

**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 DECEMBER 11, 2018 AT 7:30 O’CLOCK PM.

PRESENT:

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

Commissioners, Officials and Residents present: Joanne Blum, Michael Brogden, Laurie Clark, Michael Coogan, Barbara Daddino, Nancy Delagi, Jim & Celeste DeSario, Ann-Marie Emma, Joe Falco, Mimi Oberdorf, Randy Goat, Roxane Gruenheid, Bob Kavanaugh, Barbara Kullen, John & Laura Miller, B.J. Richter, Cathy Silverstein, Ed Weiss, and others.

OPEN MEETING

Deputy Mayor Emma opened the Regular meeting at 7:30 pm

Pledge of Allegiance

RESIDENTS' COMMENTS:

Deputy Mayor Emma welcomed residents and asked if there were any comments.

Resident M. Coogan began a discussion about installation of the handicap access lift. He thought it would be unsightly and costly, so he was not for it. Resident B. Kullen responded that the lower level is not accessible to people with disabilities and residents who cannot use the stairs deserve to be able to attend meetings and social functions held in the lower level. Resident N. Delagi. suggested moving the BOT meeting upstairs so it would be accessible. The Village Clerk brought up the fact the Justice Court cannot meet upstairs because the bench is stored on the lower level and it weighs about 1500 pounds. Consequently, installation of a lift will facilitate access to the Justice Court meetings as well as BOT meetings and other Village social events.

A resident asked if there were any changes in the garbage pick-up because they haven't taken his yard debris yet. Clerk Spier clarified there have been no changes regarding yard debris pick-up.

Resident J. Falco spoke on behalf of Resident J. Alio who could not attend. There is a large pothole in front of her house that needs filling.

Resident J. Blum asked if there was any news concerning the proposed sale of the old Briarcliff School. Resident M. Oberdorf responded that the school district website has updates and currently the school district is still getting it ready for sale.

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

Deputy Mayor Emma introduced Suffolk County COPE Officer Frank Rasponi. Officer Rasponi reported that there had only been four arrests in Shoreham between September and now and that none had been in Shoreham Village. There were several instances of petit larcenies, mostly all because people left their cars unlocked overnight. Officer Rasponi also mentioned a new app called "Next Door" which is a County affiliated site available this coming January. Next Door will be a forum for community talk and for the Commissioner to announce public messages.

ADMINISTRATIVE ITEMS / CLERK/TREASURER REPORT

MINUTES

Motion to approve minutes from the November 13, 2018 monthly Board meeting.

Approved.

(Emma – Walker 4-0)

FINANCIALS / APPROVAL OF EXPENDITURES / BUDGET ADJUSTMENTS

PAY INCREASES:

Code officers have not had a pay increase for five years. The steward's assistant has not had a pay increase in three years.

Motion to increase each code officers pay 10% and increase the hourly rate of steward's assistant, Elizabeth Ward, from \$15.00 per hour to \$16.50 per hour, both effective as of January 1, 2019.

Approved.

(Emma – Walker 4-0)

Proposed Budget Amendments:

Reduce Revenue

A3100 State Aid - Justice Court \$12,000

Reduce Expenditure

A1990 Capital Projects - \$12,000

Increase - Budget Expense Line

A1620.412 Parking Lot Light Project \$21,000

Reduce - Budget Expense Line

A1990 Capital Projects \$11,000
A8510.43 Street Signs \$10,000

A1620.46 Special Projects/Diswasher \$11,000	A0909 Unreserved Fund Bal. \$11,000
A3410.41 Fire Contract \$10,124	A1989 Contingency \$1,052.00
	A1990 Capital Projects \$9,072
A7140.41 Platform Tennis Ct. Maint. \$2,137	A7140.42 Platform Tennis Ct. Maint \$1,455
	A1990 Capital Projects \$677
	A7140.421 Recreation Water & Elec \$5
A7140.411 Platform Tennis Propane \$196	A7140.421 Recreation Water & Elec \$196
A7140.431 Tennis Ct. Repairs & Exp \$6,999	A7140.44 Contingency \$2,000
	A1990 Capital Projects \$3,730
	A7140.423 Recreation Repairs/Equip \$1,269

ABSTRACT APPROVAL

2018014 - \$4,186.08 (11/15 payroll and utilities)
 2018015 - \$4,149.49 (11/28 payroll and utilities)
 2018016 - \$242,749.58 (monthly invoices)

Total: \$251,085.15

Motion to approve abstracts and budget amendments

Approved.
(Emma – Walker 4-0)

Resolution 1 of December 2018
To Appropriate Unassigned Fund Balance to Fund Purchase
And Installation of Two Village Hall Dishwashers

WHEREAS, the Board of Trustees has identified a need to replace the 30 year-old Village Hall kitchen dishwasher and install an additional small glassware dishwasher in the main room of the Village Hall;

WHEREAS, the Board of Trustees has requested the Village Hall Commissioner to obtain quotes for various dishwasher models and estimates for installation and he has informed the Board that the project will cost approximately \$11,000;

WHEREAS, the Board of Trustees desires to fund the project by using the Unassigned Fund Balance in the General Fund (A0917);

NOW THEREFORE BE IT RESOLVED THAT: The Board of Trustees of the Village of Shoreham has approved the appropriation of \$11,000 Unassigned Fund Balance (A0917) to be used to purchase and install two dishwashers as part of the Village Hall Special Projects (A1620.46).

Motion made by Board Member Sherry Neff
Seconded by Deputy Mayor Len Emma

Passed: 4 – 0

Emma – Yea
Neff – Yea
Coogan – Yea
Walker - Yea

VILLAGE BOND RESOLUTION TO FINANCE ROAD WORK

At last week's Work Session, the Board discussed a plan to fund the Estates Roadwork Project by issuing up to \$850,000 of serial bonds with a maturity date between eleven and fifteen years. The Board requested Bond counsel draft the following resolution authorizing curbing and drainage improvements to various roads to a maximum cost of \$850,000, and authorizing the issuance of bonds in an amount not to exceed \$850,000 to finance the road work.

Resolution 2 of December 2018

AUTHORIZING THE CONSTRUCTION OF IMPROVEMENTS TO VARIOUS ROADS IN THE VILLAGE, INCLUDING RELATED CURBING AND DRAINAGE IMPROVEMENTS, STATING THE ESTIMATED MAXIMUM COST THEREOF IS \$850,000, APPROPRIATING SAID AMOUNT FOR SUCH PURPOSE, AND AUTHORIZING THE ISSUANCE OF BONDS IN THE PRINCIPAL AMOUNT OF NOT TO EXCEED \$850,000 TO FINANCE SAID APPROPRIATION

THE BOARD OF TRUSTEES OF THE VILLAGE OF SHOREHAM, IN THE COUNTY OF SUFFOLK, NEW YORK, HEREBY RESOLVES (by the favorable vote of not less than two-thirds of all the members of said Board of Trustees) AS FOLLOWS:

Section 1. The Village of Shoreham, in the County of Suffolk, New York (herein called the “Village”), is hereby authorized to construct improvements to various roads in the Village, including related curbing and drainage improvements. The estimated maximum cost thereof, including preliminary costs and costs incidental thereto and the financing thereof, is \$850,000 and said amount is hereby appropriated for such purpose. The plan of financing includes the issuance of not to exceed \$850,000 bonds of the Village to finance said appropriation, and the levy and collection of taxes on all the taxable real property in the Village to pay the principal of said bonds and the interest thereon as the same shall become due and payable.

Section 2. Bonds of the Village in the principal amount of not to exceed \$850,000 are hereby authorized to be issued pursuant to the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called the “Law”), to finance said appropriation.

Section 3. The following additional matters are hereby determined and declared:

(a) The period of probable usefulness applicable to the object or purpose for which said bonds are authorized to be issued, within the limitations of Section 11.00 a. 20 (c) of the Law, is fifteen (15) years.

(b) The proceeds of the bonds herein authorized, and any bond anticipation notes issued in anticipation of said bonds, may be applied to reimburse the Village for expenditures made after the effective date of this resolution for the purpose for which said bonds are authorized. The

foregoing statement of intent with respect to reimbursement is made in conformity with Treasury Regulation Section 1.150-2 of the United States Treasury Department.

(c) The proposed maturity of the bonds authorized by this resolution will exceed five (5) years.

Section 4. Each of the bonds authorized by this resolution, and any bond anticipation notes issued in anticipation of the sale of said bonds, shall contain the recital of validity as prescribed by Section 52.00 of the Law and said bonds, and any notes issued in anticipation of said bonds, shall be general obligations of the Village, payable as to both principal and interest by general tax upon all the taxable real property within the Village. The faith and credit of the Village are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds, and any notes issued in anticipation of the sale of said bonds, and provision shall be made annually in the budget of the Village by appropriation for (a) the amortization and redemption of the bonds and any notes in anticipation thereof to mature in such year and (b) the payment of interest to be due and payable in such year.

Section 5. Subject to the provisions of this resolution and of the Law and pursuant to the provisions of Section 21.00 of the Law relative to the authorization of bonds with substantially level or declining annual debt service, Section 30.00 relative to the authorization of the issuance of bond anticipation notes and Section 50.00 and Sections 56.00 to 60.00 and Section 168.00 of the Law, the powers and duties of the Board of Trustees relative to authorizing bond anticipation notes and prescribing the terms, form and contents and as to the sale and issuance of the bonds herein authorized, and of any bond anticipation notes issued in anticipation of said bonds, and the renewals of said bond anticipation notes, and as to executing agreements for credit enhancement, are hereby delegated to the Village Treasurer, the chief fiscal officer of the Village.

Section 6. The validity of the bonds authorized by this resolution, and of any notes issued in anticipation of the sale of said bonds, may be contested only if:

- (a) such obligations are authorized for an object or purpose for which the Village is not authorized to expend money, or
- (b) the provisions of law which should be complied with at the date of the publication of such resolution, or a summary thereof, are not substantially complied with,

and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

- (c) such obligations are authorized in violation of the provisions of the constitution.

Section 7. This bond resolution is subject to a permissive referendum and the Village Clerk is hereby authorized and directed, within ten (10) days after the adoption of this resolution, to publish or cause to be published, in full, in the "*Times-Beacon Record*," a newspaper having a general circulation within said Village and hereby designated the official newspaper of the Village for such publication, and posted in at least six (6) public places and in each polling place in the Village, a Notice in substantially the following form:

PLEASE TAKE NOTICE that on December 11, 2018, the Board of Trustees of the Village of Shoreham, in the County of Suffolk, New York, adopted a bond resolution entitled:

"Bond Resolution of the Village of Shoreham, New York, adopted December 11, 2018, authorizing the construction of improvements to various roads in the Village, including related curbing and drainage improvements, stating the estimated maximum cost thereof is \$850,000, appropriating said amount for such purpose, and authorizing the issuance of bonds in the principal amount of not to exceed \$850,000 to finance said appropriation,"

an abstract of such bond resolution, concisely stating the purpose and effect thereof, being as follows:

FIRST: AUTHORIZING said Village to construct improvements to various roads in the Village, including related curbing and drainage improvements; STATING the estimated maximum cost thereof, including preliminary costs and costs incidental thereto and the financing thereof, is \$850,000; APPROPRIATING said amount for such purpose; and STATING the plan of financing includes the issuance of not to exceed \$850,000 bonds of the Village to finance said appropriation, and the levy of a tax upon all the taxable real property within the Village to pay the principal of said bonds and interest thereon;

SECOND: AUTHORIZING the issuance of not to exceed \$850,000 bonds of the Village pursuant to the Local Finance Law of the State of New York (the "Law") to finance said appropriation;

THIRD: DETERMINING and STATING the period of probable usefulness applicable to the purpose for which said bonds are authorized to be issued is fifteen (15) years; the proceeds of said bonds and any bond anticipation notes issued in anticipation thereof may be applied to reimburse the Village for expenditures made after the effective date of this bond resolution for the purpose for which said bonds are authorized; and the proposed maturity of said bonds will exceed five (5) years;

FOURTH: DETERMINING that said bonds and any bond anticipation notes issued in anticipation of said bonds and the renewals of said bond anticipation notes shall be general obligations of the Village; and PLEDGING to their payment the faith and credit of the Village;

FIFTH: DELEGATING to the Village Treasurer the powers and duties as to the issuance of said bonds, and any bond anticipation notes issued in anticipation of said bonds, or the renewals thereof; and

SIXTH: DETERMINING that the bond resolution is subject to a permissive referendum.

Motion made by Board Member Mariann Coogan
Seconded by Deputy Mayor Len Emma

Passed: 4 – 0

Emma – Yea
Neff – Yea
Coogan – Yea
Walker – Yea

RENTALS / USE OF VILLAGE HALL:

June 20, 2019 - Annual 1st grade field trip to the Shoreham Village Beach, 9:30 - 11:00 am; Rain date Friday, June 21, 2019

Return of \$1,000 Ceruti security deposit - ED 12/1/18

Approved.
(Emma – Walker 4-0)

Resolution 3 of December 2018
Awarding the Contract to Construct a Handicap Access Lift
And Authorizing the Mayor to Sign such Contract

WHEREAS, the Board of Trustees of the Village of Shoreham has identified a need to construct a handicap access lift in the Village Hall to allow persons with disabilities to access the lower level of the Village Hall;

WHEREAS, the Village of Shoreham has been awarded \$64,000 in grant money to use toward the construction of a handicap access lift for the Village Hall.

WHEREAS, the Board of Trustees of the Village of Shoreham has caused plans for the lift to be drawn up by Engineer Daniel Falasco

WHEREAS, the Board of Trustees of the Village of Shoreham has caused the project to be put out for bid under the supervision of the engineering firm of Louis K. McLean & Assoc.

WHEREUPON, three bid proposals were submitted and the lowest bidder, a local construction company, Almas Construction, submitted a bid in the amount of \$89,974.

WHEREAS, the firm Louis K. McLean & Assoc. has reviewed the bids and recommends awarding the contract to Almas Construction, the lowest responsible bidder.

NOW THEREFORE LET IT BE RESOLVED that the Board of Trustees of the Village of Shoreham awards the contract to construct a handicap access lift to Almas Constructions and authorizes the Mayor to sign the same.

Motion made by Board Member Len Emma
Seconded by Board Member Stephen Walker

Passed: 3 – 1

Emma – Yea
Neff – Yea
Coogan – Nay
Walker – Yea

The total cost for the project is approximately \$95,000. The Village will fund the additional \$31,000 out of its general fund.

Parking Lot Light Project Update:

Mel Northey delivered the parking lot light fixtures which were inspected by Judy Buyar and are currently stored in the garage. A schematic of the electrical system in the parking lot was completed by Wildwood Electric. Commissioner Kogel will be meeting with Judy Buyar and Clerk Spier tomorrow to review the proposals of various electricians to install the new fixtures.

REPORTS FROM THE BOARD OF TRUSTEES

DEPUTY MAYOR LEN EMMA:

Roadwork Update: The remaining paving, curb work and drainage for Ashley and Briarcliff Roads will occur in 2019. The following year Woodville Road will be paved and curbed and the year after that the parking lot will be paved. All the Village roads, with the exception of “The Slopes” section, will have been completely redone within the 7-year time period.

Code Enforcement: Code Commissioner Roxane Gruenheid reported that the Code Officer’s schedule has been decreased to single shifts Thursday through Sunday due to fewer events and complaints during the winter season. She is still working on a comprehensive analysis of incident reporting from the past year.

Deer Committee Progress Report: Barbara Daddino reported The Deer Forum held on Sunday, December 2, 2018 from 1-3 at the Village Hall was very successful. It was well attended and included residents from Southold, Sag Harbor and the Three Village area. Guest speakers gave talks on the issue of deer overabundance and the need for a state-led regional plan to address this problem. Barbara thanks everyone who gave their support.

Ms. Daddino also reported that Deputy Mayor Len Emma and the Deer Committee members had a meeting Monday, December 10, 2018 at State Senator Ken LaValle's office. Representatives from the offices of Congressman Lee Zeldin and Assemblyman Anthony Palumbo also attended.

Deputy Mayor Len Emma moved to renew the appointment of the expiring Deer Committee and its members to an indefinite term.

Approved.
(Emma – Walker 4 - 0)

REPORT FROM TRUSTEE SHERRY NEFF:

Village Website: Trustee Neff thanked webmaster Joe Falco for all the work he did maintaining and updating the Village website. There was a round of applause.

Fire District/Fire Department: Trustee Neff gave an update on the fire contract negotiations. She explained that in 2017 the cost increase was a 0.68% over the prior year. In 2018 it was a 16.1% increase (the cost of the firehouse bond) and the proposed increase for this coming year is 19.12%. Mayor Vail has met with Fire Department officials and will be meeting with the Fire District in January to discuss the Village joining the Fire District. He is also engaged in negotiations regarding the 2019 fire contract cost. The old contract will be held over and in effect during the pendency of negotiations.

Landscaping Projects:

- The plans for the new railing on north side of Village Hall is presently going before the Village Hall Aesthetics Committee for review.
- Trustee Neff is in the process of breaking down the various landscaping responsibilities to seek vendors with specific expertise in those categories.

REPORT FROM TRUSTEE MARIANN COOGAN:

BEACH: The tractor had its annual maintenance and does not need any significant repairs.

RECREATION:

- Status of shed for tennis court equipment: BJ Richter reported the work is completed except for the final shingles on the roof which should be done this weekend.
- Lights for Paddle tennis court: Some lights were replaced but now two more are out.

VILLAGE HALL:

- Update on dishwasher purchase: Jim DeSario reported he is still getting quotes. The plan is to order in December with delivery in January for installation before any February events.

REPORT FROM TRUSTEE STEPHEN WALKER

- Building Department - House Rental Applications & Permits: Three rental inspections were made over the weekend and five rental permits were issued. Regarding the open building permits issued without an expiration date, once the new law enacted at the November Board meeting is filed with the State and in effect, the Village will send notices to homeowners with open permits advising them of the 120 day grace period in which to close out the permit.
- Planning Board: The Uniform Planning Board Application is a work in progress and should be in place by February. Fourteen Planning Board responsibilities have been identified.

- Zoning Board of Appeals: The Zoning Board met in November and heard two matters. One was adjourned to January 7, 2019 for decision and the other was adjourned to the same date for applicant to provide additional evidence.

RESIDENTS' COMMENTS/CONCERNS

Resident J. Blum raised the subject of illegal rentals on Circle Dr. Trustee Walker reported that in one case the owner moved out of the home thus returning the residence to its single dwelling status and in another, the person who was staying at the residence was a family member and that is permitted by Village Code. The other situations are currently being addressed by the Building Dept.

Resident M. Brogden asked if there is any ordinance disallowing two kitchens in a Village residence. Trustee Walker responded that there is not, and further stated that NY State Law does not allow a limitation on the number of kitchens contained in a residence.

Resident N. Delagi asked what phone number to use to contact a code officer. Commissioner Gruenheid said to call the office number or text the cell phone. Due to the lack of reliable cell service in the Village, a text is a more reliable way of contacting the officer. Commissioner Gruenheid reminded residents that the schedule for code officers is reduced during the winter and that no officer is on duty from Monday to Wednesday.

Resident B. Kullen asked if there is any regulation concerning the time code officers spend circling the neighborhood and/or sitting parked in the Village parking lot. Commissioner Gruenheid responded that there is not and stated it is important that the code officers maintain a presence, whether they are patrolling or not to provide “visual deterrence.”

Resident J. Desario suggested a satellite phone might work better for the code officers than a cell phone. Commissioner Gruenheid will look into it. She reiterated once again that code officers cannot issue tickets for moving violations and only have jurisdiction over enforcement of the Village Codes. Any other matter should be reported to the Suffolk County Police.

ADJOURNMENT

Motion to adjourn 8:45 PM

Approved.

(Coogan – Neff 4 - 0)

Submitted,

Cathy Donahue Spier

Village Clerk