

**VILLAGE OF OLD FIELD
BOARD OF TRUSTEES PUBLIC MEETING
TUESDAY, APRIL 12, 2016 -- 7:00 P.M.
KEEPER'S COTTAGE -207 OLD FIELD ROAD, SETAUKET**

**Mayor Michael Levine-Safety
Deputy Mayor Steven Shybunko-Fire and Special Projects
Trustee Robert Whitcomb-Street and Road Repairs
Trustee Timothy Hopkins –Environmental Council
Trustee Jeffrey Owens-Parks, Building and Street Trees**

Attorney Anthony Guardino absent
Attorney James Armentano
Village Clerk Adrienne Kessel
Village Treasurer Andrea Podolsky
Building Inspector Joseph Arico

Call to Order Mayor Levine opened the meeting at 7:00 PM, and led the pledge to the flag.

Election Results and Swearing In Ceremony

Michael Levine, Mayor
Robert Whitcomb, Trustee
Timothy Hopkins, Trustee

I, _____, do solemnly swear that I will support the constitution of the State of New York, and that I will faithfully discharge the duties of the office of the (Mayor/ a Trustee) _____ of the Incorporated Village of Old Field, New York according to the best of my ability.

Deputy Mayor Steve Shybunko swore in Mayor Mike Levine, Trustee Tim Hopkins and Trustee Robert Whitcomb.

ANNUAL APPOINTMENTS AND RESOLUTIONS

The Mayor appointed Stephen Shybunko as Deputy Mayor for a 1 year term.

On a motion made by Mayor Levine, and seconded by Trustee Shybunko, the following appointments were approved, 5-0.

Planning Board

Chair, Planning Board	1 year term	Brian Carmody
Vice Chair, Planning Board	1 year term	Bruce Feller
Member	5 year term	Edward Kemp
Alternate Member	2 year term	Paolo Coppola
Alternate Member	2 year term	Douglas Mason

Zoning Board of Appeals

Chair, Zoning Board	1 year term	Thomas Taranto
Member	5 year term	Thomas Taranto
Alternate Member	2 year term	Don Pius

Environmental Council (1 year)

Timothy Hopkins, Chair
Haig Seferian
John Lehner
Douglas Casimir

On a motion made by Mayor Levine, and seconded by Trustee Hopkins, the following appointments were approved, 4-0.

Commissioner of Fire and Special Projects (1 year term) **Stephen Shybunko**

Commissioner of Street and Road Repairs (1 year term) **Robert Whitcomb**

Commissioner of Parks, Building and Street Trees (1 year term) **Jeffrey Owens-**

On a motion made by Mayor Levine, and seconded by Trustee Shybunko the following appointment was approved.

Commissioner of Environmental Council (1 year term) **Timothy Hopkins**

On a motion made by Mayor Levine and seconded by Trustee Shybunko, the following appointments were approved, 5-0.

Commissioner for the Port Jefferson Harbor Management Complex
Tom Taranto

Joe Arico as the Building Inspector
Steve Hayduk, Village Engineer
Anthony Guardino of Farrell Fritz as Village Attorney
David M. Kaufman as Prosecuting Attorney

On a motion made by Trustee Whitcomb and seconded by Mayor Levine, the following one year appointments were approved, 5-0. The salary increase of 3% was tabled. Salaries listed are current.

Andrea Podolsky as Village Treasurer for a one year appointment at \$30.00/hr.

Adrienne Kessel as Village Clerk/Tax Collector and Registrar of Vital Records for a one year appointment at \$30.00 hr.

William McGuire as Village Administrator and Senior Code Enforcement Officer for a one year appointment at \$30.96/hr.

Captain Joseph Matthews as a part-time Code Enforcement Officer for a one year appointment at \$26.96 hr.

Lieutenant Robert Egan as a part-time Code Enforcement Officer for a one year appointment at \$25.57 hr.

Lieutenant William Haynes as a part-time Code Enforcement Officer for a one year appointment at \$25.57/hr.

Gary Borowski as a part-time Code Enforcement Officer for a one year appointment at \$22.02/hr.

Sgt. Michael Nuzzo as Part-time Code Enforcement Officer for a one year appointment at \$24.30 /hr.

Joseph Bica as a part-time Code Enforcement Officer for a one year appointment at \$22.02/hr.

Frank Croce as a part-time Code Enforcement Officer for a one year appointment at \$22.02/hr.

Kris Brandt as a part-time Code Enforcement Officer for a one year appointment at \$22.02/hr.

Mayor Levine named Marianne Feller as Village Court Clerk for a one year appointment at \$22.52/hr. This appointment was made upon the advice and consent of Village Justice Ron LaVita and did not require a resolution of approval from the Board of Trustees.

Mayor Levine reappointed the following for a one year license renewal:

Official Newspaper – Village Times
Depositories – HSBC Bank, Bank of New York.
Auditors –Papas and Papas, LLP for the year ending February 28, 2017
Animal Warden – Jean Darrow
Historian – Charlene Seifert

On a motion made by Trustee Shybunko, seconded by Trustee Hopkins, the following miscellaneous Board meeting items were approved, 5-0.

Advance Approval of Claims
Fixed Mileage Allowance @ 0.54 cents per mile.
Procurement Policy
Schedule of Meetings: The Board of Trustees work sessions are held at 6:00 p.m. at the Lighthouse the first Thursday of each month. The Board of Trustees regularly scheduled meetings are held at 7:00 p.m. at the Keeper's Cottage on the second Tuesday of each month. No meeting is scheduled in August.
Policy & Procedures Manual
Electronic Use Policy
Sexual Harassment Policy
Investment Policy

On a motion by Trustee Shybunko, seconded by Mayor Levine, the following appointed officials were approved to live outside the Village, approved 5-0.

Village Clerk
Treasurer
Court Clerk
Chief Senior Code Enforcement Officer
Part-time Code Enforcement Officers
Part-time Park Ranger
Building Inspector
Village Engineer

Village Attorneys

A motion made by Trustee Hopkins and seconded by Trustee Whitcomb to permit employees of the Village to attend schools, conferences, seminars, etc. conducted for the benefit of the Village and was approved, 5-0.

Introduction of Board Members

Public Comments

Approval of Minutes of March 8, 2016

On a motion by Trustee Hopkins, seconded by Trustee Shybunko, the board approved the minutes of March 8, 4-0. Mayor Levine, who did not attend, abstained from the vote.

Acceptance of Treasurer's Report – March 2016

On a motion by Trustee Shybunko, seconded by Trustee Hopkins, the board approved the Treasurer's report, 5-0.

On a motion by Mayor Levine, seconded by Trustee Shybunko, the Board approved the warrants as presented, 4-0. Trustee Owens abstained.

Chief Code Enforcement Officer's Report

The Board reviewed the Code Officer's report.

Landscaping Bid- On a motion by Mayor Levine, seconded by Trustee Shybunko, the Board approved the landscaping bid to sole bidder, Old Field Landscaping, Inc., 5-0.

Permits: Environmental

On a motion by Trustee Hopkins, seconded by Mayor Levine, the Board approved the following permits, 5-0.

Mammen, 12 Woodcock Lane, replant 32 trees and restore understory with approved vegetation and plantings, with notification of Environmental Council at the conclusion of work, upon completion of dwelling.

Mammen, 12 Woodcock Lane, remove two trees.

Drechsler, 9 Woodhull Lane, remove 13 trees.

Curry: 27 Flax Pond Road, remove four dead and diseased trees, subject to application.

The Board directed all fence applications to come before them for approval.

Building Permits:

On a motion by Mayor Levine, seconded by Trustee Shybunko, the board approved Keyspan-14 Old Field Woods Road (Jaeggi) Bell hole, 5-0.

On a motion by Mayor Levine, seconded by Trustee Shybunko, the board approved Open Space Institute-3 Shore Drive, demolition of one family dwelling

On a motion by Trustee Shybunko, seconded by Mayor Levine, the board approved Huston-12 Crane Neck Road, 320 sq. ft. addition, interior alterations to a one family dwelling

On a motion by Trustee Shybunko, seconded by Mayor Levine, the board approved Gordon, 14 Holly Lane, for demolition of existing cabana, and reconstruction of a new cabana, 19' 1" x 15' 1", as approved site plan.

New Business

On a motion by Trustee Whitcomb, seconded by Mayor Levine, the Board approved the proposals of Dejana Industries, Inc., 5-0.

Catch Basin Cleaning @\$1365.00 per day with an 8 hour minimum

Street sweeping @ \$125.00 per hour, 8 hour minimum.

Old Business

Fire Department contract: The Board discussed the Village joining the East Setauket Fire District.

Lighthouse planting-review proposed planting plan for spring

Keeper's Cottage Fall/Winter classes, waiting for schedule

Commissioners Reports:

Mayor Levine-Safety

Trustee Shybunko-Fire, Special Projects

Trustee Timothy Hopkins-Environmental Council

Trustee Owen-Parks, Building, Street Trees

Additional Public Comments

There were no additional comments.

Adjournment On a motion by Trustee Whitcomb, seconded by Trustee Shybunko, the Board adjourned the meeting at 7:55 PM.

Calendar

- Auditors April
- Board of Trustees Work Session, May 5, 2016 at 6:00 pm in the Keeper's Cottage.
- Board of Trustees Regular Meeting, Tuesday, May 10, 2016 at 7:00pm in the Keeper's Cottage.
- Old Field Spring Picnic-May 21, 2016 from noon to 5:00 PM

Respectfully submitted,
Adrienne Kessel
Village Clerk