 2006. Motion approved: 5-0.
- A letter from Igor Bilewich, attorney for Lombardi Caterers Inc. requesting the permanent closure of the restaurant on Mondays and the temporary closure of the restaurant on Tuesdays from January through March.
Board of Trustees discussed letter and concluded that the contract agreement should be followed.
- An RFP needs to be written and distributed for the development of the Work Area at the Port Jefferson Country Club at Harbor Hills.
Motion by Trustee Faulknor, second by Trustee Harty, to solicit requests for an RFP for the purposes of architectural services for the renovation and/or replacement of the maintenance buildings at the Port Jefferson Country Club at Harbor Hills site. Such service shall include the design and construction documents needed to obtain bids for constructions and construction implementation. Motion approved: 5-0.
- Director of Parks and Recreation Ron Carlson is recommending the hiring of Allison Schombs (start date 1/3/06) and Frank Ready (start date 1/29/06) as part time building managers for the Village Center at \$13.00 per hour.
Motion by Trustee Faulknor, second by Trustee Britt to hire Allison Schombs (start date 1/3/06) and Frank Ready (start date 1/29/06) as part time building managers for the Village Center at \$13.00 per hour. Motion approved: 5-0.

Old Business

- Port Jefferson Volunteer Ambulance - Re: Retirement Program
- Code Changes - **New Schedule to be developed and distributed.**
- 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

Executive Session

Motion by Trustee Ransome, second by Trustee Britt to go into executive session at 10:45pm to discuss country club personnel issues. Motion approved: 5-0.

Motion by Trustee Harty, second by Trustee Faulknor, to come out of Executive Session at 11:20pm. Motion approved: 5-0.

Motion by Trustee Faulknor, second by Trustee Ransome to approve decision that contractual employees of the Village are no longer eligible for a health benefits package and will be compensated monetarily in accordance with the Village cost of the benefits package. Motion approved: 5-0.

Adjourn

Motion by Trustee Britt, second by Trustee Harty to adjourn the meeting at 11:30pm. Motion approved: 5-0.

Respectfully submitted,

Lynda Howell
Deputy Clerk
Minutes 010906