

**BOARD OF TRUSTEES MEETING MINUTES – December 1, 2014**

The regular meeting of the Board of Trustees of the Inc. Village of Brightwaters was held on Monday, December 1, 2014 at 8:00 p.m. at Village Hall, 40 Seneca Dr., 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 11/3/2014.

Motion: Trustee Urso

Second: Trustee Whitwell

Vote: 5 ayes 0 nays

**Suffolk County Police Department 3<sup>rd</sup> Precinct** –A SCPD officer came up to answer any questions. Discussion of suspicious vehicle in the neighborhood ensued.

**Mayor's Report:**

- Lights on cascade: called Wellsbach Electrical after last BOT meeting and had the outside lights turned off and the inside lights pointed down. Called several residents for their ideas. Lights at the North end of the canal are not dark sky compliant. Mayor pointed out that the old light was in the court room and the old poles were fiberglass and were replaced with metal poles. Will put back what was there until there is a consensus on the lights for the Downtown Revitalization and mimic those.
- DEC report: some violations still outstanding from 2009, '10 and '11. Met with DEC in Stonybrook. They wanted to fine the Village \$6,000. A plan was agreed upon to plant new shrubs in the Spring to replace the plants that were clear cut. The Village will have to discontinue clear cutting because it is undermining the edge of the Lakes and accelerating the erosion. Compared pictures from four years ago compared to today and the lack of foliage is evident.
- DPW yard: in the process of getting all of the utilities lined up for disconnect. Building should be demolished by Christmas.

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

Met with Neighborhood Watch committee about safety concerns. Discussed shifts and tracking of incidents as well as other recommendations.

NY Rising Community Reconstruction: \$3 Million is available to the Greater Bay Shore area for resiliency efforts. Several projects involving Brightwaters are on the table including generators, canal repairs and bolstering the Downtown community. Thanked the residents that were involved in this process.

Met with Planning Board regarding concerns about consistent code enforcement. They will create a list of common code violations for the officers to be aware of. Recommended installing stop signs on Western portion of Orinoco to slow traffic before the Downtown area.

Spoke with SCPD regarding allowing Code Enforcement officers to attend some classes on observing and reporting and communicating with residents. We will be waiting their approval.

Created a graffiti binder with pictures and locating common places where there is graffiti.

Code Enforcement Officers met with Building Inspector in a short training session regarding property maintenance. The Village will be hiring a part-time (20 hours a week) Code Enforcement Supervisor. The job description is available in Village Hall.

Trustee Sullivan asked Mr. Chiapetta if he had any additional comments regarding Neighborhood Watch. He did not.

### **Administration – Trustee Elliott**

The office is investigating a new phone system. Advantage would be the ability to use voice mail, extensions and direct connection to DPW. It would also provide direct connection to code enforcement.

Draft audit is in house and the final audit should be ready by the end of the year.

Employees now have direct deposit and will soon have a deferred compensation program and AFLAC coverage.

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

November was a very busy month with the tree lighting and photos with Santa. The November 8<sup>th</sup> parks Commission meeting brought some new energy. The committee would like to bring back the movie nights. There will be caroling on December 14th at Whoseepee Park. Milk & Sugar will be donating bells and refreshments for the children. Discussed fundraising for more playground equipment. Will regroup in mid-Winter in preparation for the Spring and Summer.

Several members of the Board and Parks Committee took a walk with Brett Branco of Manatuck Blvd. around the Lakes. He pointed out many points of interest as to how to maintain the Lakes and the foliage and to help stop further erosion. He has volunteered to do nature walks on Sundays in the Spring for anyone who is interested in the ecology of the Lakes area.

**Highway Department – Trustee Whitwell**

The DPW has been very busy installing corn stalks for the Fall season. The Downtown business organization has donated wreaths and lights for the Downtown area.

Equipment is being prepared for the Winter season. We are inviting landscapers with plows to sign up as back-up for our plowing efforts.

**Chris Pace** was recognized with a Proclamation for donating Snapple beverages for the Family nights and other Village events. He always responds to any requests for assistance with any Village events.

**Appointment:** Thanked Mr. Bart Ackerson for all his years of service as the Harbormaster for the Village. Motion to appoint Charles Hayward as Harbormaster for a term of one year.

Motion: Trustee Elliott

Second: Trustee Urso

Vote: 5 ayes 0 nays

**Motion to call for Public Hearing:** On January 5<sup>th</sup>, to hold a Public Hearing on the adoption of the 2015 Bay Shore Fire District Protection Contract.

Motion: Trustee Sullivan Second: Trustee Elliott

Vote: 5 ayes 0 nays

**Permission to enter into Agreement with Fundamental Business Systems:** This company handles parking ticket collections for 65 Villages in New York State. They would handle the dunning notices, collections letters and judgments for non-payment. All funds would flow through Village Hall and the company would receive 30% of any fines collected over 30 days old.

Motion: Trustee Elliott

Second: Trustee Urso

Vote: 5 ayes 0 nays

**Permission to enter into Agreement with Empire State Purchasing Group for a one-time fee of \$195.00:** This will allow the Village to post bids, see other bids, piggy-back off of contracts and increase the exposure to potential vendors for purchased of goods and services.

Motion: Trustee Urso

Second: Trustee Sullivan

Vote: 5 ayes 0 nays

**Resolution to participate in the NYS Department of Environmental Conservation Grant under the Urban and Community Forestry Program for Arbor Day Ceremony and Tree Planting:**

Motion: Trustee Elliott

Second: Trustee Whitwell

Vote: 5 ayes 0 nays

**WHEREAS**, Kevin Niles, resident of Brightwaters, is applying to the New York State Department of Environmental Conservation for a project grant under the Urban and

Community Forestry Program to be located at Walker Beach, a site located within the territorial jurisdiction of this Board of Trustee; and

**WHEREAS**, as a requirement of these programs, said resident must obtain the “approval/endorsement of the governing body of the municipality in which the project will be located”,

**NOW, THEREFORE**, be it resolved that the Board of Trustees of the Village of Brightwaters hereby does approve and endorse the application of Kevin Niles for a grant under the Round 11 Urban and Community Forest Program for a project known as Walker Beach Memorial Tree and located within this community.

**Approval of the Treasurer’s Budget Modification:**

Motion: Trustee Elliott

Second: Trustee Urso

Vote: 5 ayes

0 nays

Revenue: Increase Budget Amount

A2680 Insurance Recoveries	3,071.37
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Expense: Decrease Budget amount

A1110.412	Court - Computer Software Support	500.00
A1320.417	Auditor Professional Services	4,000.00
A1680.425	Payroll Checks	200.00
A1990.9	Contingency Account	4,587.98
A4020.4	Registrar - Contractual	560.00
A5182.417	New lights/Poles	3,000.00
A7180.1	Walker Beach Personnel	1,930.43
A7180.410	Walker Beach Lights, water	500.00
A7180.425	Beach Supplies	500.00
A7310.417	Day Camp - Prof Services	217.24
A7310.425	Day Camp - supplies	194.22
A7310.430	Day Camp Uniforms	164.00
A8160.4	Garbage collections	10,000.00
A8560.470	Tree Planting	12,000.00
A9010.8	NYS Retirement	33,199.00

Total 74,624.24

Increase Budget Amount

A1620.202	Buildings - Furniture & Fixtures	2,000.00
A1620.205	Buildings - phone system	600.00
A1362.415	Treas. - Tax Prgram support	80.10
A1410.2	Clerk – Equip	2,300.00
A1410.418	Website Design	2,100.00
A1410.425	Clerk - Office Supplies	800.00
A1410.440	Clerk - Professional Services	500.00
A1620.431	Buildings - Repair & Maintenance	1,200.00

12/1/2014 - Board of Trustees Meeting

A1620.425	Buildings - Supplies	300.00
A1620.426	Buildings - Phones	6,000.00
A1620.427	Buildings - Cell Phones	3,000.00
A1620.4	HWY - Contractual	1,400.00
A1640.410	HWY - Utilities	4,000.00
A1640.421	HWY - Structures	7,000.00
A1670.425	Copier Supplies	250.00
A1680.434	P/R Computer Software support	53.40
A3310.428	Traffic Signs	1,010.00
A3620.417	CEO Professional Services - Computer	425.00
A6420.4	Downtown Revitalization	3,250.00
A5110.417	Engineering services	2,200.00
A5110.431	Street repair and maintenance	1,000.00
A5142.431	Snow - Parts, Repairs	3,500.00
A5182.406	Street Light and Traffic Light Repairs	5,000.00
A5182.441	Poles/Attachments	181.65
A6410.1	Events - Overtime	1,500.00
A6410.415	Publicity - Newsletter postage	2,050.00
A6410.440	Ceremonies	5,000.00
A7110.410	Gilbert Park Water	2,400.00
A7110.437	Parks - plants	2,000.00
A7180.4	Walker Beach Contractual	714.00
A7180.431	Beach - Repairs & Maint	1,770.00
A7230.437	Canal - ground cover, fill	37.75
A8170.413	Leaf Bags	377.00
A8510.401	BIG Walkway	1,505.34
A8510.4	BIG Expenditures	8,000.00
A8560.432	Tree Spraying	1,120.00
Total		74,624.24

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

Motion: Trustee Elliott      Second: Trustee Urso  
 Vote: 5 ayes                  0 nays

**ABSTRACT REPORT FOR BOT DECEMBER 1, 2014**

General Fund

ABSTRACT #	Date	# of Vouchers	Abstract Amount
3901	11/6/2014	25	104,937.62
3902	11/10/2014	2	290.00
3903	11/13/2014	9	7,676.12
Prepaid 3903	11/13/2014	6	7,399.07

Trust & Agency

ABSTRACT #	Date	# of Vouchers	Abstract Amount
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12/1/2014 - Board of Trustees Meeting

398	11/25/2014	1	28.00
399	11/25/2014	1	324.20

**Treasurer's Report**

October-14

General Account Disbursements \$201,847.11  
Includes checks 9058 through 9114 and transfers to other Village accounts

Restoration Account  
R440 \$2,600.90

Trust & Agency Account Disbursements \$17,534.84  
Includes checks 3079 through 3080 and electronic tax payments

Payroll Account Disbursements \$34,736.10

Meeting adjourned 9:30 PM

Approximately 23 people in attendance.