

## **BOARD OF TRUSTEES MEETING MINUTES – July 6, 2020**

The monthly meeting of the Board of Trustees of the Inc. Village of Brightwaters held on Monday, July 6, 2020 at 7:30 p.m. at Village Hall, 40 Seneca Drive, Brightwaters, NY, conducted through the Video Conference Zoom with the following officers present:

John J. Valdin	Mayor
Michael Dopsovic	Trustee
Mary Del Vecchio	Trustee
Patrick Fawcett	Trustee
Charles J. Casolaro	Village Attorney
Nicole Rhodes	Clerk – Treasurer
Bob O'Shea	Building Inspector
Dan Falasco	Village Engineer (Present on Zoom)

Absent: Deputy Mayor Thomas Zepf

At 7:30 pm, Mayor John J. Valdin called the meeting to order followed by a salute to the flag and a moment of silence for our troops, first responders and those who have passed from COVID.

**Approve** 2020 Appointments & Standard Resolutions

### **Organizational Meeting July 6<sup>th</sup>, 2020**

## **APPOINTMENTS AND RESOLUTIONS**

### **I. Appointments**

<u>Position</u>	<u>Term</u>	<u>Name</u>
Clerk-Treasurer	Two Years	Nicole Rhodes
Deputy Clerk	One Year	Carol Posimato
Justice Court Clerk	One Year	Nicole Rhodes
Justice Court Clerk	One Year	Jeanne Pirk
Registrar	One Year	Nicole Rhodes
Building Inspector	One Year	Robert O'Shea
Highway Foreman	One Year	John Catania
Associate Village Justice	One Year	Mary Buetow
Village Historian	One Year	Jane Arbeiter
Harbor Master	One Year	Michael Kane
Planning Board Chair	One Year	Joseph Paliseno
Zoning Board of Appeals Chair	One Year	Nicholas Del Vecchio
Zoning Board of Appeals Member	Five Years	Don Souhrada

### **Mayoral Appointment:**

Deputy Mayor	One Year	Thomas Zepf
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II. Resolutions

**RESOLVED** that Mayor Valdin, or his designated successor, be authorized to approve the attendance by the Board of Trustees, Board of Appeals, Planning Board, Village Administrative staff, Highway Administrative foreman, and Code Enforcement officers to specific training schools and/or meetings with expenses reimbursed.

**RESOLVED** that the Islip Bulletin be and hereby is designated the official newspaper for the village.

**RESOLVED** that Bridgehampton National Bank be and hereby is designated as the depository for the village funds in the General, Payroll, Trust, Capital and all other funds, said bank to pledge suitable and sufficient collateral at all times for the protection of said funds and that the funds in these various accounts be made available upon the signature of any two officers.

**RESOLVED** that the Village maintains a Capital Project Fund with Bridgehampton National Bank for the purpose of maintaining the funds necessary to complete capital projects consisting of, but not limited to, road paving and reconstruction, canal reconstruction, building construction and maintenance, downtown revitalization projects and heavy-duty vehicles for the DPW.

**RESOLVED** that the Village maintains a Canal Enterprise Fund with Bridgehampton National Bank for the purpose of maintaining the funds necessary to cover the operational costs of the Brightwaters Canal including electric, water, maintenance and repair, reconstruction and any debt service associated with these items.

**BE IT FURTHER RESOLVED** that any two of the following officers of the municipality, to wit: John Valdin, Mayor, Patrick Fawcett, Trustee, Thomas Zepf, Trustee, Mary Del Vecchio, Trustee, Michael Dopsovic, Trustee or Nicole Rhodes, Village Clerk Treasurer alone, with the approval of the foregoing, are hereby authorized to make arrangements to borrow money to obtain credit for this municipality from Bridgehampton National Bank or such bank as may seem advisable to make and deliver notes, drafts, acceptances, advances, agreements and any other obligations of this municipality therefore in form satisfactory to said bank and to manage and transact bank matters or other business of any kind whatsoever with the bank or its officers. Also, the treasurer is empowered to invest idle fund monies of the village at her discretion and in the best interest of the village, with the approval of the Mayor.

**RESOLVED** that idle fund monies be invested in CLASS from the general fund, or Bridgehampton National Bank general fund money market and sufficient collateral be pledged for the protection of said funds.

**RESOLVED** that the village board meetings be held on the first Monday of each month excepting those falling on a holiday and then the meeting will be held on the day

following the holiday. The village is authorized to notify by postings, newsletters or the news media of such meeting schedule.

**RESOLVED** that certain recurring charges such as postage, public utility bills, payroll salaries, petty cash and other usual expenses be paid in advance of audit of claims.

**RESOLVED** that the Board of Trustees shall approve reimbursement to officers and employees of the village who use their personal automobiles while performing their official duties on behalf of the village at a rate of 54 cents per mile.

**RESOLVED** that the Capitalization Policy will be recorded on capital assets (.2 equipment) which generally have a cost of \$1,000 or more at the date of acquisition and have an expected useful life of more than one year.

Motion: Mayor Valdin                      Second: Trustee Del Vecchio  
Vote: 4 ayes                      0 nays 1 Absent

**Approve** minutes of June 1<sup>st</sup> & June 22<sup>nd</sup>.

Motion: Mayor Valdin                      Second: Trustee Del Vecchio  
Vote: 4 ayes                      0 nays 1 Absent

**Mayor's Report – Mayor Valdin:**

- Veterans walkway is coming along great. Sold 226 bricks to date. Bricks are not glued down yet so now is the time to look if you see any changes to be made, let us know now. Second Round to purchase bricks for Veteran's Memorial are due in by July 14<sup>th</sup>. The dedication ceremony is being pushed back and we will play it by ear.
- Lily pads were treated by Solitude Lake Management at the end of June. The lily pads are disintegrating and Solitude will be back to monitor them to see if more treatment is needed.
- Waiting on the railings to finish up the bridge. Fifth Avenue Paving will be in to mill and blacktop around all 3 bridges.
- The Summer Camp started today. We have a little over 50 children in attendance. The Camp Director spent a lot of time making sure we follow all the guidelines and keeping the kids safe.
- The Village Election is September 15 from 7am-9pm. Petitions are due by July 30<sup>th</sup> and signatures to be collected between July 1<sup>st</sup> and July 30<sup>th</sup>.
- 250 Beach Passes for Walker Beach were sold. We had to limit the non-resident passes to 20 in order to help control the reduced capacity at the beach.
- Some of the summer events have been canceled due to COVID and it is still undecided if the Block Party will happen. A decision will be made as it gets closer.

**Trustee Dopsovic – Highway**

- Working on pruning trees around the Village.
- Watering flowers, maintaining beach and trying to keep up with the mowing but is difficult with a limited DPW Department which is why we have an outside contractor helping around the lakes.
- Kayak racks have been getting a lot of use and we are adding more spaces.
- Looking into the signage around the canal to have consistency.

**Trustee Fawcett – Special Projects**

- Brought on a Beach Consultant for Walker Beach this year. He got all of our lifeguards certified. Keeping up with social distancing. Very strict about passes being on the vehicles to avoid people sharing stickers.
- As we were looking into getting the gazebos painted it was brought to our attention that the electrical is in need of updating and rewiring. Looking into pricing.

**Trustee Del Vecchio – Celebrations/Events**

- Reminded everyone to send in their census or complete online.
- Thank you to Mary Donnelly and Rich Allegretta for their donation of a Little Free Library at Wohseepee Park. On playground side between the tennis courts and the cabin. Give a book, take a book type of situation.
- BINGO Night is happening at the Beach, Thursday, July 30<sup>th</sup> with social distancing requirements. We will still be having the Snapper Tournament and some family fun nights.

**Fire Marshal Report**

As troubling times continue as related to the pandemic, I sincerely hope this report finds the Mayor, Board of Trustees, VBW Staff and all their families healthy and safe.

As of this report, all permits for Public Assembly and Multiple Dwelling occupancies within the Village of Brightwaters are valid and up to date.

Most recently, an inspection and acceptance test of the Automatic Extinguishing System of the Brightwaters Inn was completed. Additionally, the convenience store located at 1100 Sunrise Hwy. submitted plans for modifications of their cooking equipment and automatic extinguishing system. Plans have been approved with the acceptance test scheduled for this coming Monday.

Several visits to 2 separate residential locations were made for possible unauthorized use of “chiminea type” fire activity. Mayor Valdini, Building Inspector O’Shea and Supervising Code Enforcement Office Tony Rambazis were all apprised of events and subsequent actions taken.

There were no request for investigation of fire by the Bay Shore Fire Department during the past month.

Sincerely,  
**Matthew Brennan, Fire Marshal**  
**Village of Brightwaters**

**Stormwater Management by Village Engineer Dan Falasco**

Two things in our Village Code that pertain to Stormwater Management. One is sediment and erosion control to protect our waters (the lakes and the great south bay) from erosion that would be caused by either construction activities or slopes or grades of properties that would be impacting the waterbodies. The second is illicit discharge. That would include anything that is contrary to what we would normally recognize that is contributing to the waterbodies around the village. You are allowed to continue your water discharge from your drainage systems. However, if someone in the neighborhood decides they want to empty their washer machine into the storm drains that would be an example of illicit discharge. Every year the Village completes a Stormwater Management Report which basically summarizes everything that has happened in

the Village in the last year. The Clean Air Clean Water Act came to be in the 1970's. At that particular time the main focus was on large industrial plants that were along the waterbodies of New York State. Back in the mid-2000's they expanded it to require municipalities to have stricter regulations. The Stormwater Report basically shows that the Village is monitoring all situations pertaining to stormwater management; ie: keeping the roads clean, keeping drains clean and doing good practices for water management. Our report has been submitted up to the State.

**Adopt 2020 MS-4 Stormwater Report**

Motion: Mayor Valdin                      Second: Trustee Dopsovic

Vote: 4 ayes                      0 nays 1 Absent

***Resolution below was adopted. At this point Deputy Mayor Thomas Zepf was called via telephone during the meeting for this vote.***

**RESOLUTION 4-2020**

**ADOPTION OF THE DECISION FROM THE DECEMBER 2, 2020 PUBLIC HEARING TO LET REMAIN INSTALLED THE STOP-SIGN AT THE WOODLAND DRIVE AND JOHNSON DRIVE INTERSECTION**

**WHEREAS**, pursuant to the New York State Open Meetings Law, and the applicable sections of the Village Code, the Board of Trustees therefore, does hereby **RESOLVE**:

**NOW, THEREFORE, BE IT RESOLVED**, that the annexed Decision by the Board of Trustees voting to maintain the stop-sign at the intersection of Woodland Drive and Johnson Drive is hereby adopted.

**WHEREFOR**, this **RESOLUTION**, is hereby adopted by unanimous vote of the remaining Trustees on July 6, 2020, before a duly constituted meeting of the Board of Trustees, shall be promptly recorded in the Office of the Village Clerk, and made part of the public record.

  
**NICOLE RHODES**, Clerk  
Incorporated Village of Brightwaters

Motion to Adopt by  
Trustee Fawcett;

Seconded by Trustee Del Vecchio;

Roll Call Vote:

Trustee Zepf:     Aye  
Trustee Fawcett: Aye  
Trustee Fawcett: Aye

Resolution Carried

VILLAGE OF BRIGHTWATERS  
SUFFOLK COUNTY: STATE OF NEW YORK

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In the Matter of the Application of Robin Racanelli of 300  
Woodland Drive, Brightwaters, for a Public Hearing for  
consideration by the Board of Trustees to either remove or let  
remain the Stop Sign installed at Woodland Drive and Johnson  
Drive.

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**DECISION**

After a duly noticed Public Hearing held on December 2, 2019, a record having been transcribed, documentary evidence submitted as well as supporting exhibits thereto, the public being given the opportunity to be heard, and Trustees Patrick Fawcett, Thomas Zepf and Mary Delvecchio<sup>1</sup> having duly deliberated thereon, it is the Decision of the Board of Trustees that the Stop-Sign installed at the intersection of Woodland Drive and Johnson Drive remain in-place, as the Village has concluded that based upon its traffic study performed by L.K. McLean Associates, P.C., and the unique circumstances of the subject intersection with regard to sight distance, there is sufficient need for the stop-sign.

The certified transcript of the December 2, 2019 Public Hearing shall be annexed hereto and shall be made part of this Decision, said Decision being submitted to the Clerk's Office and made part of the public record.

Dated: Brightwaters, New York  
July 6, 2020

  
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Nicole Rhodes, Village Clerk

<sup>1</sup> Mayor John Valdini and Trustee Michael Dopsovic recused themselves from participation in this public hearing and the subsequent deliberations.

**Adopt** Policy for use of the Video Surveillance Cameras at the Wohseepee Park Cabin

Motion: Mayor Valdin                      Second: Trustee Dopsovic

Vote: 4 ayes                      0 nays 1 Absent

## **POLICY FOR USE OF THE VIDEO SURVEILLANCE CAMERAS AT THE CABIN AT WOHSEEPEE PARK**

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### **Purpose:**

This policy establishes guidelines for the creation and use by the Village of Brightwaters (“Village”) of the eight (8) cameras fixed to the cabin at Wohseepee Park. The Cameras were attached to the Cabin as a deterrent against vandalism of the Cabin and to provide a safe and secure area where citizens can meet, and enjoy the Park.

It is the intended and stated purpose of the Village to use these cameras as a means to prevent vandalism to Village property and to provide a safe, public environment. The Village of Brightwaters has an overriding interest and expectation in the safety and security of the residents and non-residents who use the Park and in the protection of Village property.

There are currently eight (8) cameras affixed to the Cabin at Wohseepee Park, as follows:

- 1) Camera 1: Interior of Cabin;
- 2) Camera 2: Front Steps of Cabin & Driveway facing North Windsor Avenue;
- 3) Camera 3: Driveway of Cabin facing North Windsor Avenue;
- 4) Camera 4: Driveway of Cabin facing Penataquit Drive;
- 5) Camera 5: Side Ramp of Cabin facing the parking lot and playground angled towards the corner of Penataquit & Potter;
- 6) Camera 6: Deck off of back of Cabin facing Playground and Potter Blvd.;
- 7) Camera 7: In between tennis courts and outdoor storage building facing Playground & Potter Blvd.; and,
- 8) Camera 8: Tennis Courts

### **General Policy:**

- The eight video surveillance cameras affixed to the Wohseepee Park Cabin are to be used solely for the surveillance of the Wohseepee Park grounds, and not for the surveillance of private property.

- Only Village Officers and personnel shall have use and control of the cameras, at the discretion and direction of the Mayor.
- The video recordings by the cameras shall not be disclosed or disseminated to the public unless doing so shall be at the direction of a court order, subpoena, or at the discretion of the Mayor, necessary for the public safety.
- The Village's Public Information Officer (Village Clerk) shall monitor the Cameras, when necessary, to ensure adherence to the Village's camera policy and the interest and goals of the Village of Brightwaters.
- The Village's Public Information Officer (Village Clerk) shall be the custodian of the Cameras.
- Employee or personnel who have access to and handle the cameras representing the Village shall conduct themselves at all times as a representative of the Village and in accordance with all Village policies.
- The Village shall have the absolute right to remove and erase and/or destroy any video footage it deems necessary, at the direction and discretion of the Mayor. Likewise, the Village shall maintain and store any video footage it deems necessary, at the direction and discretion of the Mayor.
- The Village reserves the right to restrict or remove any content that is deemed in violation of this Camera Policy or any applicable law. Any content removed based on these guidelines must be retained by the Public Information Officer (Village Clerk) for a reasonable period of time, including the time, date and identity of the recorded, if known, when available.
- The Village's video surveillance cameras are subject to the New York Freedom of Information Law. Any content contained in such video surveillance that is related to Village business, may be a public record subject to public disclosure.
- It shall be the policy of the Village that should the surveillance cameras record any activity that, in the reasonable determination of the Mayor, indicates criminal behavior, that the Mayor shall direct the Public Information Officer (Village Clerk) to contact the Suffolk County Police Department.

**Appoint** Election Inspectors for the September 15<sup>th</sup> Village Election as follows:

Michael Ruggiere of Howells Road from 7am – 9pm at a rate of \$210.00 plus \$20/hr past 9pm

Barbara Boccone of Brooklyn Blvd from 7am – 9pm at a rate of \$210.00 plus \$20/hr past 9pm

Motion: Mayor Valdini                      Second: Trustee Dopsovic

Vote: 4 ayes                      0 nays 1 Absent



**Approve Treasurer's Report and Abstracts**

**VILLAGE OF BRIGHTWATERS**

**ABSTRACT REPORT FOR BOT July 6, 2020**

Seeking to approve payment on:

Abstracts #4238 -4241	vouchers	\$140,498.37
Expense		
Alpha Carting - May 2020		\$ 27,454.35
NYS Employees Health Insurance June 2020		\$ 23,431.18
NYS Employees Health Insurance July 2020		\$ 23,431.18
PERMA - Workers Comp Insurance Renewal		\$ 41,873.00
Jacks Small Engines - DPW Mower		\$ 6,999.00
Income for Period: 6/2/2020-7/6/2020	\$1,730,533.57	
Various Tax Payments	\$1,680,677.23	
Various Building Permits	\$5,198.00	
Various Beach Passes	\$7,031.00	
Various Day Camp Registrants	\$11,811.00	
Suffolk County Mortgage Tax 1st Q 2020	\$23,619.39	

**Treasurer's Report**

Cash on Hand as of 7/6/2020	
General Fund - BNB	397,852
General Money Market - BNB	50
CLASS General	2,232,759
Total Cash on Hand - General	<b>2,630,662</b>
Capital Fund	27,960
CLASS Capital fund	13,951
Total Cash on Hand - Capital	<b>41,910</b>
Canal Enterprise Fund - BNB	<b>255,274</b>

Motion: Mayor Valdinì                      Second: Trustee Fawcett  
Vote: 4 ayes                      0 nays 1 Absent

**Public Comments**

- Robin Racanelli of Woodland Drive – Does not want Stop Sign at Woodland
- Jane Courtene of Woodland – Does not want Stop Sign at Woodland
- Joan Manahan of Ackerson – Water problem at bottom of neighbor's driveway
- Resident on North Windsor – Fireworks
- Anne Shierant of Potter Blvd. – Grass overgrowth at Wohseepee, Camera Police at Wohseepee, Swipe Cards for tennis courts.
- Anne Shierant – Potter Blvd. – How many tickets were issued at Wohseepee Park during the time the 30 tickets were issued at the lakes.

**Adjourn the meeting:**

Motion: Mayor Valdinì                      Second: Trustee Fawcett  
Vote: 4 ayes                      0 nays 1 Absent  
Meeting adjourned at 8:40 PM.