

**VILLAGE OF SHOREHAM**

**PO BOX 389**

**SHOREHAM, NEW YORK 11786**

**DRAFT Minutes of the August 8, 2023 Board of Trustees Meeting**

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, August 8, 2023 at 7:30 p.m.

**PRESENT:**

Thomas P. Spier	MAYOR
Laura Baisch	TRUSTEE
Edward Brickley	TRUSTEE
Mariann Coogan	TRUSTEE
Sherry Neff	TRUSTEE
Laura Spillane	CLERK/TREASURER
Celeste DeSario	MINUTES

**Commissioners, Officials, and Residents present:** Vibeke Arnmark, Peter Braunius, Jim DeSario, John DeTemple, Laura DeTemple, Dawn Esser, Randy Goat, Mil Guercia, Kate Hale, Bob Kavanaugh, Larry Kogel, Barbara Laurencot, Stephen Walker, John Weiss.

**OPEN MEETING:**

Mayor Spier opened the Regular meeting at 7:30 p.m.

Pledge of Allegiance

**Mayor Spier**

Mayor Spier thanked everyone for coming and said the summer is going by very quickly. Mayor Spier reminded everyone that the concert is next Saturday night in the ballfield. Mayor Spier said he met with Ed Weiss and Brian Vail and the village attorney to continue discussions about the transfer of the Bridge ownership to the Village.

**Trustee Coogan** reported that Nancy Delagi apologized for not posting the agenda to the website in a timely manner.

**Administrative Items: Resolutions**

**1. Approve the July 18, 2023 Minutes and Organizational Meeting Minutes**

*Approved: Brickley/Spier (5-0)*

## **2. Motion to Approve the Financials/Expenditures**

### **FINANCIALS / APPROVAL OF EXPENDITURES**

#### **OPERATING FUND**

Unpaid Bills Audited by the Board July 25, 2023	\$ 383.30
Unpaid Bills Audited by the Board July 31, 2023	\$ 10,845.16
Unpaid Bills Audited by the Board July 31, 2023	\$ 3,209.00
Unpaid Bills Audited by the Board August 8, 2023	<u>\$ 1,991.20</u>
<b>Total</b>	<b>\$ 16,428.66</b>

#### **CAPITAL FUND**

Unpaid Bills Audited by the Board July 31, 2023 = **\$2,642.97**

July 21st Payroll; Taxes - \$ 12,235.56

August 4th Payroll; Taxes- \$ 15,434.24

Total payroll **\$ 27,669.80**

**Total Operating and Capital Fund Expenditures \$46,741.43**

*Approved: Neff/Baisch (5-0)*

## **3. Motion to Approve the lower-level rental request by Karen Yelaney on October 8th from 10 a.m.-6 p.m. in the amount of \$350.**

*Approved: Baisch/Coogan (5-0)*

## **4. Motion to Approve the refund of \$1,000 security deposit and \$500 refund deposit from Jane Alcorn to Deborah Lohman/Richard Rubin for party on 8/7/23.**

*Approved: Coogan/Baisch (5-0)*

## **5. Motion to Approve the Budget transfers as recommended by the Finance Committee:**

**Budget Transfers Aug 2023 for 22/23 Budget:**

<u>From</u>	<u>To</u>	<u>Amount</u>
A1325.4 Qtrly Accounting	A1990Capital	\$2,000.00
A8160 Sanitation	A1990Capital	\$3,500.00
A3120.11 Police Salary	A1990Capital	\$6,000.00
A1410.43 Computer Support	A1990Capital	\$4,000.00
A3620.10 Bldg. Inspector Salary	A1990Capital	\$2,000.00
A1420 Legal	A1990Capital	\$2,500.00
A1010 Conferences	A1990Capital	\$2,000.00
A3120.41 Comm/Fire Alarm	A1990Capital	\$1,100.00
A1410.42 Supplies	A1990Capital	\$2,000.00

*Approved: Neff/Spier (5-0)*

**6. Motion to approve opening 3 bank CD's for 3 months, 6 months, and 12 months at \$100,000 each.**

*Approved: Neff/Baisch (5-0)*

**7. Motion to Approve the use of Village Hall upper level by TSVA for their annual meeting on Saturday, October 28, 2023 from 4-8 p.m. at the rate of \$150.**

*Approved: Neff/Brickley (5-0)*

**8. Motion to Approve the change of terms and fees for Building permits as follows:**

Recommended for discussion is amendment of our building permit renewal process. Proposed is a reduced renewal fee, with an extended time period for completion. Currently, building permits have an expiration date of one year with an eligible renewal of one 6-month period. For many small projects, one year is more than enough time. For large projects, such as new dwellings or major renovations, one year and one 6-month extension (18 months) is not quite long enough to get the project, including submission of all final paperwork (e.g. SCDHS), completely done for Certificate of Occupancy issuance. These permits would then be subjected to payment of the full building permit fee, when the amount of work left to finish may be minimal.

A Village Code amendment of Chapter 5: Building Permits would be required, including an amendment to the Fee Schedule as provided for by Chapter 5A: Enacting a Fee Schedule, such as:

**Village Code:**

§5-6. Building Permits.

I. Duration of Permits. Except as otherwise required by any condition imposed under § 5-6H(1)(b) of this § 5-6, and subject to any determination required by any governmental entity, building permits shall expire on the date one (1) year following the date of issuance thereof, unless the applicant requests an extension thereof in writing and pays the application fee therefor, with the understanding that:

(1) Any such extension shall be issued for a period of six (6) months provided the subject permit work has commenced and is continuing in good faith and provided the subject permit work performed to date is in compliance with the Uniform Code, Energy Code and Village Code.

(2) If an applicant fails to request such extension as required under this § 5-61, the term of the subject building permit shall expire as set forth therein, with the understanding that thereafter the applicant shall only be permitted to renew such permit by reapplying for same in accordance with the provisions of § 5-6B of this § 5-6, including payment of the required building permit fee.

(3) Any building permit issued prior to January 1, 2016, and failing to include an expiration date on the face thereof shall expire in all events eighteen (18) months after the date of its issuance, subject to reissuance in accordance with the provisions of this Chapter

**Fee Schedule as provided by Chapter 5A:**

Building Permit Expiration: A Building Permit (includes Mechanical Permit and Steep Slopes Permit) expires one (1) year from the date issued. Prior to expiration an applicant may apply for an extension of 180 days for a fee of \$100. After the 180 days, if another one-year extension is required, that will be billed at 50% of the original permit fee. When a permit needs renewal after any extension or if it expires, there is a fee of 100% of the original building permit fee for an additional extension of 12 months, provided the renewal is applied for within thirty (30) days of its expiration and otherwise the fee is 150% of the current building permit fee.

*Approved: Brickley/Basich (5-0)*

**Trustee Mariann Coogan:**

**Beach** - Commissioner Milana repaired the fire pit lid and lock. On behalf of all residents, thank you for addressing this. Unfortunately, on August 24 and 25, we will have to close the beach due to lifeguard staffing. Bathers are cautioned that swimming will be at one's own risk.

**Re: the current Court grant:** the door renovations are in progress. We are in the early stages of reviewing needs for next year's JCAP grant. A big thanks to Jen for working with Sterling Glass.

**Trustee Coogan** pointed out that she at last month's meeting she had thanked certain residents for scraping and repainting the boards on the platform tennis courts and had neglected a couple of people in her list. Thank you to Ute and Michael Thoennessen and Maria McManus and Frank Priedeman and to Laura and John Miller and Carl Parisi. The project has been completed thanks to these volunteers.

**Code Enforcement** - As mentioned at the June and July meetings, I would like to propose that the parking **fine for unstickered vehicles be raised to \$75.**

**9. Motion to approve an increase of fines of unstickered vehicles from \$50 to \$75.**

*Approved: Coogan/Baisch (5-0)*

### **Trustee Laura Baisch:**

Trustee Baisch reported that the new bike rack has been installed and thanked Jen for her part in getting the bike rack delivered, and Parks Commissioner Brian Mahoney for his help in picking out the rack.

The Procurement Policy is being worked on with Brian Vail from the Finance Committee. The policy will set thresholds on expenditures and helps the Village with small projects as it has a list of pre-approved vendors. The committee will report on its progress at the next meeting.

### **Trustee Sherry Neff**

Trustee Neff noted that Alley Cat signs reported that the materials for the signs are on back order. The materials are expected to arrive this week and it will take 3 days to manufacture the signs. We are tentatively looking at an installation date before August 19th.

### **Trustee Ed Brickley:**

Trustee Brickley stated that he had already spoken about the Building Permit Fees and Timeline proposed and reported that the Grant Committee and Climate Smart Committees were still working on their structure and mission statements and would revisit their progress next month.

The fire hydrant proposal for Hillcrest has been presented to The Rocky Point Fire Department by Chief Sean McCarrick, and we are waiting for their decision.

**Resident Kate Hale** asked if the Board could propose more than one hydrant as her street, Wardencliff, lacked hydrants as well.

### **Mayor Tom Spier**

Mayor Spier reported that the Village drain line which runs through backyards to the beach is 75 to 100 years old and crumbling and, it has, in fact collapsed in one resident's backyard recently. The drain needs to be moved which will be very expensive.

Larry Kogel said about 50% of the runoff water is contained. The Village's ultimate goal would be to either apply for a grant to help defray the costs of a new collection system or establish a reserve fund.

Clerk Spillane announced that the username and passwords for the Village outdoor Wi-Fi will be sent out in an email. The username is Shoreham with a capital "S" and the password is shoreham with a small "s".

### **Residents' Comments/Concerns**

**John Weiss** stated that homeowners who have pools should not backwash their pool water from their property onto Village roads.

**Larry Kogel** stated that a new code would require owners to have a water storage tank on their property.

**Trustee Coogan** asked if a water storage tank would mean a new cesspool would have to be installed to catch the water. **Larry Kogel** answered yes to Trustee Coogan's question.

**Randy Goat** asked if there was any word of his request to rent the lower level of the building and **Clerk Spillane** told him he would have an answer this week.

**A resident** asked why the wooden railing on the deck had been power washed as the power washing has created splinters in the railing.

**Motion to close the meeting at 8:04 p.m.**

*Approved: Spier/Brickley (5-0)*

*Respectfully Submitted,*

*Celeste DeSario*

*Minutes*

**Next Meeting Tuesday, September 12, 2023 at 7:30 p.m.**