

**Village of Old Field
Work Session 6:00 PM
Board of Trustees Organizational Meeting
Tuesday, April 4, 2023 7:00 P.M.**

Mayor Thomas Pirro-Code Enforcement, Lighthouse Project
Trustee Tom Gulbransen- Fire and Special Projects
Trustee Rebecca VanDerBogart -Parks, Building and Street Trees, Lighthouse Project
Trustee Morgan Morrison-Street and Roadside
Trustee William Schaefer-Special Projects
Attorney Anthony Guardino
Village Clerk Adrienne Kessel
Village Treasurer Andrea Podolsky
Building Inspector Joseph Arico
Building Clerk Dawn McCoy

Work session

6:00 PM to 7:00 PM, Trustee Gulbransen left at 6:45, returned for the BOT meeting at 7:40. The Board went into Executive Session at 6:45 to discuss a legal issue, came out at 6:58, no action.

Pledge to the Flag

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

Election Results and Swearing In Ceremony

Elected Trustee for a two year term: Rebecca VanDerBogart
Elected Trustee for a two year term: Morgan Morrison
The two elected officials were sworn into office by Mayor Pirro.

Oath of Office:

I, (Rebecca VanDerBogart, Morgan Morrison) 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 Tom Gulbransen as Deputy Mayor for a 1 year term.

On a motion by Trustee VanDerBogart, seconded by Trustee Schaefer, the following appointments were approved, 4-0.

Associate Village Justice

Michael Levine for a one year term as Associate Village Justice,

Prosecuting Attorney

David Kaufman for a one year term as Village Prosecuting Attorney, at the new hourly rate of \$375, from \$200 per hour

Village Engineer

approved the following appointment (1 year term) Hayduk Engineering,

Village Attorney

(1 year term) Anthony Guardino, of Farrell Fritz, at a monthly retainer of \$3083, from \$2666 monthly,

Commissioner Appointments

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

On a motion by Trustee Morrison, seconded by Trustee VanDerBogart, the Board approves (1 year term) Trustee Tom Gulbransen, Commissioner of Fire and Special Projects and Commissioner of Environmental Council, 3-0.

On a motion by Trustee Morrison, seconded by Trustee Schaefer, the Board approves (1 year term) Trustee VanDerBogart, Commissioner of Parks, Buildings and Street Trees, Lighthouse Project, 3-0. Trustee VanDerBogart recused.

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

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

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

Richard Sobel as Chair of the ZBA for a one year term

On a motion by _____, seconded by _____, the Board approved Ilia Rochlin for a five year term, 2023-2028

On a motion by _____, seconded by _____, the Board approved Tom Boyle for a five year term, 2023-2028

(HOLD) ZBA Alternate Members

On a motion by _____, seconded by _____ the Board approves one alternate member to fulfill open term to 2024

Planning Board Chair, appointment (1 Year Term)

On a motion by Trustee Schaefer, seconded by Trustee VanDerBogart, the Board approved the following 3-0: Brian Carmody as Chair of the Planning Board for a one year term 2022-2023.

Planning Board Members

On a motion by Trustee Morrison, seconded by Trustee VanDerBogart, the Board approves the following 3-0: Doug Mason for a five year term, 2023-2028

On a motion by Trustee Schaefer, seconded by Trustee Morrison, the Board approves the following 3-0:

Environmental Council (1 year term 2023-2024)

Chair, Bruce Feller

Haig Seferian

John Lehner

Christine D'Alessandro

Annie Laurie Shroyer

On a motion by Trustee VanDerBogart, seconded by Trustee Morrison, the Board approved the following, 3-0:

Deer Fence Committee (1 year term 2023-2024)

On a motion by _____, seconded by _____, the Board approves the following:

Karen Wexler, Chair

Ilia Rochlin

Haley Ogle
Christine D'Allessandro
Alternate: Ann Simons

Village Historian

On a motion by Trustee Schaefer, seconded by Trustee VanDerBogart, the Board approves the following 4-0: Charlene Seifert, for a one year term 2023-2024

Animal Warden

On a motion by Trustee Schaefer, seconded by Trustee VanDerBogart, the Board approved the following 4-0: Jean Darrow, for a one year term 2023-2024

Port Jefferson Harbor Management Complex

On a motion by Trustee Morrison, seconded by Trustee Schaefer, the Board approved (1 year term) Thomas Taranto, for a one year term 2023-2024.

Appointments

On a motion by Trustee Schaefer and seconded by Trustee VanDerBogart, the following appointments were with a 3% salary increase, 4-0.

(HOLD appointment only until May): Adrienne Kessel as Village Clerk, Tax Collector, Clerk to the ZBA and Planning Board, Personnel, and Election Officer, for a one year appointment, from 35.81 to 36.88 per hour

(HOLD appointment only until May): Andrea Podolsky as Village Treasurer, CFO (Chief Financial Officer) for a one year appointment, from 35.81 to 36.88 per hour

Joseph Arico, Building Inspector, at an annual salary from \$31,827 to 33,765.26 , for a one year appointment

Joseph Arico, for Fire Marshall services @ \$110 per hour, for a one year appointment

Dawn McCoy, as Building Clerk, from 28.50 to 29.36 per hour, for a one year appointment

(HOLD appointment only until May): Mayor Pirro named Marianne Feller as Village Court Clerk for a one year appointment, from 27.71 to 28.54. 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.

On a motion by Trustee Morrison, seconded by Mayor Pirro, the following appointments for Code Enforcement, salary increases were approved 4-0.

1. Joseph Bica, to in-house title of Sergeant, as a part-time Code Enforcement Officer for a one year appointment, from 27.08 to 29.89 per hour
2. Michael Dominguez, in-house title of Deputy Chief, as a part-time Code Enforcement Officer with for a one year appointment, from 29.89 to 32.79 per hour
3. Gary Borowski as a part-time Code Enforcement Officer for a one year appointment from 27.08 to 27.89 per hour
4. Anthony Croce as a part-time Code Enforcement Officer for a one year appointment from 27.08 to 27.89 per hour

5. Frank Croce, Senior Code Enforcement, part-time, in-house title of Chief, for a one year appointment, from 34.04 to 35.06 per hour
6. Joseph Matthews, in-house title of Captain, as a part-time Code Enforcement Officer for a one year appointment from 33.76 to 34.77 per hour
7. Douglas Murphy as a part-time Code Enforcement Officer for a one year appointment, from 30.39 to 31.30 per hour
8. Paul Wasielewski as part-time Code Enforcement Officer for a one year appointment, from 27.08 to 27.89 per hour
9. Frank Zeoli as part-time Code Enforcement Officer for a one year appointment, from 27.08 to 27.89 per hour
10. Shane Matedero as part-time Code Enforcement Officer for a one year appointment, from 27.08 to 27.89 per hour
11. Daniel O'Connell as part-time Code Enforcement Officer for a one year appointment, from 27.08 to 27.89 per hour
12. Davis, Matthew as part-time Code Enforcement Officer for a one year appointment, from 27.08 to 27.89 per hour

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

Official Newspaper – Times Beacon Record

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

On a motion by Trustee Morrison, and seconded by Trustee VanDerBogart, the Board approved the following miscellaneous items 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 VanDerBogart, and seconded by Trustee Morrison, 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

Building Clerk
Village Engineer
Village Attorneys

Continuing Education

On a motion by Trustee Morrison, seconded by Trustee VanDerBogart, 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

Building Inspector Joe Arico reviewed all Building reports.

Environmental Committee

Trustee Schaefer discussed village codes and the definitions pertaining to land clearing with Chair Bruce Feller.

Minutes

- On a motion by Trustee Schaefer, seconded by Mayor Pirro, the Board approved the minutes of March 14, 2023, 5-0.

Treasurer

- On a motion by Trustee Schaefer, seconded by Mayor Pirro, the Board approved the warrants and Treasurer's Report as presented for March 2023, 5-0.
- Treasurer will distribute the Village Financial Stress Report, NYS Comptroller's Office, when received

Code Report

March 2023, 5 Field Reports; 1 aided case, 2 residential alarm, 2 fire alarm investigations. 717 property checks

Action Items

- On a motion by Trustee Schaefer, seconded by Trustee Morrison, the Board approved Salerno Brokerage Corp., for the Village insurance, at the renewal premiums of \$36,931.44, 5-0.
The expiring 4/1/2022-2023 premiums were \$31,791.26, the renewal 4/1/2023-2024 premiums are \$35,025.44.
- On a motion by Trustee Schaefer, seconded by Trustee Morrison, the Board approved a new Code vehicle, 2 year lease, 2022 Ford Police Interceptor Utility AWD White, with options, \$36,416.35, 5-0. The 2017 vehicle will go to auction.

Vote held until Trustee Gulbransen rejoined the meeting

Resolution to approve Chesterfield Associates \$233,380 bid on revetment repair, summarized by Attorney Philip Butler.

WHEREAS, the Village of Old Field Board of Trustees is planning a project to repair and rehabilitate the revetment at the Old Field Point Lighthouse (the "Project"); and

WHEREAS, the estimated cost of the Project exceeds the monetary threshold for mandatory competitive bidding pursuant to General Municipal Law § 103; and

WHEREAS, the Village advertised for sealed bids for the Project on March 1 and March 2, 2023 and

WHEREAS, the Village received six (6) sealed bids prior to the specified bid opening date; and

WHEREAS, bid opening occurred on March 23, 2023, and was witnessed by Village Clerk Adrienne Kessel and Dan Hurley with R&M Engineering; and

WHEREAS, Chesterfield Associates was identified as the lowest responsible bidder on the Project, with a bid amount of Two Hundred Thirty-Three Thousand Three Hundred Eighty (\$233,380.00) Dollars; and

WHEREAS, the Project is a Type II Action pursuant to 6 NYCRR 617.5(c)(2) of the State Environmental Quality Review Act (SEQRA) Regulations, and therefore, no further environmental review is required and no environmental impact statement shall be prepared;

NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Old Field hereby awards the contract for the Project to Chesterfield Associates, located at 56 South Country Road, Quogue, NY, 11959, and having mailing address at P.O. Box 1229, West Hampton Beach, 17978, in the above-stated amount of \$233,380.00. All other bids are hereby rejected.

Upon a motion by Trustee VanDerBogart, seconded by Trustee Morrison, the Board of Trustees adopted the foregoing resolution at a duly noticed public meeting held on April 4, 2023, upon the following vote:

| | |
|-------------------------------|------|
| Thomas Pirro, Mayor | -Yes |
| Tom Gulbransen, Trustee | -Yes |
| Morgan Morrison, Trustee | -Yes |
| William Schaefer, Trustee | -Yes |
| Rebecca VanDerBogart, Trustee | -Yes |

Filed in the Office of the Village Clerk on the 6 day of April, 2023.

Adrienne Kessel

Village Clerk

Trustee Gulbransen commended R & M Engineering for their diligence regarding the revetment, and the bid amount came within the grant allowed.

Commissioners Reports:

Mayor Pirro-Code Enforcement, Lighthouse Project

Trustee Gulbransen-Environmental Council, Fire Safety

Trustee VanDerBogart -Parks, Building, Street Trees, Lighthouse Project

Trustee Morrison-Street & Road Repairs: In lieu of expensive street sweeping, Old Field Landscaping with remove debris with a leaf blower and much smaller cost.

Trustee Schaefer-Special projects

Public Comments

Adrienne Owen, representing the Old Field Lighthouse Foundation, Inc., asked if the Lighthouse repair bid was received. Mayor Pirro said it is under review, and expects that the final bid will be completed in approximately 60 days.

Adrienne Owen then addressed the Board in regard to the Lighthouse Foundation, stating that the Foundation would not focus on fundraising for the Lighthouse project since the Village has initiated a Bond Anticipation Note (BAN). She stated that the Lighthouse Foundation believed individuals would no longer be interested in donating given the availability of tax dollars to pay for the renovation. The Lighthouse Foundation would instead develop an "Annual Fund" for future maintenance issues.

Mayor Pirro said since maintenance issues are addressed within the Village budget, there would be no reason for the Village to rely on the Foundation for those funds. Mayor Pirro stated that the intent and primary purpose of the Foundation, for which the Village spent \$7000 to create, was to fund the renovation of the Lighthouse. He further pointed out that in the five years since the Foundation has been formed, no money has yet been raised, and the BAN was designed as an intermediate step until the Foundation would start raising funds. It was anticipated that the BAN, which is renewable for five years, would be paid off or substantially reduced through the fundraising efforts of the Lighthouse Foundation. The decision to cease fundraising for the renovation would mean higher taxes to fund the Lighthouse repairs.

Trustee Schaefer said an “Annual Fund” for maintenance was never, and is not, the primary focus of the Foundation Mission Statement, and said the issuance of the BAN does not warrant the Lighthouse Foundation abandoning its mission statement which Trustee Schaefer then read: “The Organization was formed in order to mobilize and provide resources, financial and otherwise, public and private, to rebuild, make capital improvements to, operate, and maintain the Old Field Lighthouse and make it accessible for visitors.”

Adrienne Owen disagreed as to the meaning of the mission statement but said the Foundation would reimburse the Village for the \$7000.00 costs of establishing the Lighthouse Foundation. Trustee Schaefer reminded Ms. Owen that in a previous meeting it had been suggested that the present mission statement of the Lighthouse Foundation would have to be reworded if a different fundraising effort was pursued.

Village Attorney Philip Butler asked if the offer to reimburse the Village for the \$7000 cost is in lieu of fundraising? He said he has not reviewed the statement personally, and therefore, could not fully comment, but said there seems to be a conflict between the way the Fund is interpreting its mission statement and the Village’s understanding of the Fund’s purpose. For that reason, he suggested consultation with the Fund’s legal counsel.

Trustee Schaefer asked Adrienne Owen what specifically led the Lighthouse Foundation to make the decision to end its Lighthouse renovation fund raising efforts. In response, Adrienne Owen expressed concern that the Village Board of Trustees chose not to periodically meet with the Foundation to receive the Foundation’s input as to the specifics of the Lighthouse renovation. Mayor Pirro reminded her that the Foundation cannot have a separate “seat at the table” as they’ve requested in the past, but are welcome and have been afforded the same opportunity as all residents to weigh in on any and all issues concerning the proposed renovation. Mayor Pirro reiterated a point made in previous meetings that the Foundation’s focus is fund raising and decisions concerning the scope and nature of professional services required are made only by the Village Board of Trustees. However, in the spirit of cooperation Mayor Pirro stated he has contacted Mike Levine, President of the Foundation several times this year to share and solicit updates on each entity’s respective roles regarding the lighthouse renovation. Mayor Pirro suggested a meeting during a March conversation with Mr. Levine. Though as of yet the Foundation has not offered any potential meeting dates. The Board of Trustees is hopeful one could take place in the very near future

Trustee Gulbransen reminded Adrienne Owen of the number of times the Board asked the Foundation members to discuss any questions or issues at both the work sessions and the open Board meetings. Trustee Gulbransen suggested that there was ample opportunity for the Foundation to set forth their views and concerns about the proposed renovation.

Trustee Schaefer also pointed out that to schedule meetings limited to only the Board of Trustees and members of the Lighthouse foundation to discuss renovation issues would be a violation of state law requiring public notice and the meeting being open to all members of the public.

Adrienne Owen advised the Board that the Lighthouse Foundation will soon be establishing a website whose primary purpose will focus on an annual fund for future Village projects. She stated that the website would have a contribution link where individuals could contribute to the Lighthouse renovation and while the Lighthouse Foundation would not actively solicit such contributions, the Foundation would pass such contributions on to the Village.

Trustee Schaefer stated that while he appreciated the Lighthouse Foundations’ proposed efforts, their decision to minimize fundraising for the Lighthouse renovation will require the creation of a separate organization to actively solicit and provide a method for the contribution of donations solely for the purpose of supporting the renovation and reducing or eliminating the ultimate tax burden on the residents of the Village. Trustee Schaefer

emphasized that there needed to be an organization committed to the singular purpose of raising funds for the renovations of the Lighthouse.

Susan Fogel, 120 Old Field Road, addressed the Board on the renewal of the no trespassing sign at the easement to Whitehall Beach, limited to residents.

Executive Session **In: 8:24** **Out: 8:48** No action.

Adjourned: On a motion by Mayor Pirro, seconded by Trustee Schaefer, the meeting was adjourned 8:49.

Calendar: Next work session is May 4, 2023 at 7:00 PM, BOT Monthly Meeting May 9, 2023 at 7:00 PM.

Respectfully submitted,
Adrienne Kessel
Village Clerk