

**VILLAGE OF OLD FIELD**  
**Board of Trustees Monthly Meeting Minutes**  
**Tuesday October 8, 2024 at 7:00 pm**

Mayor Tom Gulbransen- Fire and Safety, Code Enforcement, Environmental (absent)  
Deputy Mayor William Schaefer- Operations, Special Projects, Website  
Trustee Rebecca VanDerBogart - Building, Lighthouse Project  
Trustee Morgan Morrison - Roadside, Trees, Streets and Parks  
Trustee Hannah Smith – At large  
Village Attorney - Anthony Guardino  
Village Clerk - Patty Rodier (absent)  
Village Treasurer - Andrea Podolsky  
Building Inspector - Joseph Arico  
Building Clerk - Dawn McCoy (absent)

**Pledge of Allegiance**

**Public Comment**

- Mr. Fletcher of 102 Mount Grey Road, questioned the doubled fee assessed by the Building Department, for his deer fence, noting that the court had dismissed his summons. The Village Attorney stated that the court can dismiss fine and summons but the Board sets the permit fee and the penalty in- the Village Code. Trustee Schaefer explained that the Building Department is mandated to double the fee for a permit when the work was performed without the required permit.

**Building**

- Building Department Inspector Joe gave a general overview of procedures: Scott & Joe issue building summons and uniform code does parking and vehicular violations. Joe Arico will provide Trustee Schaefer with a written summary of the procedure by Friday Oct 11.
- As per the Village attorney, the BOT should rely on the expertise of the building department and code enforcement.
- As per Joe Arico only certified code enforcement inspector should write building code violations.
- Joe Arico stated that he met with Code Enforcement Scott on Saturday regarding:
  - Licalzi – sanitary system. Joe is not sure if over 100 cubic yards of sand has already been utilized on the property. Joe to investigate and advise if a summons should be issued for a variance. Hayduck to be sent to look and provide feedback.
  - 12 Westgate – Joe Arico stated that they took down the boathouse and the foundation was left as requested. The permit for this work was not paid for and the permit was never picked up. The Building Department will pursue this matter.

## **Clerk**

- Motion to approve the minutes from September BOT meeting 2024 was made by Trustee Schaefer and seconded by Trustee Morrison. Vote 4-0

## **Treasurer**

- Motion to approve the Warrants and Treasurer's report for September of 2024 was made by Trustee Morrison and seconded by Trustee Smith. Vote 4-0
- Tax Program – new contract. Attorney Anthony was given a copy and will provide feedback.

## **Deer Fence**

- Hayley to document proposed Deer Fence application process- Deer Fence chair is to be alerted when any applications are received.
- 2 North Ridge Rd – Court verifies this had previously received a summons which was dismissed in court. No fee collected.
- 10 North Ridge Rd – Court verifies this property had previously received a summons which was dismissed in court- No fee collected
- 100 Mount Grey Rd – Building has issued permits for this residence, permit # 2020-0017 for said fence. Building department stated this is a pool fence.
- 1 East Gate – as per Code (Scott) they have not heard back from the property owner. Code plans on issuing a final notice to contact or a summons to follow

## **Code**

- Code Report
  - 457 Property Checks completed in September
  - 6 Field reports generated (4-117 thru 24-122)
  - 3 Code violation investigation reports
  - 1 Village information report
  - 1 aided person report
  - 1 residential alarm investigation
- Summons Status of the summons for 147 Old Field Road. Matter to be adjudicated at the November 7 justice court session.
- Board will require a representative of Code Enforcement to attend all Board meetings.

## **Action Items**

- Trustee Morrison to get quotes to clean up the north eastern side of the lighthouse property to ensure the light is visible from this side of the sound. Bruce suggested the board reach out to Tom Tarranto (Harbor Master) to get his advice the cutting of the trees.
- Serv Pro has been on site to estimate the clean-up of potential lead paint on the windows as requested by PESH during their interview. A cleanup of the basement floor from debris washed in through the windows was also reviewed and a quote to follow.

## **New Business**

- Eagle Scout Meet and Greet. Trustee Morrison stated that the Eagle Scouts will work on small beds and the addition of benches at the lighthouse as part of their volunteer work requirements. Trustee Morrison to provide more detail on small bed and bench placement.
- Trustee Schaefer asked the Board to consider the possibility of: (1) amending the Code to permit uplighting for a period of 3 hours; and (2) ensuring strict compliance by Code of any violations outside the three hour period. Trustee Morrison indicated this may be hard to do given that dusk is dynamic and perhaps a better approach would be a static “lights out” time. Trustee RVDB is against making changes citing “dark skies”. Attorney Anthony stated that most Villages have a “Dark Sky” policy.
- Trustee RVDB is working with Barbara Russell of the TVHS on signage for the lighthouse and potentially other village historic points of interest. Trustee RVDB is requesting \$300 for 1800’s signage for the lighthouse.
  - RVDB advised that there is a Pomeroy Foundation that offers free signage instead of paying the \$300 for the signage from TVHS.

## **Old Business**

- Code revisions to section 108 – Trustee Morrison and Schaefer to review wording changes sent from Village Attorney.
- Beach debris cleanup – Mayor has an agreement from Brookhaven who will provide an ATV with an operator who will pick up the piles of cleaned up material.
- Prosecutor Kaufman provided a letter to the Mayor which describes numerous aspects of his efforts to address potential code violations. He recommends some changes to our documentation of potential violations, as well as new timelines for exchanging information, and areas of existing code which could be improved.
- Code Enforcement provided a status report on the vehicles' radios being upgraded to incorporate two-way communication with SFD

## **Trustee Reports**

- Mayor Tom Gulbransen – Fire & Safety, Code Enforcement, Environmental
- Trustee Rebecca VanDerBogart -Building, Lighthouse Project -
- Trustee Morgan Morrison-Roadside, Trees, Streets & Parks
- Trustee William Schaefer-Operations, Special Projects, Website
- Trustee Hannah Smith – at Large

## **Executive Session**

### **Calendar**

- Next Work Session Thursday, November 7, 2024 @ 5:30pm in the lighthouse.
- Monthly Meeting Tuesday, November 12, 2024 @ 7:00pm