

**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 NOVEMBER 13, 2018 AT 7:30 O’CLOCK PM.

PRESENT:

Brian C. Vail	MAYOR
Leonard Emma	DEPUTY MAYOR
Mariann Coogan	TRUSTEE
Sherry Neff	TRUSTEE
Stephen Walker	TRUSTEE
Cathy Donahue Spier	CLERK/TREASURER

Commissioners, Officials and Residents present: Joseph Aretz, Vibeke Arnmark, Judy Buyar, Laurie Clark, Barbara Daddino, Jim & Celeste DeSario, John DeTemple, Ann-Marie Emma, Randy Goat, Roxane Gruenheid, Bob Kavanaugh, Deborah Lohman, David Madigan, Laura Miller, Cathy Silverstein, John Weiss, and others.

OPEN MEETING

Mayor Vail opened the Regular meeting at 7:30 pm

Pledge of Allegiance

RESIDENTS' COMMENTS:

Mayor Vail opened the time for residents' comments by acknowledging that sometimes the BOT cannot answer a resident's question immediately and may need more time for a "thoughtful answer" instead of a quick response off the top of the head.

Laura Miller thanked the BOT for considering the letter she read at last month's BOT meeting regarding the new curbing in the village. She appreciates the Board's decision to extend the curbing throughout the village.

Debbie Lohman thanked the Board for suggesting a meeting with Trustees Sherry Neff and Mariann Coogan to view the deer fence on her property. She explained that the eight foot height of the fence is not arbitrary, but regulation height to keep out deer and that the fence is not a permanent structure. Her second letter to the Board explained several of these points and she distributed more copies of that letter for the Board's consideration.

Clerk Spier addressed the Board on behalf of resident Joe Falco who had sent an email request to ask if the Board would consider renting the Village Hall to BNL's Human Resources & Occupational Medicine Clinic for a 2 hour weekday holiday party for 40-50 attendees. The Board declined.

Mayor Vail asked if there were any other resident comments. There were none.

ADMINISTRATIVE ITEMS / CLERK/TREASURER REPORT

LEGAL/LAWS

Hearing I - Proposed Local Law Setting a Fee Schedule

Clerk Spier asked for a motion to close the regular meeting and open the public hearing on the proposed local law enacting a fee schedule.

Approved.

(Neff - Walker 5-0)

Clerk Spier reported that the hearing was properly noticed.

David Madigan asked if this meant that the BOT could raise a fee by resolution of the Board. The answer was yes. This law codifies all building and municipal fees and has been strongly encouraged by the Village attorney. Another resident asked if fines were the same as fees. The answer is no, fines are totally separate and apart from fees.

Clerk Spier asked for a motion to close the public hearing and re-open the regular meeting.

Approved.

(Vail - Walker 5-0)

Clerk Spier put forth Resolution 1 of November 2018 to enact a local law setting a fee schedule.

Approved.

(Neff - Vail 5- 0)

Hearing II – Proposed Local Law Amending Local Law 3 Of 2015, A Local Law Entitled Building Construction/Administration and Enforcement of the New York State Uniform Fire Prevention and Building Code and Energy Conservation Code.

Clerk Spier asked for a motion to close the regular meeting and open the public hearing on an amendment to Local Law 3 of 2015.

Approved.

(Neff - Walker 5-0)

Clerk Spier reported that the hearing was properly noticed.

Trustee Steven Walker explained this amendment deals open building permits that were issued prior to the enactment of Local Law 3 of 2015. Approximately 25% of permits issued in the Village prior to 2015 have not been closed and there is no permit expiration date. Current New York state law, as well as Village law, mandates building permits expire in one year. When a building permit remains open, a residence cannot be sold, mortgaged, or re-mortgaged. As part of the proposed amendment, the Building Inspector will send letters to everyone with an open building permit issued prior to the enactment of Local Law 3 of 2015 advising them of the amendment's 120 day grace period to close out their open permits.

Clerk Spier asked for a motion to close the public hearing and re-open the regular meeting.

Approved.

(Vail - Neff 5-0)

Clerk Spier put forth a Resolution 2 of November 2018 to enact a local law amending Local Law 3 of 2015.

Approved.

(Neff - Walker 5- 0)

Clerk Spier reported that the Village website will post the Village Code with section and chapter numbers inserted during the next month.

MINUTES

Motion to approve minutes from the October 9, 2018 monthly Board meeting.

Approved.

(Vail - Coogan 5-0)

FIRST QUARTER FINANCIAL REPORT

Treasurer Spier presented the First Quarter Financial Report.

The JCAP grant has been denied. We will not go forward with the planned expense for the court improvements. The yearly revenues will be decreased by the amount of the grant. In addition, the planned expenses will be reduced by the same amount.

The handicapped lift will be approximately \$95,000.

The planned revenue source will be as follows:

CBDG Grant \$50,000

2016 JCAP

Grant \$14,000

Drawdown of

Unreserved fund

Balance \$31,000

The expense will come from the capital budget line item.

If we do not go forward with the handicap lift the grants will be returned and the expense will be reduced by the cost of the lift.

Expense line items:

Legal expenses are higher than expected. We may have to transfer money from the reserve account to cover the increase legal expenses.

The following capital projects are being completed this year

- a.) Platform Tennis improvements
- b.) The tennis hard court refurbishment
- c.) Parking Lot Lights
- d.) New dishwashers in the Village Hall
- e.) Refurbishment of the dance hall and bar area
- f.) Handicapped Lift.

g.) Village Lawn Landscaping Project

The cost of the capital items will be paid from the following areas:

- a.) Capital Line Item Account
- b.) Reserve Account
- c.) Street Sign Account

Our reserve account was increased by \$100,000 last year. We will withdraw on a portion of the increased reserve to pay for this year's capital projects.

Roadwork Expense: The roadwork budget for 2018-19 is \$480,000. This line item will be increased to \$495,000. The revenue line for CHIPS will be increased to \$70,000.

BOND REPORT

Treasurer Spier reported that she inquired about obtaining an \$850,000 roadwork bond. She stated that the transactional costs would amount to approximately \$11,500 and can be taken out of bond proceeds. An independent audit and Standard and Poors rating would not be necessary since this was already done in 2015. If the bond has a 13 year maturity date, the annual principal and interest costs would be between \$85,000 - \$100,000. Treasurer Spier reported that according to the Village's municipal financial advisor, the expected interest rate would be approximately 4%. In order to have the bonds ready for auction in the spring, the Village Board would need to adopt a bond resolution at the next board meeting and begin drafting a prospectus. Treasurer Spier will contact bond counsel to apprise him of the Village's intention.

ABSTRACT APPROVAL

2018011 – \$4,750.46 (10/18 payroll & utilities)
2018012 - \$4, 253.60 (11.01 payroll & utilities)
2018013 - \$230,949.00 (invoices received during the month of October)

Approved.
(Emma - Vail 5-0)

RENTALS/USE OF VILLAGE HALL:

Deer Committee Forum - ED 12/2/18 - UL from 1-3pm
Request for BNL to rent upper or lower level for Holiday Party

Approved 12/2/18 Event
Denied BNL request
(Vail – Neff 5-0)

REPORTS FROM THE BOARD OF TRUSTEES

REPORT FOR DEPUTY MAYOR LEN EMMA:

Roadwork Update: The remaining curb work and paving of Ashley and Briarcliff Roads will occur in the spring or autumn of 2019. In 2021, Woodville Road will be paved and curbed and the year after that the parking lot will be paved. There may also be some additional curbing necessary. All the Village roads, except for “The Slopes” area will have been completely redone by 2022.

Code Enforcement: Code Commissioner Roxane Gruenheid reported that the Code Officers have completed 65 incident reports this year, including trespassing and vehicle burglary. She will submit an analysis to the Board. She will also develop a public information campaign to advise residents whether they should call 911 or a code officer for any given incident. The winter code enforcement schedule is being updated.

Deer Committee Progress Report: The Deer Forum is scheduled for Sunday, December 2, 2018 from 1pm-3pm at the Village Hall. Several guest speakers will focus on the issue of deer overabundance and the need for a State-led regional plan. Local and state legislators have been invited to attend. Trustee Len Emma and the Deer Committee have a meeting scheduled Monday, December 10, 2018 with State Senator Ken LaValle, Assemblyman Anthony Palumbo and Assemblyman Fred Thiele, Jr. at Senator LaValle's office.

New Utilities Commissioner: Ed Reilly was appointed two meetings ago and will be in charge of drain maintenance, utilities and bi-annual Right of Way Maintenance. A resident suggested there should be a routine inspection of fire hydrant pressure.

REPORT FROM TRUSTEE SHERRY NEFF:

Rocky Point Fire Department: Trustee Neff reported that she and Mayor Vail are meeting with the Fire Commissioner on Tuesday, November 27, 2018. Clerk Spier reported that the current fire contract expires on 12/31/18. She reported that the fire department has not sent a letter indicating the proposed new contract rate for the upcoming year. She will advise the Board upon its receipt.

Landscaping Projects:

- The detailed drawing of the railing on the north side of the Village Hall has been submitted and will be reviewed by the Building Department and then go to the Aesthetics Committee.

REPORT FROM TRUSTEE MARIANN COOGAN:

BEACH: Beach Commissioner John Weiss reported that he will schedule an annual maintenance visit for the Village tractor and report back to the Board.

VILLAGE HALL:

- The garage has been cleaned and organized.
- Clerk Spier will email Village residents to remind them to remove summer items (beach chairs, boats etc) from Village property as soon as possible.

- Interior Improvements for Jan/Feb 2019: Jim DeSario reported on the status of the dishwasher. The original one is thirty years old. There are four replacement choices:
 - a.) A high temperature dishwasher that runs on 220 volts and heats to 180 costs about \$9500.00.
 - b.) A low temperature machine that runs on 110 volts and sanitizes with a chemical costs about \$4500.00. The chemical costs \$35.00 per year.
 - c.) In addition to a low temperature machine, we could add a second name-brand machine for under the counter in the bar area for about \$3500.00.
 - d.) In addition to a low temperature machine, we could add a second off-brand machine for under the counter in the bar area for about \$2500.00.

The Board chose a low temperature machine which employs a chemical sanitizer for the kitchen and an under the counter dishwasher for the bar area. The expenditure is expected to be made in February or March and the Board intends to utilize \$11,000 of unreserved fund balance for the project.

- The estimate to refurbish the dance floor \$1,935.00. This includes sanding and applying a triple coat high traffic varnish meant for dance floors. The estimated cost for hand re-finishing area is \$400.
- A committee is being formed to develop a five year improvement plan for the Village Hall. The target date is April 2019.
- In July we will be reapplying for the Court Grant to Improve Lower Level of Village Hall:

REPORT FROM TRUSTEE STEPHEN WALKER

- Building Department - House Rental Applications & Permits: A half dozen rental permit applications have been submitted. The building department is reaching out to all residents who are renting their home to ensure that they have obtained a rental permit.
- Planning Board: The Village Attorney is finalizing a draft of a Uniform Planning Board Application.
- Zoning Board of Appeals: The ZBA met on October 22, 2018 to hear 3 matters. One was granted with a written decision to follow and two applications were adjourned until November 22, 2018 for applicants to properly notify residents within 200 ft. of the subject property.
- Handicapped Lift Installation: The Village received 3 bids for the installation of the handicap access lift. The lowest bid was approximately \$90,000 from a local contractor. The bid will not be awarded until all the financing is in place. The funding for the project is to use \$14,000 of grant money awarded by JCAP and \$50,000 from the Town of Brookhaven and County CDBG.

REPORT FROM MAYOR BRIAN VAIL

Mayor Vail announced a Work Session is scheduled for Tuesday December 4, 2018 at 7:30pm at the Village Hall to discuss current year roadwork and other expenditures so that the budget may be amended to properly reflect current activity. Residents may attend but cannot participate.

RESIDENTS' COMMENTS/CONCERNS

There were no further comments.

ADJOURNMENT

Motion to adjourn 8:57 PM

Approved.

(Vail - Neff 5-0)

Submitted,

Cathy Donahue Spier

Village Clerk