

## **BOARD OF TRUSTEES MEETING MINUTES – February 12, 2015**

The regular meeting of the Board of Trustees of the Inc. Village of Brightwaters that was scheduled to be held on February 2, 15 was postponed due to weather and held on Thursday, February 12, 2015 at 8:00 p.m. at Village Hall, 40 Seneca Drive, Brightwaters, NY, with the following officers present:

Joseph McDermott	Mayor
Diane Urso	Trustee
Christian Sullivan	Trustee
Bernadette Whitwell	Trustee
Laurie Elliott	Trustee
John P. Finnerty, Esq.	Village Attorney

At 8:00 pm, Mayor McDermott called the meeting to order followed by a salute to the flag and a moment of silence for our Armed Forces.

Approval of the Minutes from the Board meeting of January 5, 2015:

Motion: Trustee Urso

Second: Trustee Elliott

Vote: 5 ayes 0 nays

**Suffolk County Police Department 3<sup>rd</sup> Precinct** –Officer Rivera came up to answer any questions. He said there were approximately 50 calls for Service within the Village for the month of January. Trustee Sullivan mentioned incidents of a stolen bicycle and a smashed window that may not have been reported. Also mentioned the intruder to the Mayor's residence and there have been no suspects in the Gemaginations robbery. The Officer mentioned the Nixle program which allows residents to sign up with SCPD and they are notified via text message when there is police activity in their area. They can register at [www.suffolkpd.org](http://www.suffolkpd.org) and click on the Nixle icon or text their zip code to 888777. Officer also spoke about PSE&G scams whereby people are knocking on doors claiming they are from the utility company. If you feel uncomfortable, call 911 if they don't show Identification. The Mayor added that he and Trustee Sullivan attended the Community Relations meeting a few weeks back and found it very rewarding and informative. Sector 314 is now part of COPE 631-854-8308 whereby residents can call any time and leave a message.

### **Mayor's Report:**

- The Village works as a team: Clerk Barnett shared an email regarding a bid for a dump truck in the Village of Plandome. The Mayor and John Catania looked at the truck, which was in immaculate condition. The staff worked together to win the bid.
- Snow plowing went well. The Mayor rode with the staff in the trucks, called some residents to move cars that were blocking the snow plowing efforts and the DPW staff worked 32 hours straight to keep the roads clean.

### **Code Enforcement – Trustee Sullivan**

We have been actively interviewing candidates for Parking Enforcement Officer as there are a number of shifts available.

There were 24 complaints received, 15 summonses issued and 12 violation notices. Code Enforcement has been focusing efforts on Orinoco Drive to stop properties from being used for storage as opposed to their permitted use, dealing with graffiti, observing whether or not school buses have been going over the bridges by the Lakes, which they have not. A training program will be scheduled once the new personnel have been hired.

The meeting with the SCPD was informative and they are hiring. Qualifications are age 19-34, high school graduate and must apply by April 1. They also offer a civilian police academy in the evenings and a youth academy. They also explained the confidentiality in the Crime Stoppers program.

### **Administration – Trustee Elliott**

Trustee Elliott will be following up with residents regarding the Newsletter concerning volcano mulching of Village trees. When the snow clears, residents will receive a letter indicating the issue and asking them to rake it down according to code.

Working with the Clerk on more efficiency in the office.

### **Lakes and Parks – Trustee Urso**

Starting to work on the flower boxes in the Spring.

We would like to add a Park Appreciation Day to the schedule maybe in May. The Plant Sale is set for Mother's Day weekend. Summer camp will be run by the Cox family again. The lottery will be May 1<sup>st</sup>.

Walker Beach: the geese contractor contacted the Village regarding when to start the Geese patrols.

Full program with Family nights, adding a Movie Night, Cross Bay Swim and Snapper tournament.

In the Newsletter, we asked if anyone was interested in a Lake Erosion committee. Several people stepped forward. There will be a meeting with the DEC to go over the required plantings.

### **Highway Department – Trustee Whitwell**

Our team has been working around the clock removing snow and ice around the Village.

Potholes: once the snow melts, they can be filled. Just need some warmer weather.

Cascade lights have been ordered and have arrived but cannot be installed until after the snow melts. We are still waiting for another installation quote.

Downtown Revitalization: committee will recommend that the Village install six trees and poles as per the grant. The area addressed will be on the Northwest side of North Windsor before the railroad tracks.

Historical evening on March 19<sup>th</sup> with Jane Arbeiter will be held in Village Hall at 6:30 and will include pictures, stories and refreshments.



building records so they are electronically accessible. This will speed up the entire record retrieval process and provide better customer service for those people seeking historical information.

Motion: Trustee Urso

Second: Trustee Elliott

Vote: 5 ayes 0 nays

**Resolution 2015-1** regarding New York State Archives Schedule MU-1:

**RESOLVED**, the Board of Trustees of the Incorporated Village of Brightwaters Records Retention and Disposition Schedule MU-1, issued pursuant to Article 57-A of the Arts & Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

**FURTHER RESOLVED**, that in accordance with Article 57-A: (a) only those records will be disposed of that are described in Records Retention and Disposition Schedule MU-1 after they have met the minimum retention periods described therein; (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

Motion to Adopt: Trustee Elliott

Second: Trustee Sullivan

Vote:

Mayor Joseph McDermott - Aye

Trustee Diane Urso - Aye

Trustee Christian Sullivan - Aye

Trustee Bernadette Whitwell - Aye

Trustee Laurie Elliott - Aye

**Approval of Abstracts and Treasurer's Report:**

**Abstract Report February 12, 2015**

Abstracts # 3912-3919	61 Vouchers	\$109,065.17
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**Treasurer's Report**

December-14

Cash on Hand as of 1/31/2015:

General Fund	\$	263,402.23
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BIG Fund		14,529.29
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CLASS General		564,527.21
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Total Cash on Hand \$842,458.73

Motion to Approve: Trustee Urso

Second: Trustee Sullivan

Vote: 5 ayes 0 nays

## Approval of Treasurer's Budget Modification:

<b>Revenue: Increase Budget Amount</b>				
A1560	Building Permit Inspections fees	4,378.00	increase in activity/enforcement	
A2680	Insurance Recoveries	3,607.04	Incr. Rev will offset repairs expense	
<b>Expenses:</b>				
<b>Decrease Budget Amount</b>				
A1325.417	Treas. Computer Prof Serv	895.00	Was a one time expense last year	
A1420.445	Village Attny - Litigation	14,939.01	Budget well above forecast	
A1640.1	Central Garage Personnell	1,500.00	Move to overtime line	
A5010.431	Hwy Supt Vehicle Repair	1,300.00	Will be grouped with other vehicles	
A9040.8	Worker's Compensation Insurance	7,389.00	Received audit premium refund	
		34,008.05		
<b>Increase Budget Amount</b>				
A1410.440	Clerk General Contractual	4,500.00	Increase for grant writer	
A1620.4	Buildings - Contractual Expense	263.40	Alarm Monitoring not budgeted	
A1620.425	Buildings - Supplies	1,000.00	Increase to actuals	
A1620.431	Buildings -Repairs & Maintenance	600.00	Increase to actuals	
A1640.102	Central Garage Overtime	1,500.00	New line to track overtime	
A1640.421	Hwy Structure repair	3,500.00	Move electric at DPW	
A3310.428	Traffic Signs - Thermoplastic	1,000.00	Increase to actuals	
A3620.431	CEO Veh Parts/Repairs	2,000.00	Claims revenue moved to repairs	
A5142.2	Snow Removal Equipment	1,824.00	Snow blower	
A8182.441	Pole attachments Rental	181.65	Underbudgeted	
A7110.413	Parks - Vehicle repairs/Maint	250.00	adjust to actual	
A7230.416	Canal Printing and Advertising	100.00	adjust to actual	
A7230.431	Canal repair and maintenance	2,500.00	adjust to actual - East side repairs	
A8760.4	Hurrican Damage - contractual	4,000.00	completing work from Irene & Sandy	
A9010.8	NYS Retirement System	789.00	Adjust to actual	
A9050.8	Unemployment Insurance	10,000.00	Adjust to future requirements	
		34,008.05		

**Acceptance of Resignation of Village Attorney John (Jack) Finnerty:** Mayor McDermott praised the efforts and assistance Mr. Finnerty has provided to the Village for the last 22 years. He thanked him for helping a completely new Board. He thanked him on behalf of the Village. Former Mayor Hughes addressed the Board naming Jack's qualifications and reasons for hiring him 22 years ago. Mr. Finnerty praised the efforts of the Boards that have all worked so hard without pay over the last 22 years. He said he feels like a Village resident and understands and respects the Board's desire to go in a new direction. Mr. Finnerty also thanked his wife for putting up with his Village work for the last 22 years.

## Open Meeting:

- Steps in Replacing the Village Attorney
- Any specific code changes pending
- Question regarding retaining Village records

2/12/2015 - Board of Trustees Meeting

- Mayor McDermott addressed Mr. Whitlock's prior question regarding speeding signs on Howell's Road by the JTI.
- Term limits

**Motion to Adjourn:**

Motion: Trustee Sullivan

Second: Trustee Urso

Votes: 5 ayes 0 nays

Meeting Adjourned 9:10 P.M.

Approximately 12 people in attendance.