

**Village of Old Field
Board of Trustees Organizational Meeting
Tuesday, April 12, 2022 7:00 P.M.**

Mayor Thomas Pirro-Code Enforcement, Lighthouse Project

Trustee Tom Gulbransen- Fire and Safety, Environmental

Trustee Rebecca VanDerBogart -Parks, Building and Street Trees, Lighthouse Reno Project (unable to attend)

Trustee Morgan Morrison-Street and Road Repairs

Trustee William Schaefer-Special Projects

Attorney Anthony Guardino

Village Clerk Adrienne Kessel

Village Treasurer Andrea Podolsky

Building Inspector Joseph Arico

Mayor Pirro opened the meeting at 7:00 PM and led the pledge to the flag.

Election Results and Swearing In Ceremony

Elected Mayor for a two-year term: Thomas Pirro

Elected Trustee for a two year term: Tom Gulbransen

Elected Trustee for a two year term: William Schaefer

Elected Trustee to fulfill 1 year open term to April 2023: Morgan Morrison

Swearing in of Mayor and Trustees

The four elected officials were sworn into office by Village Clerk Adrienne Kessel.

Oath of Office:

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 (Mayor) or (Trustee) of the Incorporated Village of Old Field, New York, according to the best of my ability.

ANNUAL APPOINTMENTS AND RESOLUTIONS

The Mayor appoints Tom Gulbransen as Deputy Mayor for a 1 year term.

Associate Village Justice

On a motion by Trustee Morgan, seconded by Trustee Gulbransen, the Board approves Michael Levine for a one year term as Associate Village Justice, 4-0.

30 DAY HOLD: Prosecuting Attorney

On a motion by _____, seconded by _____, the Board approve _____ for a one year term as Village Prosecuting Attorney.

Village Engineer

On a motion by Trustee Schaefer seconded by Trustee Morgan, the Board approved the following appointment (1 year term) Hayduk Engineering, 4-0.

Village Attorney

On a motion by Trustee Gulbransen, seconded by Mayor Pirro, the Board approved the following appointment (1 year term) Anthony Guardino, of Farrell Fritz, 4-0.

Commissioner Appointments

On a motion by Trustee Gulbransen, seconded by Trustee Morrison, the Board approved the following appointment, Thomas Pirro, (1 year term) as Commissioner for Code Enforcement, 3-0. Mayor Pirro recused.

On a motion by Trustee Schaefer, seconded by Mayor, the Board approves (1 year term) Trustee Tom Gulbransen, Commissioner of Fire and Commissioner of Environmental Council, 3-0. Trustee Gulbransen recused.

On a motion by Trustee Gulbransen, seconded by Mayor Pirro, the Board approves (1 year term) Trustee VanDerBogart, Commissioner of Parks, Buildings and Street Trees, Lighthouse Project, 4-0.

On a motion by and seconded by the Board approved Trustee Morgan Morrison Commissioner of Streets and Roads (1 year term), 3-0. Trustee Morrison recused.

On a motion by Mayor Pirro, seconded by Trustee Gulbransen, the Board approved (1 year term) Trustee William Schaefer, Commissioner of Special Projects, 3-0. Trustee Schaefer recused.

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

On a motion by Mayor Pirro, seconded by Trustee Gulbransen, the Board approves Richard Sobel as Chair of the ZBA for a one year term, 4-0.

ZBA- On a motion by Mayor Pirro, seconded by Trustee Schaefer, the Board approves Rob Mathews for a five year term Board member from 2022-2027, 4-0.

Planning Board Chair, appointment (1 Year Term)

On a motion by Mayor Pirro, seconded by Trustee Brian Carmody ,the Board approves (one year term) 2022-2023, 4-0.

Planning Board Members

On a motion by Mayor Pirro, seconded by Trustee Gulbransen, the Board approves Jeff Schnee a for a five year term, 2022-2027, 4-0.

On a motion by Mayor Pirro, seconded by Trustee Schaefer , the Board approves Stephen W. Shybunko for a five year term, 2022-2027, 4-0.

On a motion by Mayor Pirro, seconded by Trustee Morrison, the Board approves alternate members: Harriet Gerber and Paolo Coppola for two year terms, 2022-202, 4-0.

Environmental Council (1 year term 2022-2023)

On a motion by Trustee Schaefer, seconded by Trustee Morrison, the Board approves the following, 4-0.

Chair, Bruce Feller

Haig Seferian

John Lehner

Christine D'Alessandro

Annie Laurie Shroyer

Deer Fence Committee (1 year term 2022-2023)

On a motion by Trustee Morrison, seconded by Trustee Gulbransen, the Board approves the following: 4-0.

Lynn Spinnato

Karen Wexler

Ilia Rochlin

Hayley Ogle
Christine D'Alessandro
Alternate: Ann Simons

Village Historian

On a motion by Mayor Pirro, seconded by Trustee Morrison, the Board approves Charlene Seifert, for a one year term 2022-2023, 4-0.

Animal Warden

On a motion by Mayor Pirro, seconded by Trustee Morrison, the Board approves the following, Jean Darrow, for a one year term 2022-2023, 4-0.

Port Jefferson Harbor Management Complex

On a motion by and seconded by the Board approved (1 year term) Thomas Taranto, 4-0.

Appointments

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

30 DAY HOLD: Adrienne Kessel as Village Clerk, Tax Collector and Registrar of Vital Records, Clerk to the ZBA and Planning Board, for a one year appointment, from 34.77 to 35.81.

30 DAY HOLD: Joe Arico, Building Inspector, at an annual salary from \$30,900 to \$31,827, for a one year appointment

On a motion by Trustee Schaefer, seconded by Trustee Morrison, the Board approved the salary increase for Adrienne Kessel, and Joseph Arico, 4-0.

Andrea Podolsky as Village Treasurer, Deputy Registrar of Vital Records, and CFO (Chief Financial Officer) for a one year appointment, from 34.77 to 35.81

Mayor Pirro named Marianne Feller as Village Court Clerk for a one year appointment, from 26.90 to 27.71 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 Mayor Pirro, and seconded by Trustee Schaefer, the following one year appointments were approved at a 3% salary increase, 4-0.

Robert Anderson as a part-time Code Enforcement Officer for a one year appointment, from 26.29 to 27.08

Joseph Bica as a part-time Code Enforcement Officer for a one year appointment, from 26.29 to 27.08

Gary Borowski as a part-time Code Enforcement Officer for a one year appointment from 26.29 to 27.08

Dave Cafarella as part-time Code Enforcement Officer for a one year appointment, from 26.29 to 27.08

Anthony Croce as part-time Code Enforcement Officer for a one year appointment, from 26.29 to 27.08

Frank Croce, Senior Code Enforcement, part-time, in-house title of Chief, for a one year appointment, from 33.05 to 34.04

John Cronin as part-time Code Enforcement Officer for a one year appointment, from 26.29 to 27.08

Michael Dominguez, in-house title of Deputy Chief, part-time as Code Enforcement Officer with for a one year appointment, from 29.02 29.89

Captain Joseph Matthews as a part-time Code Enforcement Officer for a one year appointment from 32.78 to 33.76

Douglas Murphy as a part-time Code Enforcement Officer for a one year appointment, from 29.50 to 30.39

Paul Wasielewski as part-time Code Enforcement Officer for a one year appointment, from 26.29 to 27.08

Frank Zeoli as part-time Code Enforcement Officer for a one year appointment, from 26.29 to 27.08

Shane Matedero as part-time Code Enforcement Officer for a one year appointment, salary TBD (in Ex. Session)

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

Official Newspaper – Village Times

Depositories – J. P. Morgan Chase Bank, HSBC Bank,

On a motion by Mayor Pirro and seconded by Trustee Gulbransen, the following miscellaneous items were approved 4-0.

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 Schaefer and seconded by Mayor Pirro, the Board authorizes the following appointed officials to live outside the Village, 4-0.

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 Pirro, 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, 4-0.

Monthly Meeting

Building

- On a motion by Trustee Schaefer, seconded by Trustee Morrison, the Board approved Kevin Dymond, 141 Old Field Road, approve permit #2021-0037, bulkhead and dock, subject to receipt of Army Corp of Engineers letter of approval due first week in April, 4-0.
- On a motion by Trustee Morrison, seconded by Trustee Schaefer, the Board approved William Fish, 23 Flax Pond Woods Road, approve permit #2021-0044, additions and alterations, site plan approved by Village Engineer 02 26 22, 4-0.
- On a motion by Trustee Morrison, seconded by Trustee Schaefer, the Board approved Tim Sheppard, 11 Crane Neck Rd., permit #2021-0010, 20' x 44' inground pool with heater, site plan approved by Village Engineer on April 5, 4-0.
- On a motion by Trustee Morrison, seconded by Trustee Schaefer, the Board approved Chi Zhang 6 Flax Pond Woods Rd ,permit #2021-0022, replace existing driveway with pavers, site plan approved by Village Engineer March 22, 4-0.

Minutes

- On a motion by Mayor Pirro, seconded by Trustee Gulbransen, the Board approved the minutes of March 8, 2022.

Treasurer

- On a motion by Trustee Gulbransen, seconded by Mayor Pirro, the Board approve warrants and Treasurer's Report as presented for March 2022, 4-0.
- The Treasurer will distribute the Village Financial Stress Report, from the NYS Comptroller's Office, when received, for Board review.

Code Report

March 2022; 12 Field Reports: 812 property checks, 2 aided cases, 1 property damage, 6 Village information reports, 1 vehicle accident, 1 disturbance, 1 residential alarm

Action Items

- On a motion by Trustee Gulbransen, seconded by Mayor Pirro, the Board approved Salerno Brokerage Corp., for Village insurance, at the renewal premiums for 4/1/2022-2023 from \$30,500.85 to \$31,791.26, 4-0.
- On a motion by Mayor Pirro, seconded by Trustee Schaefer, the Board approved the Engagement letter from Cullen & Danowski to serve as Village auditor, including certified audits, for one year from \$10,500 per year to \$11,000, 4-0.
- On a motion by Trustee Gulbransen, seconded by Trustee Morrison, the Board approved membership in the NYS Association of Conservation Commissions, at annual fee of \$75; (provides information for coordinating local government and conservation efforts), 4-0.

Commissioners Reports:

Mayor Pirro-Safety, Lighthouse Project: The Village Engineer has reported the Village roads have a five year life expectancy.

Trustee Gulbransen-Fire & Safety, Environmental: The revetment project is still in review.

Trustee Vanderbogart-Parks, Building, Street Trees: Trustee Morrison reported the report from Modern Ruins regarding the Lighthouse project has been received.

Trustee Schaefer-Special Projects

Trustee Morrison- Street & Road Repairs: For the Village landscaper, remove invasive vines from trees at Old Field Road and Mt. Grey

Public Comments

Christine D'Alessandro made several suggestions for the Village website, and discussed the Village archive project for the disposal and retention of Village records in storage, and thanked the Village Clerk for organizing the project.

Tom Cottone discussed the court order for 20 Evans Lane, and if they are required to apply for an environmental permit to complete the work, and questioned the procedure for enforcement.

Executive Session

On a motion by Mayor Pirro, seconded by Trustee Morrison, the Board went into Executive Session to discuss a personnel matter at 8:25 PM

On a motion by Trustee Morrison, seconded by Trustee Gulbransen, the Board came out of Executive Session at 8:25 PM.

On a motion by Trustee Morrison, seconded by Trustee Gulbransen, the Board approved the salary of Sean Matedero, part-time Code Officer salary at \$27.08, which is equal to the minimum paid other Code officers, 4-0.

Adjourned.

The Board adjourned at 8:51 PM.

Calendar

Next work session is May 5, 2022 at 6:00 PM, BOT Monthly Meeting May 11, 2021 at 7:00 PM.

Adrienne Kessel
Village Clerk