



**Minutes  
Business Meeting  
May 21, 2007**

---

1. Approved: Minutes of April 23, 2007 as amended (pending review by Trustee Erland).
2. Approved: Hire Lee Brett as a part time Fire Marshal at \$20.00/ hour.
3. Approved: Make Laborer Brad Hess a permanent employee
4. Approved: Hire Gerald Blumberg as a code enforcement officer at \$14.50/hr., effective May 24, 2007.
5. Approved: Hire Robert Gallagher as a guard at \$12.00/hr., effective May 24, 2007.
6. Approved: Promotion of William Stevens and Michael Maklary to from student interns to Parking Meter Officers with an increase in salary from \$8.00/hr. to \$10.00/hr., effective June 1, 2007.
7. Approved: Mayor's designation of Kevin Koubek as Chief Fire Marshal for the Village of Port Jefferson. Mr. Koubek will assume these duties at no additional salary.
8. Approved: Mayor's designation of Kevin Koubek as Chief Fire Marshal for the Village of Port Jefferson. Mr. Koubek will assume these duties at no additional salary.
9. Approved: Low bid of \$23,995.00 presented by Case Tractor for the purchase of the Parks case tractor.
10. Approved: Hire Timothy Adryan as a grounds crew laborer for the country club at \$11.50/hr., effective May 3, 2007.
11. Approved: Hire Village Hall student interns.
12. Approved: Hire Kaitlyn McPartland as a golf recreation aide at \$7.15/hr., effective May 7, 2007 and Stacey Nassauer as a tennis shop recreation aide at \$8.00 per hour, effective April 28, 2007.
13. Approved: Hire the 2007 Parks and Recreation seasonal employees.
14. Approved: Domenicos' request for a seasonal outdoor dining permit for 8 tables of 2.
15. Approved: Set the public hearing for an amendment to the code for Cluster Housing for June 25, 2007.
16. Approved: Request that the Port Jefferson Village Post Office resume their former hours of 9am to 5pm.
17. Approved: Warrants as presented by Treasurer Pearce.
18. Approved: Authorize the Treasurer Don Pearce to finance the purchase of the Village Bus at a purchase price of \$60,000.00.
19. Approved: Go into executive session at 8:30pm to discuss a personnel issue at the PJCC.
20. Approved: Come out of executive session at 9:20pm.

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

**Absent:** Trustee Erland  
Village Attorney Johs

6PM Work Session – Amendment to Village Code – Cluster Housing.

**Business Meeting**

- Approve the Minutes of April 23, 2007.  
**Motion by Trustee Faulknor, second by Trustee Harty, to approve the Minutes of April 23, 2007 as amended (pending review by Trustee Erland). Motion approved: 4-0.**

**Board Member Reports**

**Trustee Faulknor**

- Village show mobile – request from parks to keep show mobile in park for the season. Board consensus is no – bring to park as needed and return to Highway Dept for storage.

- Library parking issue – several library employees reside outside of Brookhaven Town. Board suggests Library should use their current parking spots to accommodate the needs of their employees.
- Storm drain stenciling – 6<sup>th</sup> graders presented a power point presentation detailing their efforts to stencil the Village storm drains. They did a great job!
- Village Center Archives - Ken Brady received \$15,000.00 in funding from Senator LaValle. Total funding to date is \$60,000.00.

### **Trustee Harty**

- Meadow Pedestrian Parking Lot – Lighting should be in later this week.
- Power Plant – Met with Port Jefferson School District and LIPA Chairman Kessel – should receive a letter addressing community concerns shortly.
- Trolley – Awaiting information on grants for potential funding for operating costs. Will have answers at next meeting.
- Broadwater - LIPA study should be available by end of June.
- Village Engineer Kevin Koubek is recommending the hiring of Lee Brett as a part time Fire Marshal at \$20.00/ hour.  
**Motion by Trustee Harty, second by Trustee Ransome, to approve the request of Village Engineer Kevin Koubek and hire Lee Brett as a part time Fire Marshal at \$20.00/ hour. Motion approved: 4-0.**
- Laborer Brad Hess has successfully passed his probation period and Highway Superintendent Steve Gallagher is recommending him for permanent employment.  
**Motion by Trustee Harty, second by Trustee Ransome, to make Laborer Brad Hess a permanent employee. Motion approved: 4-0.**
- Code Enforcement Chief Wally Tomaszewski is recommending the hiring of Gerald Blumberg as a code enforcement officer at \$14.50/hr., effective May 24, 2007.  
**Motion by Trustee Harty, second by Trustee Faulknor to approve the hiring of Gerald Blumberg as a code enforcement officer at \$14.50/hr., effective May 24, 2007. Motion approved: 4-0**
- Code Enforcement Chief Wally Tomaszewski is recommending the hiring of Robert Gallagher as a guard at \$12.00/hr., effective May 24, 2007.  
**Motion by Trustee Harty, second by Trustee Ransome to approve the hiring of Robert Gallagher as a guard at \$12.00/hr., effective May 24, 2007. Motion approved: 4-0.**
- Promotion of Interns - Code Enforcement Chief Wally Tomaszewski is recommending the promotion of William Stevens and Michael Maklary to from student interns to Parking Meter Officers with an increase in salary from \$8.00/hr. to \$10.00/hr., effective June 1, 2007.  
**Motion by Trustee Harty, second by Trustee Faulknor to approve the promotion of William Stevens and Michael Maklary to from student interns to Parking Meter Officers with an increase in salary from \$8.00/hr. to \$10.00/hr., effective June 1, 2007. Motion approved: 4-0.**

### **Trustee Ransome**

- Philips Roe House – Received letter from Councilman Engelbright - \$60,000.00 in grant money available for Philips Roe House.
- Children’s Maritime Museum – Sunday’s preview at the Village Center was great, Senator LaValle was present and gave \$25,000.00 in state funding.
- East Broadway Traffic Calming Project – Finalizing everything. RFP to be put together – anticipating a Fall start.
- Barnum Avenue Traffic Calming Project - \$50,000.00 in funding still outstanding – Village Engineer Kevin Koubek to do a walkthrough. Working with Treasurer Pearce to collect funds from the state. Traffic calming study is forthcoming.
- Chandlery Building update – RFP for windows and doors – \$50,000.00 in funds available from Senator LaValle.
- Long Island ferry coalition – next meeting scheduled for June 5<sup>th</sup> at the Village Center at 7:30pm.

**Mayor Lee**

- Meadow Pedestrian Parking Lot – Lighting delay is fault of sub-contractor, not Laser Industries.
- Metered Parking – Enforcement will be from 10am – 10pm. Pamphlet is ready and will go out with the Village tax bills. Information will also be on our website. A program entitled “parking partners” offering tokens that can be purchased by the business owners at a 20% discount (\$100 minimum purchase) will be available to our merchants who wish to participate.
- Designate Kevin Koubek as Chief Fire Marshal for the Village of Port Jefferson  
**Motion by Mayor Lee, second by Trustee Faulknor, to approve the Mayor's designation of Kevin Koubek as Chief Fire Marshal for the Village of Port Jefferson. Mr. Koubek will assume these duties at no additional salary. Motion approved: 4-0.**
- Port Jefferson CCMAC reappointment of James Coen for a three-year term to expire June 2009 and Angelo Castelano for a three-year term to expire June 2010.  
**Motion by Trustee Harty, second by Trustee Faulknor, to approve the Mayor's appointment to the CCMAC of James Coen for a three-year term to expire June 2009 and Angelo Castelano for a three-year term to expire June 2010. Motion approved: 4-0.**
- Director of Parks and Recreation Ron Carlson recommends the appointment of Andrew Sullivan to a current vacancy on the Parks and Recreation Committee.  
**Motion by Trustee Faulnor, second by Trustee Ransome to approve the appointment of Andrew Sullivan to the Parks and Recreation Committee. Motion approved: 4-0.**

**Village Administrator Juliano**

- Bid Opening – Tractor  
**Motion by Trustee Faulknor, second by Trustee Harty to approved the low bid of \$23,995.00 presented by Case Tractor for the purchase of the Parks Case tractor. Motion approved: 4-0.**
- Country Club Laborer - Greens Keeper Jim Krause is recommending the hiring of Timothy Adryan as a grounds crew laborer for the country club at \$11.50/hr., effective May 3, 2007.  
**Motion by Trustee Trustee Faulknor, second by Trustee Harty to hire Timothy Adryan as a grounds crew laborer for the country club at \$11.50/hr., effective May 3, 2007. Motion approved: 4-0.**
- Student Interns – Village Administrator Juliano is recommending the hiring of the following student interns:

Name	Location	Salary	Date
Dan Bell	Clerk's Office	\$ 9.75	5/21/07
Jenna Boehm	Clerk's Office	\$ 9.50	5/21/07
Kevin Koehler	Treasurer's Office	\$ 9.50	5/21/07
Brianna Fordham	Country Club Office	\$ 9.00	5/14/07

**Motion by Trustee Harty, second by Trustee Faulknor to hire the above listed student interns. Motion approved: 4-0.**

- Seasonal Recreation Aide – Golf Pro Jeff Lollo is recommending the hiring of Kaitlyn McPartland as a golf recreation aide at \$7.15/hr., effective 5/12/07 and Stacey Nassauer as a tennis shop recreation aide at \$8.00 per hour, effective April 28, 2007.  
**Motion by Trustee Faulknor, second by Trustee Harty to hire Kaitlyn McPartland as a golf recreation aide at \$7.15/hr., effective May 7, 2007 and Stacey Nassauer as a tennis shop recreation aide at \$8.00 per hour, effective April 28, 2007. Motion approved: 4-0.**

- Parks and Recreation Director Ron Carlson is recommending the hiring of the following seasonal employees, effective May 14, 2007:

Name	Position	07 Wage
Juliano, Stephen	Office Assistant	\$10.25
Breuing, Kyle	Park Attendant	\$8.50
Wilson, Bryan	Park Attendant	\$8.50
Meehan, Thomas	Beach Manager	\$15.50
Sullivan, Elizabeth	Beach Manager	\$15.00
Baynes, Nora	Beach Attendant	\$7.50



<b>General (A)</b>	<b>\$ 174,022.20</b>	<b>5/21/07</b>
<b>PJCC (CR)</b>	<b>\$ 77,466.73</b>	<b>5/21/07</b>
<b>Trust (T)</b>	<b>\$ 5,554.00</b>	<b>5/21/07</b>
<b>Capital (H)</b>	<b>\$ 226,644.51</b>	<b>5/21/07</b>

**HIGHLIGHTS**

**General Fund**

Welsbach Electric – \$9,828.00 electrical work throughout the village

Lipa – \$6,545.45 utilities

Lipa2 - \$8,526.49 Street lights/pole rental

Metro fuel - \$11,931.12

Ram Industrial - \$4,706.67 truck maintenance/repairs

Ramp Transportation - \$10,000 down payment for Senior Bus

Industrial Refrigeration - \$18,233.00 skating rink repairs from damage

OCE - \$14,656.00 Building dept. scanner and printer

**PJCC**

Unemployment payment - \$30,771.12

**Capital**

Laser Industries - \$219,806.97 Meadow Parking lot improvements

**Motion by Trustee Ransome, second by Trustee Faulknor to approve the Warrants as presented by Treasurer Pearce. Motion approved: 4-0.**

- The village has the opportunity to finance the purchase of a bus for use by Parks and Recreation.

**Motion by Trustee Harty, second by Trustee Ransome to authorize the Treasurer Don Pearce to finance the purchase of the Village Bus at a purchase price of \$60,000.00. Motion approved: 4-0.**

**Executive Session**

**Motion by Trustee Harty, second by Trustee Faulknor, to go into executive session at 8:30pm to discuss a personnel issue at the PJCC.**

**Motion approved: 4-0.**

**Motion by Trustee Faulknor, second by Trustee Harty, to come out of executive session at 9:20pm. Motion approved: 4-0.**

**Adjourn**

**Motion by Trustee Faulknor, second by Trustee Ransome to adjourn the meeting at 9:21pm. Motion approved: 4-0.**

Respectfully submitted,

Lynda Howell  
Deputy Clerk