

VILLAGE OF OLD FIELD
BOARD OF TRUSTEES ORGANIZATION MEETING MINUTES
Tuesday, April 13, 2021 7:00 P.M.

Mayor Bruce Feller-Code Enforcement

Deputy Mayor Stephen Shybunko -Fire and Special Projects

Trustee Thomas Pirro-Street & Road Repairs

Trustee Tom Gulbransen-Environmental Council

Trustee Rebecca VanDerBogart -Parks, Building and Street Trees

Attorney Anthony Guardino

Village Clerk Adrienne Kessel

Village Treasurer Andrea Podolsky

Building Inspector Joseph Arico

Mayor Feller welcomed Daniel Sobel and Jake Bernhard, 11th graders at Ward Melville High School, who have volunteered to keep the Lighthouse Park grounds free of debris and animal waste, by monitoring it on a weekly basis. Both young men said they visit the park often, and would like to help keep the environment clean. The Mayor and Board thanked them for their initiative and efforts. Trustee Gulbransen offered to advise them on additional clean ups for the beach areas.

Election Results and Swearing In Ceremony

Elected Trustee for a two year term: Trustee Stephen Shybunko

Elected Trustee for a two year term: Trustee Rebecca VanDerBogart

Mayor Feller swore in Trustee Shybunko and Trustee VanDerBogart.

I, (name) 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 TRUSTEE of the Incorporated Village of Old Field, New York, according to the best of my ability.

ANNUAL APPOINTMENTS AND RESOLUTIONS

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

On a motion by Trustee Pirro, seconded by Mayor Feller, the Board approved Michael Levine for Associate Village Justice for a one year term, 5-0.

Zoning Board of Appeals Chair, Appointment (1 Year term)

On a motion by Trustee Shybunko, seconded by Trustee Gulbransen, the Board approves Richard Sobel as Chair of the ZBA for a one year term 5-0.

ZBA-The Mayor appoints the following members:

Rob Matthews as a Board member for the ZBA to fill an unexpired term to 2022

Thomas Boyle as a Board member for the ZBA to fill an unexpired term to 2023

Robert Whitcomb as an alternate for the ZBA for a term of two years, 2021- 2023.

Alternate for the ZBA for a term of two years, 2021- 2023, to be determined.

Planning Board, Chair, appointment (1 Year Term)

On a motion by Mayor Feller, seconded by Trustee Shybunko, the Board approved the following:

Brian Carmody as a member of the Planning Board, 2021-2026, and Chair of the Planning Board for a one year

Term 2021-2022.

On a motion by Trustee Pirro, seconded by Mayor Feller, the Board approved the following:

John Von Lintig as a Planning Board member, 2021-2026, 5-0.

On a motion by Trustee Pirro, seconded by Mayor Feller, the Board approved Christine D’Alessandro as a Planning Board member to fill an unexpired term to 2022, 5-0.

On a motion by Mayor Feller, seconded by Trustee Shybunko, the Board approved Harriet Gerber as an alternate to the Planning Board for a two year term, 2021-2023, 5-0.

The Mayor appoints the following:

Environmental Council (1 year)

On a motion by Mayor Feller, seconded by Trustee Shybunko, the Board approved the following, 5-0.

Chair, Trustee Tom Gulbransen

Haig Seferian

John Lehner

Christine D’Alessandro

Annie Laurie Shroyer

Commissioner Appointments

On a motion by Trustee Shybunko and seconded by Trustee VanDerBogart, the following appointment was approved, 4-0. Mayor Feller recused.

Mayor Feller, Commissioner for Code Enforcement (1 year term).

On a motion by Mayor Feller and seconded by Trustee Pirro, the following appointment was approved, 4-0, Trustee Shybunko recused.

Trustee Shybunko, Commissioner of Fire and Special Projects (1 year term)

On a motion by Mayor Feller and seconded by Trustee VanDerBogart, the following appointment was approved, 4-0. Trustee Pirro recused. (1 year term)

Trustee Pirro, Commissioner of Streets and Roads (1 year term).

On a motion by Mayor Feller and seconded by Trustee Shybunko, the following appointment was approved, 4-0. Trustee Gulbransen recused. (1 year term)

Trustee Tom Gulbransen, Commissioner of Environmental Council (1 year term)

On a motion by Mayor Feller and seconded by Trustee Pirro, the following appointment was approved, 4-0. Trustee VanDerBogart recused. (1 year term)

Trustee VanDerBogart, Commissioner of Parks, Buildings and Street Trees

Port Jefferson Harbor Management Complex

On a motion by Trustee Pirro and seconded by Mayor Feller, the following appointment was approved, 5-0. (1 year term)

Thomas Taranto, Commissioner

On a motion by Trustee Pirro and seconded by Trustee VanDerBogart, the following appointments were approved, 5-0. (1 year term)

Steve Hayduk, Village Engineer

Anthony Guardino of Farrell Fritz, Village Attorney

David M. Kaufman, Prosecuting Attorney

On a motion by Trustee Pirro and seconded by Trustee VanDerBogart , the following appointments were approved, with a 3% salary increase, 5-0.

Adrienne Kessel as Village Clerk, Tax Collector and Registrar of Vital Records, for a one year appointment, from \$33.76 to 34.77

Andrea Podolsky as Village Treasurer and Deputy Registrar of Vital Records for a one year appointment, from 33.76 to 34.77

Joe Arico, Building Inspector, at an annual salary from \$30,900 to \$31,827

Deputy Mayor Stephen Shybunko named Marianne Feller as Village Court Clerk for a one year appointment, from 25.36 to 26.90.

This appointment was made upon the advice and consent of Village Justice Mitchell Birzon and did not require a resolution of approval from the Board of Trustees.

The following appointments for Code Enforcement:

On a motion by Trustee Pirro and seconded by Trustee Shybunko the following one year appointments were approved at a 3% salary increase, 5-0.

Robert Anderson as a part-time Code Enforcement Officer for a one year appointment, from 25.52 to 26.29

Joseph Bica as a part-time Code Enforcement Officer for a one year appointment, from 25.52 to 26.29

Gary Borowski as a part-time Code Enforcement Officer for a one year appointment from, from 25.52 to 26.29

Dave Cafarella as part-time Code Enforcement Officer for a one year appointment, from 25.52 to 26.29

Anthony Croce as part-time Code Enforcement Officer for a one year appointment, from 25.52 to 26.29

Frank Croce, Senior Code Enforcement, part-time, in-house title of Chief, for a one year appointment, from 32.09 to 33.05

John Cronin as part-time Code Enforcement Officer for a one year appointment, from 25.52 to 26.29

On a recommendation by Chief Croce, appoint Michael Dominguez as Sergeant, part-time Code Enforcement Officer for a one year appointment, from 25.52 to 29.02

Captain Joseph Matthews as a part-time Code Enforcement Officer for a one year appointment, from 31.83 to 32.78

Douglas Murphy as a part-time Code Enforcement Officer for a one year appointment, from 28.64 to 29.50

Paul Wasielewski as part-time Code Enforcement Officer for a one year appointment, from 25.52 to 26.29

Frank Zeoli as part-time Code Enforcement Officer for a one year appointment, from 25.52 to 26.29

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

Official Newspaper – Village Times
Depositories – HSBC Bank, Bank of New York
Animal Warden – Jean Darrow
Historian – Charlene Seifert

On a motion by Mayor Feller and seconded by Trustee VanDerBogart, the following miscellaneous items were approved, 5-0.

Advance Approval of Claims

Fixed Mileage Allowance

Procurement Policy

Schedule of Meetings: The Board of Trustees work sessions are held at 6:00 p.m. on the first Thursday *after the first Tuesday* of each month. The Board of Trustees regularly scheduled meetings are held at 7:00 p.m. on the following Tuesday. No meetings are scheduled in August.

Policy & Procedures Manual

Electronic Use Policy

Sexual Harassment Policy

Investment Policy

On a motion by Trustee Pirro and seconded by Trustee Gulbransen, the Board authorized the following appointed officials to live outside the Village, 5-0.

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

On a motion by Mayor Feller, seconded by Trustee Gulbransen, the Board approved employees of the Village to attend schools, conferences, seminars, etc., conducted for the benefit of the Village, only with prior Board approval, 5-0.

Monthly Meeting

Lighthouse Project

Former Mayor and Lighthouse Foundation President Michael Levine, and Lighthouse Foundation member Bob Muller, (President of the US Lighthouse Society, LI chapter, member of the Stepping Stones Lighthouse Preservation Society) presented information on considering the Lighthouse for placement on the Historic Register.

Bob Muller went over the advantages and limits. The advantages are greater eligibility for grants, the limits prevent Federal funds being used for any work that would injure the historic nature and importance of the site. Michael Levine discussed placement on the register will enable the Village to be eligible for a grant from the Gardiner Foundation, which he said is conditional on an historic listing.

The Board discussed the concerns regarding any interference historic designation could have on the renovation project. Another concern is interruption of the light, as Old Field remains a working Lighthouse.

Building

- On a motion by Mayor Feller, seconded by Trustee Pirro, the Board approved Alex Rubenstein, 1 Woodhull Cove, permit #2021-0006, for interior and exterior renovations with plumbing and electric for a two story single family dwelling, as per the approved plan, total of 796 square feet, 5-0. Fees were doubled for work started prior to a permit being issued, Stop Work Order issued in March.

Minutes

- On a motion by Trustee Shybunko, seconded by Mayor Feller, the Board approved the minutes of March 9, 2021, condensed, 5-0. Court reporter's verbatim minutes available upon request from the Clerk's office.

Treasurer

- On a motion by Trustee Pirro, seconded by Trustee Shybunko, the Board approved the warrants and Treasurer's Report as presented for March 2021, 5-0.
- Village Financial Stress Report, NYS Comptroller's Office reviewed.
- New Code car will be delivered by the end of the week.

Code Report

March 2021

- 583 Property checks
- 8 Field reports
- 4 Code violation investigation reports
- 3 Information reports
- 1 Fire investigation report

New Business

- The Board discussed R & M Engineering, Matthew Aylward, PE, and the bids from various contractors for the guard rail, located at the end of Old Field Road.
 Fiorini Landscape
 All Island Plumbing:
 Opal Construction
 LoDuca Associates, Inc
 Sea-Coast Construction, Inc.
 John McGowan & Sons
- On a motion by Trustee Gulbransen, seconded by Mayor Feller, the Board approved Salerno Brokerage Corp., Village insurance renewal premiums for 4/1/2021-2022 at \$30,500.85, the expiring premiums were \$30,197.66, 5-0.
- On a motion by Trustee Pirro, seconded by Mayor Feller, the Board approved the Engagement letter from Cullen & Danowski to serve as Village auditor, including certified audits, for one year from \$10,000 per year to \$10,500,5-0.

Old Business

Cell phone coverage within the Village

Commissioners Reports:

Mayor Feller-Code

Trustee Shybunko-**Fire, Special Projects** Contacted Mike Ahrens, Assistant Vice President of Government and Community Relations, who will contact the Village re a possible cell tower or other cellular communication device on the Sunwood property, owned by the State. A scheduled walk through has been cancelled.

Trustee VanDerBogart -Parks, Building, Street Trees

Trustee Gulbransen-Environmental Council Trustee Gulbransen discussed the Environmental Committee's decision regarding Ken Buck, 17 Crane Neck Road, whose request to remove a live tree was denied, but removing a limb was approved, and the removal of a Norway Maple if the homeowner chooses to do so. On a motion by Mayor Feller, seconded by Trustee VanDerBogart, the Board approved the Environmental Committee recommendations, 5-0.

Trustee Pirro-Street & Road Repairs

Additional Public Comments

Executive Session

Adjournment On a motion by Trustee Pirro, seconded by Mayor Feller, the Board adjourned the meeting at 8:18 PM.

Calendar

Next work session is May 6, 2021 at 6:00 PM at the **Keeper's Cottage, 207 Old Field Road, adjacent to the Lighthouse**. BOT Monthly Meeting May 11, 2021, 7:00 PM will be at the **Neighborhood House, 95 Main Street, East Setauket, NY 11733**

Respectfully submitted,
Adrienne Kessel
Village Clerk