



**Minutes**  
**Public/ Business/ Organizational Meeting**  
**July 12, 2010**

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1. Approved: Close the Public Forum portion of the meeting at 7:50PM.
2. Approved: Go into executive session at 8pm to discuss personnel issues.
3. Approved: Come out of executive session at 9:45
4. Approved: Accept the settlement offer as agreed upon by all parties concerned regarding Highway employee Mathew Wilson.
5. Approved: Hire human resource consultants EP Advisors for a needs evaluation to be conducted in Village Hall at a cost of \$3,600.00.
6. Approved: Payment of up to \$4,000.00 for completion of the site plan for the Port Jefferson Country Club maintenance yard
7. Approved: Mayors appointments, resolutions and policies as amended.
8. Approved: The adoption of a PJCC grievance process as revised by Village Attorney Barry Warren.
9. Approved: PJCC Student Rate allowing fully matriculated college student membership – students must be 25 years of age and under.
10. Approved: Purchasing of an “Erosion Blanket” to be placed at East Beach for a cost not to exceed \$2,000.00.
11. Approved: Appoint Alison LaPointe as the chairperson of the Zoning Board of Appeals.
12. Approved: Appoint Tracey Stapleton as a New Member of the Zoning Board of Appeals replacing Lee Rosner, for a term expiring December 2010.
13. Approved: Appoint Llewellyn Johnson as alternate member to the Planning Board.
14. Approved: Metered parking time limits of 10am – 10pm 7 days per week. All other recommendations and changes will be implemented and established when parking meters are reactivated.
15. Approved: Unless the Lombardi’s consent to give access for the purpose of the installation of a cell antenna by August 1, 2010, the Village Attorney is authorized to bring legal action to obtain said access.
16. Approved: Request of Village Parking Administrator Kevin Bates to attend Metric Meter Parking Training on July 28 & 29 at a cost of \$150.00 for the class and \$123.00 for Hotel stay in Mount Laurel NJ pending review of the agenda.
17. Approved: Request of United Communities Against Drugs for a candlelight vigil at the Marina Parking Lot, August 1, 2010 provided permission is granted from the Town of Brookhaven, as the Parking Lot is Brookhaven Property.
18. Approved: Request of Stony Brook School Summer Program for permission to drop off and pick-up of summer program participants at the Village Dinghy Dock; 9-10 am and 2-2:45 pm Monday to Friday.
19. Approved: The warrants as presented.
20. Approved: Go into executive session at 11:47pm to discuss settlement of litigation matter
21. Approved: Come out of executive session at 12:20am (Trustee Snyder left at 12:10am)
22. Approve: Adjourn the meeting at 12:21am

**PRESENT:** Mayor Garant  
Trustees Burke (left at 11:47pm), Kessel, Rosner and Snyder  
Administrator/Clerk Juliano  
Deputy Clerk Howell  
Village Attorney Warren  
Treasurer Pearce

**Meeting was transcribed by a court stenographer and available for viewing at Village Hall.**

**RESOLUTIONS**

**Public Forum** - Floor open for General Comments

**Motion by Trustee Kessel, second by Trustee Rosner, to close the Public Forum portion of the meeting at 7:50PM. Motion approved: 5-0.**

**Business Meeting**

**Executive Session**

**Motion by Mayor Garant, second by Trustee Snyder, to go into executive session at 8pm to discuss personnel issues. Motion approved: 5-0.**

**Motion by Mayor Garant, second by Trustee Kessel, to come out of executive session at 9:45. Motion approved: 5-0.**

**Motion by Mayor Garant, second by Trustee Kessel, to accept the settlement offer as agreed upon by all parties concerned regarding Highway employee Mathew Wilson. Motion approved: 5-0.**

**Motion by Mayor Garant, second by Trustee Snyder, to hire human resource consultants EP Advisors for a needs evaluation to be conducted in Village Hall at a cost of \$3,600.00. Motion approved: 5-0.**

**Motion by Trustee Rosner, second by Trustee Kessel, to approve the payment of up to \$4,000.00 for completion of the site plan for the Port Jefferson Country Club maintenance yard. Motion approved: 5-0.**

## **Organizational Meeting Appointments 2010**

Deputy Mayor:	Trustee Kessel
Commissioner of Finance:	Mayor Garant
Commissioner of Public Works:	Trustee Snyder
Commissioner of Public Safety (Code & Court):	Mayor Garant
Public Safety Advisory Committee Liaison:	Trustee Burke
Planning Board Liaison:	Trustee Rosner
Zoning Board Liaison:	Trustee Burke
Architectural Review Committee Liaison:	Trustee Kessel
Administration and Employee Liaison:	Trustee Kessel
Parks & Recreation Advisory Council Liaison:	Trustee Kessel
PJ Harbor Arts & Education Conservancy:	Trustee Kessel
Port Jefferson Harbor Commissioner:	Harry Faulknor
PJCC Management Advisory Com. Liaison:	Trustee Snyder / Trustee Rosner
Village Board Member to B.I.D.:	Trustee Rosner
Conservation Advisory Committee Liaison:	Trustee Snyder
Children's Maritime Museum Liaison:	
Green Energy Task Force Committee:	Trustee Snyder
Mill Creek Grant Liaison:	Mayor Garant
Economic Development Liaison:	Mayor Garant
Town of Brookhaven Liaison:	Trustee Burke
CPC:	Trustee Burke
LIPA Liaison:	Mayor Garant
Parking Liaison:	Mayor Garant
PJCC/ Clod Storage Building Project:	Trustee Rosner

- **Special Meeting Notice Regulation** If needed, the Mayor shall call a special meeting of the Board of Trustees of the Village of Port Jefferson. Upon such determination, the Village Clerk is directed to attempt to contact and notify, by all possible means, all members of the Village Board as well as the Village Official Newspaper of the date, time and location of any special meeting. Special meeting notice shall also be posted.
- **Mileage reimbursement** \$0.50 per mile (IRS standard rate as of June 2010) for employees using personal vehicles for Village related activities.
- **Attendance of schools and conferences** Pursuant to General Municipal Law § 77-b, municipal officials and employees may attend schools, conferences, and seminars conducted for the benefit of the local government. The following resolution must be adopted:

“**WHEREAS** there is to be held during the coming official year a) the New York State Conference of Mayors Annual Meeting and Training School; b) the New York State Conference of Mayors and Fall Training School for Fiscal Officers and Municipal Clerks; c) the New York State Conference of Mayors Public Works School, d) Suffolk County Village Officials Meetings, e) Long Island Village Clerks and Treasurers Association Meetings; e) Government Finance Officers Association, f) etc.; and

**WHEREAS** attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefits the municipality;

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the following officers and employees are authorized to attend the following schools: Mayor, Trustees, Clerk, Deputy Clerk, Treasurer, Deputy Treasurer, Village Engineer, Village Planner, Village Highway Superintendent (all other officers/employees must request and obtain permission from the Village Board of Trustees before attendance)

**Section 2.** That this resolution is effective immediately.”

- **Designation of Official Depositories:** Pursuant to Village Law § 4-412(3)(2), the board of trustees must designate, by resolution, banks in which the treasurer, court clerk, clerk and others who are designated and appointed as village receivers may deposit village moneys received by them.

“**WHEREAS** the board of trustees has determined that Village Law § 4-412(3)(2) requires the designation of banks or trust companies for the deposit of all village monies;

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the board of trustees designates the following institutions as depositories of all moneys received by the village treasurer, court clerk, clerk and receiver of taxes. **Citibank, Capital One Bank,**

State Bank of Long Island, Suffolk County National Bank of NY, Chase Bank, Municipal Investors Service Corp. (MBIA), Empire Bank, TD/Commerce Bank  
**Section 2.** That this resolution is effective immediately.”

- Next Village Organizational Meeting shall be the first business Monday of July; July 11, 2011 - 7:00 pm.  
**Motion by Mayor Garant, second by Trustee Rosner, to approve the Mayors appointments, resolutions and policies as amended. Motion approved: 5-0.**
- PJCC - Adoption of Grievance Process  
**Motion by Mayor Garant, second by Trustee Rosner, to approve the adoption of a PJCC grievance process as revised by Village Attorney Barry Warren. Motion approved: 5-0.**
- College Student Membership at PJCC  
**Motion by Trustee Rosner, second by Trustee Burke to approve a PJCC Student Rate allowing fully matriculated college student membership – students must be 25 years of age and under. Motion approved: 5-0.**
- Board to approve: Erosion Blanket cost up to \$2,000.00  
**Motion by Mayor Garant second by Trustee Burke to approve the purchasing of an “Erosion Blanket” to be placed at East Beach for a cost not to exceed \$2,000.00. Motion approved: 5-0.**
- Zoning Board – Chairperson  
**Motion by Mayor Garant second by Trustee Burke, to appoint Alison LaPointe as the chairperson of the Zoning Board of Appeals. Motion approved: 5-0.**
- Zoning Board – New Appointment  
**Motion by Mayor Garant second by Trustee Burke, to appoint Tracey Stapleton as a New Member of the Zoning Board of Appeals replacing Lee Rosner, for a term expiring December 2010. Motion approved: 5-0.**
- Planning Board - new alternate member  
**Motion by Mayor Garant second by Trustee Kessel, to appoint Llewellyn Johnson as alternate member to the Planning Board. Motion approved: 5-0.**
- Parking Regulations  
**Motion by Mayor Garant, second by Trustee Snyder, for metered parking time limits of 10am – 10pm 7 days per week. All other recommendations and changes will be implemented and established when parking meters are reactivated. Motion approved: 5-0.**
- Installation of a cell antenna at the PJCC  
**Motion by Mayor Garant, second by Trustee Rosner, unless the Lombardi’s consent to give access for the purpose of the installation of a cell antenna by August 1, 2010, the Village Attorney is authorized to bring legal action to obtain said access. Motion approved: 5-0.**
- Village Parking Administrator Kevin Bates is requesting permission to attend Metric Meter Parking Training on July 28 &29. Cost would be \$150.00 for the class and \$123.00 for Hotel stay in Mount Laurel NJ.  
**Motion by Mayor Garant, second by Trustee Kessel, to approve the request of Village Parking Administrator Kevin Bates to attend Metric Meter Parking Training on July 28 &29 at a cost of \$150.00 for the class and \$123.00 for Hotel stay in Mount Laurel NJ pending review of the agenda. Motion approved: 5-0.**
- Request from United Communities Against Drugs for a candlelight vigil at the Marina Parking Lot, August 1, 2010.  
**Motion by Mayor Garant, second by Trustee Snyder, to approve the request of United Communities Against Drugs for a candlelight vigil at the Marina Parking Lot, August 1, 2010 provided permission is granted from the Town of Brookhaven, as the Parking Lot is Brookhaven Property. Motion approved: 5-0.**
- The Stony Brook School Summer Program is requesting permission to drop off and pick-up of summer program participants at the Village Dinghy Dock; 9-10 am and 2-2:45 pm Monday to Friday.  
**Motion by Trustee Burke, second by Trustee Rosner, to approve the request of Stony Brook School Summer Program for permission to drop off and pick-up of summer program participants at the Village Dinghy Dock; 9-10 am and 2-2:45 pm Monday to Friday. Motion approved: 5-0.**

Voucher/ Treasurer  
Warrants

FUND	AMOUNT	DATE	CHECK
General (A) 5C	\$ 6,160.72	07/08/10	019045-019052
General (A) 6N	\$ 154,452.97	07/12/10	019053-019150
PJCC (CR) 5C	\$ 2,562.46	07/08/10	004913-004918
PJCC (CR) 6N	\$ 10,660.04	07/12/10	004919-004941
Trust (T)	\$ 2,014.95	07/12/2010	001218-001220
Capital (H)	\$ 92,301.24	07/12/2010	000728-000735

**Motion by Mayor Garant, second by Trustee Kessel, to approve the warrants as presented. Motion approved: 5-0.**

**Executive Session**

**Motion by Mayor Garant, second by Trustee Snyder, to go into executive session at 11:47pm to discuss settlement of litigation matter (Trustee Burke excused). Motion approved 4-0.**

**Motion by Mayor Garant, second by Trustee Kessel, to come out of executive session at 12:20am (Trustee Snyder left at 12:10am) Motion approved: 3-0.**

**Adjourn**

**Motion by Trustee Rosner, second by Trustee Kessel, to adjourn the meeting at 12:21am. Motion approved: 3-0.**

**Respectfully submitted,**

**Robert Juliano,  
Administrator/Clerk**