

BOARD OF TRUSTEES MEETING MINUTES – May 21, 2018

The mid-month meeting of the Board of Trustees of the Inc. Village of Brightwaters was held on Monday, May 21, 2018 at 7:30 p.m. at Village Hall, 40 Seneca Dr., Brightwaters, NY, with the following officers present:

Joseph McDermott	Mayor
Laurie Elliott	Trustee
Carmine Chiappetta	Trustee
John Valdin	Trustee
Thomas Zepf	Trustee
Nicole Rhodes	Clerk-Treasurer
Charles Casolaro	Village Attorney
Anthony Rambazis	Code Supervisor

At 7:30 pm Mayor, Joseph McDermott called the meeting to order followed by a salute to the flag.

Presentation by David Tanner of Liberty Capital

David Tanner of Liberty Capital advised that there is an annual filing as part of bonding that Liberty Capital does with the filing of the Village budget and audited financials. When reviewing the village budget, he noticed the Village fund balance reserve has dropped down a bit and he thought it would be appropriate to come in and explain the importance of not dipping into the fund balance if you don't have to and if you do to know the consequences. The Village has two different bonds that are outstanding. 1.6 million for the Canal & 1.65 million for Roads and Equipment. You want to keep the reserves at a higher balance for credit rating and future bonding. Also, being the Village is a waterfront community if an emergency happened where you needed funds that's the ideal situation to dip into the reserves. The Village currently has an unassigned fund balance policy where it's goal is to achieve and maintain an unassigned fund balance in the general fund at fiscal year end of not less than 6% and not more than 20% of budgeted expenditures.

Presentation by Nicole Christian of HB Solutions

Nicole Christian of HB Solutions presented an update of the different grant applications she's currently working on and will be working on in the future for the village.

1. NYS DOT Pedestrian Safety Action Plan (PSAP) – Was Due March 9, 2018
The Village did not have at least \$250,000 in Design or Construction therefore we did not submit.
2. SC Design and Planning Grants for Walkability/Traffic Study
Applied for Jumpstart Funding on March 8, 2018 for \$150,000
Reached out for S.C. Regional Planning Association support
Nicole Christian reached out to Suffolk IDA contact for RPA planning grant funding possibilities; instructed to contact again in mid-May.
3. Application preparation for Suffolk County Downtown Revitalization– Due May 25, 2018 for Brightwaters Downtown Pedestrian Accessibility and Connectivity Improvements grant of \$29,400 (49% of \$60,000 total project cost)
 - i. Application resolution drafted May 7
 - ii. Application draft complete May 11
 - iii. Will be submitted on or before May 23

4. NYS Planning Grants – Via the Consolidated Funding Application Due July 2018
 - a. Local Waterfront Revitalization Program (LWRP)
 - b. Downtown Master Plan AND/OR also seek out S.C. Regional Planning Association support

Topics for discussion:

- Downtown Revitalization, Northeast Corner / North Extension: The Board agreed to extend the sidewalk on the Northeast corner from North Windsor to Hiawatha. The Northeast corner going East on Orinoco Drive to Pine Acres and the Northwest corner going North on North Windsor to Hiawatha to be applied for in the Suffolk County Round 16 grant application.

BOARD OF TRUSTEES – INC. VILLAGE OF BRIGHTWATERS
RESOLUTION – May 21, 2018

**AUTHORIZATION TO PROCEED WITH NORTHEAST EXTENSION OF THE
DOWNTOWN REVITALIZAION PROJECT**

WHEREAS, for the beautification and economic interest of the business district the Board of Trustees hereby **RESOLVES**, as follows:

WHEREAS, the Village is authorized to proceed with the North East Extension of the Downtown Revitalization Project which encompasses North Windsor to include Hiawatha Drive, for the installation of new concrete sidewalks on Village right of ways, paver strips, decorative light posts, trees and accessories to beautify the area;

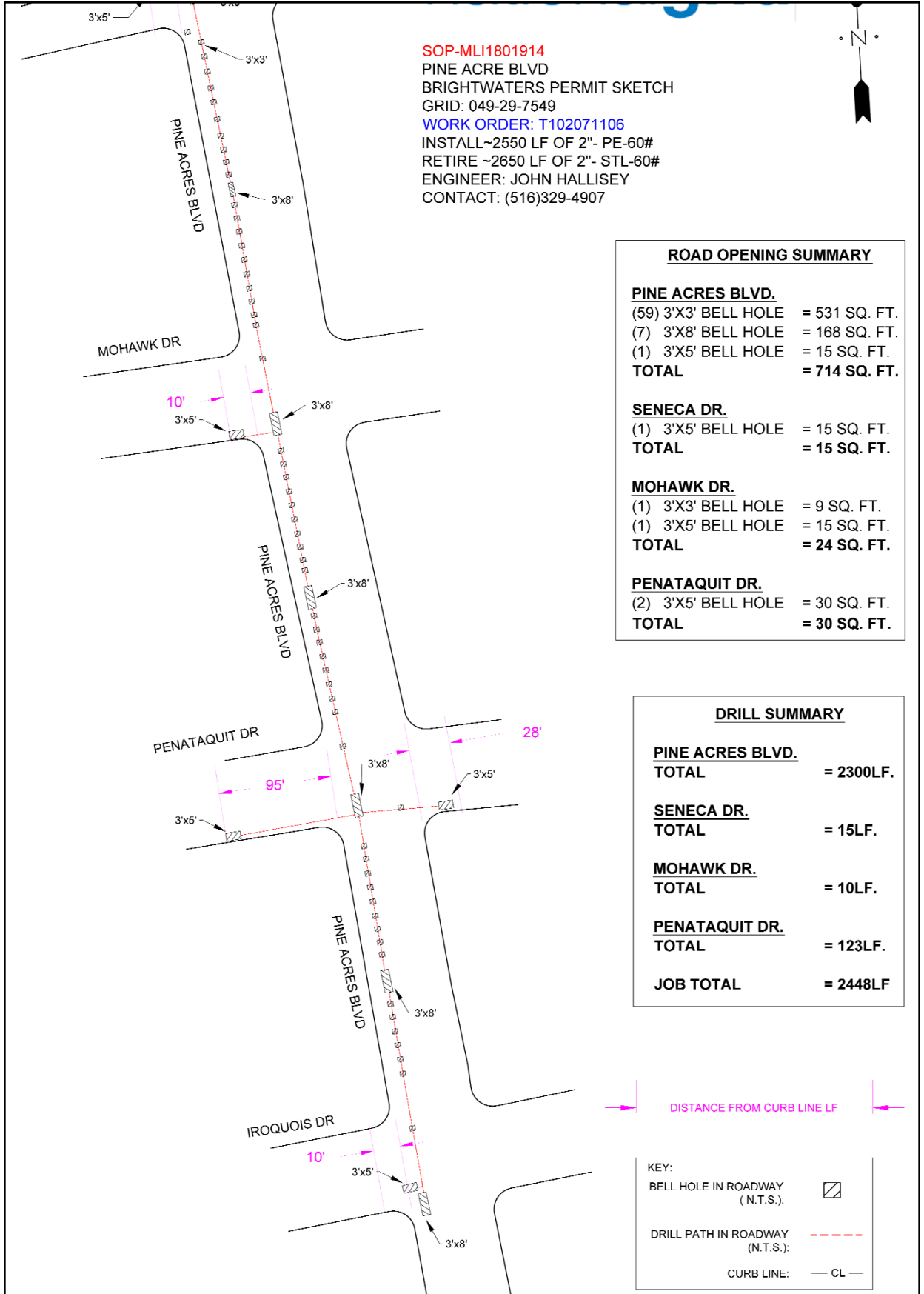
WHEREFOR, this **RESOLUTION**, hereby adopted by vote of the Board of Trustees on May 21, 2018, shall be promptly recorded in the Office of the Village Clerk, and made part of the public record.

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

- National Grid Emergency Road Openings: National Grid completed a road opening permit application for mandatory emergency gas work involving 72 road openings. They plan on opening areas on cross streets that have been recently paved. The Board voted to allow National Grid to do emergency road openings but the Village Engineer will determine a figure for the cost for repaving those areas in which National Grid will cut a check for.

The area will be:

Seneca Dr. = (15' * Width of road) + intersection area
Mohawk Dr. = (10' * Width of road) + intersection area
Penataquit Dr. = Width of road (95'+28') + intersection area
Iroquois Dr. = (10' * Width of road) + intersection area



Approve National Grid to perform emergency work on the recently paved roads subject to an agreement between National Grid to cover the cost to repave the intersections of the openings.

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

- Henly's Village Tavern Public Assembly: Daniel Kitson of Henly's Village Tavern applied for a Public Assembly to hold a BBQ on the side of his building in their private parking lot with live music in July on a Saturday or Sunday between the hours of 11am-6pm. The Board was concerned about parking but happy about it possibly bringing in business to the other establishments. It was discussed that it would be helpful if the street was shut down. Also, an additional Code Officer may need to be put on the schedule and Henly's should cover the cost of the additional Code Officer. The Mayor will speak to Dan to make sure he speaks to all the surrounding businesses in the downtown affected by this event.
- Summer Director: It was discussed to combine the role of the Summer Director to also act as a support role to the volunteers at Brightwater's Summer Events such as the Ice Cream Social and Walker Beach nights, etc. The Mayor suggested adding up the events and hours and possibly pay her per event. She should also have a Brightwaters shirt when attending these events.
- Sidewalk near Library: Needs attention. Possibly could rip it up and put down sod. Should be discussed further.
- Code Enforcement:
 - Drug Policy for Code Department: The Village has a drug testing policy for Department of Public works. The Village will extend this in adding the Code Dept. to this policy. The Village Attorney will write up a letter to notify the Code Department. They will have a 30-day notice.

Motion: Trustee Zepf Second: Trustee Chiappetta
Vote: 5 ayes 0 nays

- GPS Tracking System in Code Vehicles: Supervisor, Anthony Rambazis expressed the need for a GPS Tracking System in both Code Vehicles. The Village will purchase these upon Supervisor Rambazis recommendation.

Motion: Trustee Zepf Second: Trustee Chiappetta
Vote: 5 ayes 0 nays

- Liquor Store: Received complaints about the boxes in the liquor store window. The Mayor spoke with the owner and since then there are now more boxes. Trustee Zepf will go over and speak with the owner if there is still no compliance a letter should go out.
- Sweet Gum Trees: The Village needs to come up with a tree replacement list with a variety of calipers for anyone who wants to remove a sweet gum tree. They will need to replace them. It was discussed that there may be a chemical to inject into the trees. Needs more research.
- Pine Drive:
 - Possibly initiate Village Code for no overnight parking on both sides of the street since the Village owns the road. Those residents would need to be notified and it will need to be re-evaluated.

05/21/2018 - Board of Trustees Meeting

- A complaint was received from a resident on Pine about needing an extra pick up after a holiday. Being that only one person complained about this, the Board decided not to pursue.
- Events:
 - Ice Cream Social will be held on August 5th. It will still be named after McNulty and they will be notified.
 - Bill and Brook Pitta are preparing for the family fun nights.
 - Volleyball: Received a bunch of calls but no registrations yet.
 - Plant Sale was sold out.
- Parks:
 - Two adult picnic tables and one children one was ordered for Wohseepee Park.
 - The Pirate Ship is being installed at Walker Beach.
- Lakes:
 - A meeting is being set up with the DEC to address the lily pads that are taking over the lakes.

Approve to go forward with the resurfacing of the tennis courts at Wohseepee Park and award the work to the company with the lowest estimate from Gold Coast Tennis in the amount of \$23,200. This expense was not included in the budget and will be used from the reserves.

Motion: Trustee Valdini Second: Trustee Zepf
Vote: 3 ayes 2 nays

Adjourn: Motion: Trustee Elliott Second: Trustee Zepf
Vote: 5 ayes 0 nays

Meeting adjourned 10:40 PM