

Shoreham Village Monthly Meeting

Minutes

October 11, 2022 at 7:30 pm

VILLAGE OF SHOREHAM

PO BOX 389

SHOREHAM, NEW YORK 11786

REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE INCORPORATED VILLAGE OF SHOREHAM HELD FOR THE VILLAGE, at 80 WOODVILLE ROAD, SHOREHAM, NY on Tuesday, October 11, 2022 at 7:30 p.m.

PRESENT:

Thomas P. Spier MAYOR

Sherry Neff TRUSTEE

Laura Baisch TRUSTEE

Mariann Coogan TRUSTEE

Edward Brickley TRUSTEE

Josephine Romano DEPUTY CLERK/TREASURER

Laura Spillane CLERK/TREASURER

Celeste DeSario MINUTES

Commissioners, Officials, and Residents present: Linda Borriello, Michael Brogden, Judy Buyar, Lee Chinalai, Michael Coogan, Nancy Delagi, Airian Diaz, James Desario, Bob Kavanagh, Nancy Knapp, Lorraine Maddalena, Tom McManus, Rob Minarik, Carl Parisi, Stephen Rosario, Michael Thoennessen, Ute Thoennessen, Brian Vail, & John Weiss.

OPEN MEETING:

Mayor Spier opened the Regular meeting at 7:31 pm.

Pledge of Allegiance

MAYOR SPIER:

Thank you for coming. Everything is moving along fairly smoothly.

We are trying to come up with a better format for the minutes and trying to streamline things. The law is complex and we are asking counsel to review the process, so I would like to table the minutes of September 13, 2022.

Motion to table the September 13, 2022, Minutes

Approved: *Spier/Brickley* 5-0

Motion to approve the Financials/Expenditures

FINANCIALS / APPROVAL OF EXPENDITURES
OPERATING FUND

| | |
|--|---------------------|
| Unpaid Bills Audited by the Board September 15, 2022 | \$ 472.81 |
| Unpaid Bills Audited by the Board October 5, 2022 | \$ 6,422.97 |
| Unpaid Bills Audited by the Board October 11, 2022 | <u>\$ 14,761.23</u> |
| Total | \$ 21,657.01 |

CAPITAL FUND

| | |
|--|-------------|
| Unpaid Bills Audited by the Board October 11, 2022 | \$ 1,964.98 |
| Total | \$ 1,964.98 |

| | |
|----------------------------|-------------|
| Total General Fund/Capital | \$23,621.99 |
|----------------------------|-------------|

| | |
|--------------------------------|--------------------|
| September 16th Payroll & Taxes | \$ 9,828.22 |
| September 30th Payroll & Taxes | <u>\$ 7,526.40</u> |
| Total payroll | \$17,354.62 |

Total Operating Fund Expenditures \$40,976.61

Approved: *Brickley/Neff* 5-0

Motion to approve the TSVA application for the use of the upper level on 10/15/22 from 2:30-6:30 for their annual meeting and fall event

Approved: *Coogan/Baisch* 5-0

Motion to approve the SCC application for the use of the upper level on 12/31/22 from 6 pm to 1 am on 1/1/23 for their New Year's Eve party

Approved: *Coogan/Neff* 5-0

Motion to approve the annual maintenance contract with Day Elevator for October 2022-September 2023 in the amount of \$900.

Approved: *Baisch/Brickley* 5-0

Clerk Laura Spillane said Michael Haberman Associates did the total reassessment for the Village. We will be using them annually to keep up the assessments going forward. The cost of \$6,000 has already been reflected in the current budget.

Motion to approve the estimate from MD Electric for \$229.56 to replace springs on the electrical panel that have been compromised due to water.

Approved: Baisch/Brickley 5-0

Trustee Mariann Coogan

Our final application for the JCAP (Justice Court Assistance Program) was submitted in the amount of \$25,000. The application included replacement windows and doors in this space as this is where our court is held. We also applied to replace the internal egress door. Additionally, the application includes new chairs for our court clerk and Justice Desmond.

Finally, a request for a portable air purifier and filters were included, with the intention of running it in the Code Enforcement office to protect the new security equipment from dust. To that end, in the future we have to consider installation of air conditioning in that office to protect the computer and camera system from damage caused by excessive heat.

Trustee Laura Baisch

Building update

Day Elevator – Annual Maintenance Contract Renewal. Total: \$900.00/year. Up \$75.00 per year. This is the first increase that the company has imposed since 2015.

MD Electric – Approval for replacement of contactors in electrical panel as the contactors are rusted and will need to be replaced a second time due to water infiltration on the panel. The source of water infiltration continues to evade us. Rob, Rich, Ed, and I continue to work to find the source. The panel has been dry since turning off the sprinklers.

With thanks to Rich, our handyman. Plumbing leak fixed behind the bar saved the day for the SCC Martini Night, the shower has been winterized, and hose bibs will be winterized by the end of the month.

Winter Cleaning Schedule: Thanks to Jim Delise and his company for always making our building shine. Downstairs bathrooms 1x a week. Clerks' office 2x a month. Upper Hall bathrooms 1x a week. Jen will contact Jim as needed for post-event cleanings upstairs.

Trustee Sherry Neff

We received an email from a resident asking about cyber security. Etopia Corp is currently providing managed services to the Village of Shoreham's main computer systems and they recently sent this email:

"We are aware of the current heightened risks of cyber-attacks due to the on-going geopolitical issues. We have been working closely with village employees and officials to tighten security controls. We are also aware of the recent attacks on the local government and have taken some

lessons from their failures. Below are some of the security controls already in place to help prevent any ransomware attacks. We will be vague about the technologies in place as not to disclose any information that could be used to circumvent these controls.

- 1) Dedicated firewall appliance with active anti-virus subscription
- 2) Leading technologies endpoint software that includes real-time threat vector scanning to help reduce the risk of “0-Day”, novel attacks as well as traditional “definition based” anti-virus.
- 3) Onsite and offsite encrypted backups with long term retention policies should a disaster recovery be necessary.
- 4) Secure VPN traffic for remote work
- 5) Multi-Factor Authentication (MFA) is being used for All Windows Logons in the environment as well as for web-accessible emails.
- 6) A traditional Server: Client domain is in place to centrally manage security controls on all machines attached to the network. This helps ensure no one can access sensitive information by attaching to the local network without explicit permissions being granted.
- 7) Local Administrator accounts and Guest accounts have all been disabled and only domain authorized users, using MFA can access any machine already attached to the network.

These controls are already in place and working. We continue to make progressive and proactive improvements to our security posture as needs present themselves. We take the security of the village and all its respective data very seriously and have been in constant contact with employees and officials over the last several months. Please forward any specific questions you may have to village officials so we may answer them more in-depth.”

Civic Plus, our contracted website provider, also has protections in place: Our Tier IV secure hosting facilities are monitored 24/7 and your website is backed up daily off-site. We deploy state-of-the-art hardware and software to prevent DDoS and hacking attacks to protect your investment.

Trustee Neff thanked Nancy Delagi for all her work on the Village website.

Trustee Ed Brickley

The gate remains unrepaired. I have called the carpet contractor whose truck damaged the gate, and we are still trying to agree on an acceptable contractor to perform the repair.

On August 8th SCWA sent a map to the Rocky Point Fire Department asking the fire commissioner to indicate where the new hydrant for Dickerson should be placed. At my request,

that map has been sent twice, the last time on October 3, 2022. As of today, there has been no progress placing of the hydrant.

The curbing project for Dickerson and Willow Court is the last part of Phase III of the long-term Curbing and Road Project. We will take advantage of the pricing which is negotiated between Brookhaven Town and approved contractors. The current cost of the curbing will be about \$210,000 plus engineering costs. We hope to begin the project before the current pricing agreement ends on March 31, 2023. Within the next two weeks we hope to have proposals for both construction and engineering that the Board can consider.

The Building Department has recommended to the Board to create an updated Certificate of Occupancy. If it is adopted, when a property is sold it would have to be inspected for things like smoke detectors, pool barriers, and structures built without permits. This would help us improve the village records and require amending village codes.

The Building Department is also recommending that the Village post a list of FAQs pertaining to Village building requirements on the village website to make it easier to navigate the website and Village services.

Mayor Tom Spier

We will meet with Ed Weiss and Dan Losquadro, Brian Vail, the Village attorney, and Sarah Anker to discuss transferring ownership of the bridge to the Village.

The Cellphone Committee devised a schematic showing potential locations for the cellphone tower placement at the Briarcliff School Site. Zoning and design review issues concerning use of school property are being discussed.

Resident's Comments/Concerns:

Nancy Delagi invited residents to contact her if they have items they would like to see incorporated onto the Village website.

John Weiss asked about this week's recyclables schedule. He also asked if the weather station that was removed from the Clubhouse roof would be fixed. He asked if things gifted to the village would be fixed or repaired.

Lee Chinalai asked if the Village Hall could be used for Tai Chi. Laura Baisch said that request would be posed to the Village Attorney.

Mike Brogden said that a resident had paving stones delivered at 6 a.m. on a Saturday morning and on 7:55 a.m. a contractor started to work contrary to the Village noise code. He said the Village Noise Law is not being followed by residents.

Motion to Adjourn

Approved: Coogan/Neff 5-0

Respectfully Submitted,

Celeste DeSario

Next Board of Trustees meetings:

Tuesday, October 18 at 7:30 p.m. Work Session/Executive Session

and

Tuesday November 8, 2022 at 7:30 p.m. regular meeting