

**VILLAGE OF SHOREHAM
BOX 389
SHOREHAM, NEW YORK 11786**

REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE INCORPORATED VILLAGE OF SHOREHAM HELD IN THE VILLAGE HALL, 80 WOODVILLE ROAD, SHOREHAM, NY ON SEPTEMBER 11, 2018 AT 7:30 O'CLOCK PM.

PRESENT:

Brian C. Vail	MAYOR
Leonard Emma	DEPUTY MAYOR - Not present
Mariann Coogan	TRUSTEE
Sherry Neff	TRUSTEE
(To be Appointed)	TRUSTEE
Cathy Donahue Spier	CLERK/TREASURER

Commissioners, Officials and Residents present: Yonda Ashley, Neal Baggett, Laura Baisch, Joanne Blum, John & Lynda Borriello, Michael Brogden, Laurie Clark, Barbara Daddino, Nancy Delagi, Jim & Celeste DeSario, John DeTemple, Ann-Marie Emma, Randy Goat, Roxann Gruenheid, Chris Ionescu, Larry Kogel, Barbara Laurencot, David & Dawn Madigan, Thomas Marcoux, John & Laura Miller, Diana Murphy, BJ Richter, Cathy Silverstein, Kathryn Simos, Steve Walker, Edward Weiss, John Weiss, and others.

OPEN MEETING

Mayor Vail opened the Regular meeting at 7:30 pm

Pledge of Allegiance

Moment of Silence for Sen. John McCain & September 11th

RESIDENTS' COMMENTS:

Mayor Vail requested the residents to please limit their comments to three minutes.

Diana Murphy brought up the "Deer Issue" and thanked Barbara Daddino for starting a discussion in the Village. Diana made two points. She requested more education regarding the proposed methods of deer regulation so residents can make an informed decision and suggested the way to accomplish that would be to hold a public forum. She stated that some of the proposed methods go against local laws and that the deer don't just stay in our jurisdiction. In addition, she stated several residents do not feel the deer are a major problem and do not support lethal methods of removal. She suggested finding more deer-friendly solutions.

Joanne Blum brought up the problem of Oak Wilt Disease and submitted literature to the Board regarding how to protect the oaks from destructive beetles. She advised the residents present not to trim any branches from their oaks until November when the sap stops running so as not to attract the beetles.

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MINUTES

Motion to approve minutes from the August 14, 2018 monthly Board meeting.

Approved.

(Neff - Vail 3-0)

ADMINISTRATIVE ITEMS / CLERK/TREASURER REPORT

Mayor Vail presented the End of Year fiscal statement, announcing that revenues exceeded expenditures due to unexpected reimbursement of storm expenses from FEMA, lower spending for snow removal than budgeted, and the deferral of some planned capital projects such as the parking lot lighting project. The excess will be carried in the unreserved fund balance and will be appropriated as necessary to fund road work and complete the deferred projects.

Treasurer Spier presented the following motion to amend the budget:

Prior Fiscal Year -

Recreation Area Water & Electric to VH Utilities \$516.00

Capital Projects to Auto Gas, Repair \$414.00

Capital Projects to Beach \$325.00

Current Fiscal Year -

Capital Projects to Tennis Court Repair \$5,600

Capital Projects to Insurance Premium \$2,261

Approved.

(Vail - Coogan 3-0)

APPOINTMENTS

Mayor Vail appointed resident Ed Reilly to the position of Utility & Storm Drain Maintenance Commissioner and resident Stephen Walker to fill the vacant Village Trustee position.

Approved.

(Neff - Vail 3-0)

ABSTRACT APPROVAL

2018003 - \$9,472.97 (8/23 payroll, payroll taxes and utilities)

2018004 - \$7,539.89 (9/6 payroll and utilities)

2018005 - \$140,146.30 (monthly invoices including 2nd half of fire contract)

2018006 - \$54,942.00 (DF Stone Contract less retainage, correct input error on voucher

2018096)

The Board approved payment of the amount of the drainage contract less 10% retainage until performance bond is received. The additional change order work will be approved at next month's meeting. Contract amount \$56,126.34 less retainage is \$50,513.70.

Change work order amount \$12,792 less retainage is \$11,512.80

Approved.

(Vail - Neff 3 - 0)

RESOLUTIONS:

Resolution: Grace Period for Residents with Outstanding Building Permits -Vote postponed until November.

Resolution to adopt a revised Sexual Harassment Prevention Policy and Implement Training

WHEREAS every employer in the State of New York is required under NY Labor Law Section 201-g to adopt a sexual harassment prevention policy, and

WHEREAS the NYS Division of Human Rights has prepared a model sexual harassment prevention policy, a copy of which is annexed, and

WHEREAS the NYS Division of Human Rights has also prepared a model compliant form and a harassment prevention training program, each in form annexed, and

WHEREAS the Village is required to adopt and distribute a policy by October 9, 2019, and

WHEREAS all employees must complete training by January 1, 2019 and annually thereafter

NOW THEREFORE LET IT BE

Resolved,

- 1) that the aforesaid policy is hereby adopted subject to any revisions required by the NYS Division of Human Rights,
- 2) that the Village Clerk shall maintain as public records the policy, complaint form and training program, and
- 3) the Village Clerk shall coordinate each employee's compliance with training requirements prior to January 1, 2019 and annually thereafter.

Motion made by Trustee Coogan, seconded by Trustee Neff Resolution, the resolution was adopted as follows:

Vail – yea

Neff – yea

Coogan - yea

Resolution to Accept Insurance Proposal

WHEREAS the Village of Shoreham insurance policy with Glatfelter Public Practice will expire on September 30, 2018,

WHEREAS the Trustees of the Village of Shoreham have requested renewal quote from Glatfelter for the upcoming 2018-19 years,

WHEREAS on August 4, 2018, Glatfelter provided a renewal quote in the amount of \$26,511.00 for the same insurance coverage/services as the current year.

NOW THEREFORE LET IT BE

Resolved,

- 1) That the Board of Trustees of the Village of Shoreham will accept the 2018 proposal by Glatfelter Public Practice and authorize and direct the treasurer to pay the 2018 premium of \$28,511.00.

Motion made by Mayor Vail, seconded by Trustee Neff, Resolution, the resolution was adopted as follows:

Vail – yea

Neff – yea

Coogan - yea

Resolution to Authorize Court Clerk to Apply for a Justice Court Action Plan Grant

WHEREAS, the Trustees of the Village of Shoreham recognize the necessity to replace the Village Justice Court seats,

WHEREAS, the Trustees of the Village of Shoreham also recognize the need for air-conditioning in the Village Justice Court and for the replacement of the Court's windows and glass doors,

WHEREAS, the Trustees of the Village of Shoreham recognize the need for an electric hand dryer in the bathrooms of the Village Justice Court,

WHEREAS, the current 2018-19 Village budget does not allow for the expenditure of funds for these items,

NOW THEREFORE LET IT BE

Resolved,

- 1) That the Village Court Clerk, Christine Wood, is hereby authorized to apply for and submit a grant(s) to NYS pursuant to the Justice Court Action Plan (JCAP) to obtain a replacement seating, an air conditioner, replacement bathroom windows, replacement glass doors, and bathroom hand dryers necessary for the operation of the Village Justice Court.

Motion made by Mayor Vail, seconded by Trustee Neff, the Resolution was adopted as follows:

Vail – yea

Neff – yea

Coogan - yea

RENTALS/USE OF VILLAGE HALL:

Avidor - Return of \$250 security deposit and \$100 overpayment - wedding reception ED 8/19/18
Kim - ED 10/27/18 LL Free Classical Concert - \$350
Shoreham Garden Club - ED 9/22/18 LL meeting - NC - subject to building being open
Shoreham Garden Club - ED 11/17/18 LL meeting - NC - subject to building being open

The Board also proposed a resolution to amend the Village Hall Use Policy to set a \$100 charity rental fee for the lower level providing that the presence of a steward is not required.

Motion to approve requests and resolution made by Mayor Vail, seconded by Trustee Coogan, the motion was adopted as follows:

*Vail – yea
Neff – yea
Coogan - yea*

Computer Purchase: The Board approved the purchase of a new computer and monitor for the clerk's office for \$1,000 to replace one of the old poorly functioning computers with an undersized monitor. This amount includes the IT set-up.

Approved.
(Vail - Coogan 3 - 0)

REPORTS FROM THE BOARD OF TRUSTEES

REPORT FOR DEPUTY MAYOR LEN EMMA:

Roadwork Update/Drainage & Curb Installation: Public Works Commissioner Larry Kogel reported that the first phase of the project, installation of drainage, was completed. Curbing of certain areas of Briarcliff Road has begun. Once complete, work will commence on Towerhill Rd. The whole project should be complete in the next two and one-half weeks. Curbing additional to the original plans is necessary, but Mr. Kogel stated that the total cost will be close to the original estimate since the Town grouped some expenditures together. The final phase, asphaltting (milling and paving), will take two or three days and the contractor will let residents know when that will occur.

Code Enforcement: Code Commissioner Roxane Gruenheid reported that the Code Officers Fall/Winter schedule commences October 1, 2018.

Deer Committee: Mayor Brian Vail acknowledged the project elicits strong opinions from the public but urged residents to be patient and give the Committee Chair, Barbara Daddino, their support since this is a long process and it is not the mission of the committee to recommend any specific action, but to present a full fact-finding report. Barbara Daddino reported that a significant number of residents responded to the deer survey and she will send an email to residents tallying the results next week.

REPORT FROM TRUSTEE SHERRY NEFF:

Fire District/Fire Department: Trustee Neff reported she is meeting with Suffolk County Legislator Jane Bonner this coming Friday to discuss our plan to join the Rocky Point Fire District.

Landscaping Contract: Trustee Neff reported no landscape proposals were received and that, in the meantime, S & S is willing to work on a month to month basis.

Landscaping Projects: This fall the lower level lawn will be leveled and a railing will be installed.

REPORT FROM TRUSTEE MARIANN COOGAN:

Ongoing Paddle Tennis Improvements & Hard Courts Renovation: Recreation Commissioner BJ Richter reported that the staining and painting of the paddle tennis is finished and the hard courts have been power washed and repaired. The nets were replaced and a new roller was purchased. She is getting an estimate from contractor Frank Stumbo to extend the shed doors for the roller. The remaining issue is the large leak under the road by the entrance to the tennis courts. Trustee Neff will look into it. Treasurer Spier was directed to pay the balance of \$2,500 to Gold Coast Tennis for their work on the hard courts and amend the budget to add \$5,600 to the Tennis Repair line and from the Capital Project line.

Approved.
(Vail - Neff 3 - 0)

Committee for Five Year Improvement Plan:

Village Hall Improvements: Village Hall Maintenance Commissioner Jim DeSario reported the upper level dishwasher is thirty years old and needs to be replaced. He is researching replacements which have a cost range of \$7,500 - \$10,000 but is not ready to make a recommendation yet. The dance floor can probably be refinished and not replaced. However, he recommended that the upper level drapes be replaced.

Court Grant : Improvements to the lower level from the Court Grant will include replacement of the bathroom windows, the glass doors, chairs, the AC in the lower level, and the hand dryers in the bathrooms.

Beach Update: Beach Commissioner John Weiss warned that an autumn hurricane will endanger the boats on the beach and residents should be reminded to move their boats off the beach. Also, by the end of October residents must remove their property from the beach storage racks and boat cage.

REPORT FROM MAYOR BRIAN VAIL

Bridge: Ed Weiss reported that the contractor will survey the bridge to determine exactly how much of the masonry needs to be replaced/repared. Once the bridge engineer reviews the findings, the exact cost of the project will be known and a decision whether or not to acquire the bridge can be made.

Parking Lot Lights: The fixtures for the project have been chosen. The approximate cost is \$12,000 payable on delivery. Treasurer Spier is authorized and directed to pay the vendor for the fixtures upon delivery and inspection. An additional \$2,000 is approved for the purchase of a timer for the lights. Three quotes have been obtained for installation and wiring.

Approved.
(Vail - Neff 3 - 0)

Finalization of Laws: Ed Weiss reported that Chapters 1 to 26 (of 31) of the Village Code have been converted to an editable form. He expects the project will be completed within two weeks.

Handicapped Lift: Steve Walker reported that the Town has reviewed and approved the proposed lift bid and that the project to make the parking lot ADA compliant will be done as part of the current road project.

Village Re-Assessment: We have an assessment database with the square footage of every house.

House Rental Registrations: Rental registration letters have been sent to all homeowners who are renting their homes.

Building Permits / New & Outstanding: Building Commissioner Steve Walker and Deputy Clerk Adrienne Kessel have identified the outstanding permits and are working with residents to close out these items.

Administrative Streamlining: Mayor Vail stated one of his goals is to reduce paper use and make use of more electronic payments.

RESIDENTS' COMMENTS/CONCERNS

Residents' comments and concerns included the following:

- The landscapers should be told not to start work on any property before 8:00 am.
- The rose bushes by the tennis courts are not being watered.
- There should be sensors on the sprinklers so they don't go off in the pouring rain.
- Updates regarding the status of Briarcliff School.
- The Garden Club may have to adjust its meeting times to conform with the time the building is open.
- There was also a discussion of the laws involving converting carriage houses for residential use for family members. Carriage houses have to be registered and inspected and the Village laws governing their legal use follow the same laws as the Town of Brookhaven.

ADJOURNMENT

Motion to adjourn 8:40 PM

Approved.

(Vail - Coogan 3 - 0)

Submitted,

Cathy Donahue Spier

Village Clerk