

VILLAGE OF OLD FIELD
Board of Trustees Meeting Minutes
Tuesday March 11, 2025 at 7:00 pm

Mayor Tom Gulbransen- Fire and Safety, Code Enforcement, Environmental
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 – Rachel Scelfo
Village Clerk - Patty Rodier
Village Treasurer - Andrea Podolsky
Building Inspector - Joseph Arico
Building Clerk - Dawn McCoy - Absent
Code Enforcement - Absent

Pledge: 7:04

Public Attendees:

Laura Hirsch, Hayley Ogle, Karen Wexler, Steve Shybunko, Ron Lavita, Chris Cavuto, Suzanne Gulbransen, Roger Zalinger

Public Hearing

- Motion was made by Trustee Schaefer and 2nd by Trustee Morrison to open public hearing for a local law #2 for a Village Administrator position. Motion passed 5-0
- The Village attorney advised that the position of Village Administrator is not a position requiring candidates to be pulled from a civil service list
- Motion was made by Trustee Schaefer and 2nd by Trustee Morrison to implement the position of Village Administrator. Motion passed 5-0
- Motion was made by Trustee Schaefer and 2nd by Trustee Morrison to close the public hearing for a local law #2 for a Village administrator. Motion passed 5-0

Building:

- Annual NYS Uniform Fire Prevention and Building Code (Uniform Code) report submitted
- Motion was made by Trustee Van Der Bogart and 2nd by Trustee Morrison to approve 52 Crane Neck building permit. Motion passed 5-0
- Motion was made by Trustee Van Der Bogart and 2nd by Trustee Smith to approve 74 Old Field Road building permit. Motion passed 5-0
- Motion was made by Trustee Schaefer and 2nd by Trustee Morrison to approve 94 Old Field Rd site plan decision. Motion passed 5-0

Clerk:

- Motion was made by Trustee Schaefer and 2nd by Trustee Van Der Bogart to approve the minutes from the February Board of Trustees Meeting. Motion passed 5-0
- Election preparation has been underway with a Constant Contact message, Village postings and Newspaper postings.

Treasurer:

- Motion was made by Trustee Schaefer and 2nd by Trustee Van De Bogart to approve the treasurers report. Motion passed 5-0
- Motion was made by Trustee Schaefer and 2nd by Trustee Van De Bogart to approve the Treasurers warrants. Motion passed 5-0
- Village tax bills have been mailed and payments have started to be received.

Environmental Committee

- Motion was made by Trustee Van Der Bogart and 2nd by Trustee Schaefer to approve the removal of 3 trees and removal of a felled tree at 154 Old Field Road. Motion passed 5-0
- 94 Old Field Road – approval of clearing of debris and vines on the small property that overlooks Conscience Bay.

Deer Fence:

- DFC work on streamlining the application and workflow is in progress

New Business:

- Cell Tower for Crane Neck – Trustee Smith and Mayor Gulbransen are investigating Discussion to include Fire Rescue Emergency Services (FRES) and Brookhaven.
- Verizon franchise agreement – is with the Village Attorney's office for review
- Purchase a second dehumidifier. No motion required. Village Treasurer has approval to order.

Old Business:

- Lighthouse restoration architectural services procurement
 - Modern Ruins Contract review. Indemnification clause and ownership of intellectual property remain unresolved.
 - Trustee Schaefer pointed out that the Village had proposed using the AIA approved clauses for indemnification and intellectual property but Modern Ruins has refused
 - The Village attorney and Modern Ruins attorney will attempt to reach a mutually agreeable contract by the end of March or the board will move in a new direction.
 - The Board agreed that greater clarification and details are needed from Modern Ruins as to which structural and functional aspects of the Lighthouse restoration will be addressed in tasks A (updates to the conditional survey) and B (the plans for restoration construction).
 - Mayor Gulbransen will communicate with the village attorney to make sure the village is at a point and has taken all steps to engage with Modern Ruins and is in a position to withdraw our order if unable to come to an agreement.
 - Mayor Gulbransen to consult with the village attorney to confirm that Walter of Modern Ruins is aware that we have requested services to perform the work on the roof and cupola (only), to include the drawing and seal upon conclusion of this limited work.
- A motion was made by Trustee Schaefer and 2nd by Trustee Morrison to engage with grant writer Chris Kempner to help in procuring funding through grants. Engagement to be for an initial 1 month and continuing on a month by month basis at a rate of \$5,000.00 a month contingent on receiving a proposal of services to the village which will be deemed acceptable to the board unless any board member disagrees. Motion passed 5-0.
- ADP Time Keeping system requirements and pricing discovery is in progress.
- Discussion on code changes to be prepared and provided for review for Public Hearing with intended language. To be prepared and ready 8 days before the public hearing and sent to the attorney to be formatted in the correct structure.
 - Code amendment language on driveway aprons
 - Review of village code for clearing and fees.
 - Effort underway to reduce the verbiage in the code while maintaining content and providing clarity.
 - The extent of clearing depends on the current percent of clearing of the property.
 - The board will consult with the prosecutor in regards to how to make code less ambiguous.
- Fee schedule compare with other villages is underway.
- Village IT services supplier transition to Stafford to modernize the village systems is in progress

Public Comment:

- Ron Lavita inquired if money being spent on funding procurement is Village money. Confirmed by Mayor Gulbransen.
- Bruce Feller noted that code language changes will be useful during litigation and that in regard to clearing, the proper term is “limit of disturbance”
- Bruce Feller advised that Code Enforcement cannot bring the level of horticulture knowledge after the fact when a tree removal or clearing complaint is received post work being done.
- Chris Cavuto noted that as the code changes are being developed, a buffer should be considered while drafting the wording.
- Jeff Owen expressed concern that 40% clearing would allow too much clearing.
- Jeff Owen inquired about the situation with the Code Enforcement team and expressed that he does not want Code Enforcement to be diminished in any way.
- Ron Lavita inquired if the village was discontinuing uniformed code in the village.
- Stevey Shybunko stated that both parts of the Code team (uniformed and non-uniformed) are needed in the village
- Trustee Schaefer advised that the Village remains committed to the dual function of Code Enforcement of the Village Code and local ordinances and provisions of safety and service to the Village.
- Laura Hirsch recommended the village implement a community group. She suggested it could be called “Network of neighbors helping neighbors and proposed the following community events:
 - A beach cleanup
 - BBQ at the lighthouse
 - Game night
 - Registration of pets
 - Host a CPR class
 - Pet Parade
 - Offer AED’s to village residents at a bulk rate
 - A Welcome committee
 - A newsletter

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:

In:11:00 pm Out: pm Adjourned:

Calendar

- Next Work Session Thursday April 3, 2025
- Monthly Meeting Tuesday, April 8, 2025