

VILLAGE OF SHOREHAM
PO Box 389, 80 Woodville Road
SHOREHAM, NEW YORK 11786

Minutes of February 14, 2024 BOT 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 Wednesday, February 14, 2024 at 7:30 p.m.

PRESENT:

Thomas P. Spier	MAYOR
Laura Baisch	TRUSTEE
Sherry Neff	TRUSTEE
Laura Spillane	CLERK/TREASURER
Jennifer Alexander	STEWARD/BUILDING MANAGER
Celeste DeSario	MINUTES

Commissioners, Officials, and Residents present: Charles Bowman, Nancy Delagi, Jim DeSario, Larry Kogel, Ruth Kogel, Barbara Kullen, Rob Minarik.

OPEN MEETING:

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

Pledge of Allegiance

Mayor Spier

Mayor Tom Spier thanked everyone for coming tonight, and he talked about the powerful storms which have become more frequent. Mayor Spier said potentially would meet with engineers and with people who have political expertise to come up with solutions to the flooding and drainage issues these storms create. Mayor Spier said that when the Village Hall burned down, many people contributed their own funds to help jumpstart the rebuilding project. He suggested that maybe the Villagers can once again make private donations to help alleviate the drainage issues.

Administrative Items: Resolutions

1. Motion to Approve the January 10, 2024 Minutes

Approved: Neff/Baisch (3-0)

2. Motion to Approve the Financials/Expenditures

FINANCIALS / APPROVAL OF EXPENDITURES

OPERATING FUND

Unpaid Bills Audited by the Board January 24, 2024	\$	1,190.64
Unpaid Bills Audited by the Board February 14, 2024	\$	<u>19,196.92</u>
Total	\$	20,387.56

January 19th Payroll & Taxes:	\$ 8,326.09
February 2nd Payroll & Taxes	<u>\$ 7,866.96</u>
Total payroll	\$16,193.05

Total Operating Fund Expenditures \$36,580.61

Approved: Neff/Baisch (3-0)

3. Motion to Approve the following date for SCC use of building/grounds:

- **Saturday, March 30: 10-12- Kids Spring Party – Outside lawn / LL bathroom use- open to all residents / no charge**
- **Approve the SCC meeting UL March 24th 10:30 am for 1 hour/ no charge**

Approved: Baisch/Spier (3-0)

4. Motion to Approve the Writers Group meeting request 2nd Thursday of each month 12-2 pm upper level open to all residents.

Approved: Baisch/Neff (3-0)

5. Ratify the resolution:

Motion to ratify the resolution to approve the emergency repair on the Gate and replace the gate circuit board for \$1,063.00.

Approved: Neff/Baisch (3-0)

6. Motion to Approve the contract with S&S Cleaning for 2024 year.

Trustee Baisch said that the fee for cleaning the office downstairs was \$15.00 higher, and there was a slightly higher fee for the cleaning the bathrooms on the upper level as well.

Approved: Baisch/Spier (3-0)

7. Motion to Approve the Cunningham Duct cleaning quote for the kitchen exhaust cleaning in the amount of \$815 and HVAC Duct cleaning in the amount of \$2,708.

Trustee Baisch reported that Cunningham Air Duct Services will be performing annual maintenance on our HVAC system, cleaning all the ducts, and replacing the filters. They will also perform the annual maintenance on the kitchen exhaust hood, including cleaning of all baffle filters and polishing the stainless hoods. Upon completion, Cunningham will provide labeling acceptable to our insurance company and for Fire Code regulations. Cunningham holds a Suffolk County DPW Contract.

Approved: Baisch/Neff (3-0)

8. Motion to Approve an increase in the lower-level rental rate to \$650.00 which will include the use of the lower-level conference room as well as the lower-level lawn area for a period of up to 8 hours. The increase shall take place immediately for all future rental requests.

Trustee Baisch said that the rental rates have not been updated since February, 2019. The basis for the increase is to cover the cost of rental which includes cleaning fees, and the salary of Code Enforcement and a Steward. Rentals cannot be subsidized by tax dollars. Current signed contracts will be grandfathered in at the old rates. Rental requests/contracts received after Board approval on 2/14/24 will be executed at the new rates.

Approved: Baisch/Neff (3-0)

9. Motion to Approve a universal security deposit fee of \$1,000 for all Village Hall rental requests.

Trustee Baisch explained that having a universal fee simplifies deposits for both lower and upper hall rentals.

Approved: Neff/Baisch (3-0)

10. Motion to Approve the rental of the upper level by TSVA for Earth Day gathering on April 13, 2024 for the fee of \$150.

Approved: Spier/Neff (3-0)

Trustee Mariann Coogan: Report Read by Trustee Neff

Tennis – It is that time of year again to think about the reconditioning of our tennis courts for the 2024 season. We've received and reviewed quotes from three

different companies. All of them were within \$150 of each other. Since Laurel Gold Coast Tennis has provided us with many years of dependable and quality service, I am requesting that we continue to do business with them. The cost will be \$4,900. If we can get this approved tonight, we can get on their calendar as they service customers on a first- come, first -served basis.

11. Motion to approve Laurel Gold Coast Tennis to recondition the tennis courts for a fee of \$4,900.

Approved: Neff/ Baisch (3-0)

Tennis Lessons: We are working to try to reinstate **children's tennis lessons** this summer. During the pandemic, of course, we were not able to continue this tradition. Then last summer our hard courts needed repairs, so with the uncertainty of that work, it was not possible to schedule lessons. Currently, we are in the process of looking for an instructor and an assistant. More to follow on this in March.

Beach: Last summer, residents contacted us because a number of beach umbrellas were no longer functional. Some were able to be salvaged and some needed to be discarded. We are in the process of gathering prices in order to purchase about 6 new umbrellas for the upcoming beach season. We are hopeful that the beach will reopen for the summer on Friday, June 28th.

Trustee Laura Baisch:

Building update: Regarding the replacement of the vertical support columns, we have engaged H2M, an Engineering Firm, to assist us in creating a scope of work so that we can go out to public bid for this job. H2M is in the process of preparing a proposal for their own work. Rob Minarik and I are in discussion with H2M regarding our expectations of their involvement and will apprise you when we have more information.

Sprinkler System Update: As reported last month, we had an inspection of the (Wet) Sprinkler System which comprises all water supply lines, control valves, and sprinkler heads. We received one proposal for the work required, which totaled nearly \$20,000.00. Jen has sought two more bids, and after discussion with these companies is awaiting clarification on their proposals. As there is some inconsistency in proposals, Rob has found a 4th company that we hope will be able to narrow down the scope of work on this project. More to come...

Deck nights: We have confirmed the dates for Wednesday and Friday Deck Nights as well as Sunday Brunch on the Deck for the 2024 season. We are happy to welcome back Liz Ward as our Steward for these events, and we also thank the Shoreham Country Club who will supply coffee and tea starting May 12 and bagels and cookies starting June 23.

AED Annual Maintenance: Regarding the lower-level AED, Jen had the Heart Saver Institute complete this maintenance. The pediatric pads and the battery have been replaced.

Upper-level Deck Furniture Update: We are looking to purchase additional tables and chairs for the upper deck. The number of chairs has dwindled to approximately 20, and many tables are damaged. We thank our Parks Commissioner and the Aesthetics Committee for their input and will continue to work with them to purchase tables and chairs that can withstand the elements and will represent our seaside vibe. Thanks also to Brian Vail and our Finance Committee for their input on this expense. More to come.

Trustee Sherry Neff:

IT/Tech: Our IT Commissioner, Nancy Delagi, has put together a report addressing the upgrades necessary to qualify for NYMIR's \$1 million cyber liability coverage. NYMIR is our insurance carrier. We are currently insured for up to \$250,000 for cyber liability/security breach & network security liability. If we address NYMIR's concerns, we can up our coverage to \$1 million at any time for an additional \$765/year. However, Nancy and Etopia, our IT contractor, have carefully looked at which additional security measures we would need to implement along with the cost of these measures. We would need \$6,440 in one time fees and \$21,890 in annual expenditures. The BOT will continue to have conversations with Nancy and the Finance Committee to decide how to proceed.

Trees: We need to take an official vote, after our email vote, to approve the expenditure for tree safety work. This is work that we do once a year, and the money is budgeted specifically to address safety issues with trees in Village Parklands and right of ways. The tree work is done in the winter, as it is significantly cheaper at this time of the year. The licensed arborist at Sunburst has gone through the list of potentially dangerous trees with the Parks Commissioner, Brian Mahoney, and Sunburst has already removed the most dangerous trees. There are more trees on the list that need corrective pruning or removal as they present safety issues. The budgeted amount for this work is \$10,000 dollars. I would like approval to spend up to \$10,000 in total to Sunburst for this work. Sunburst gives us a great rate, understands our needs, and they do good work. Spending this money now keeps us safe and has the potential to save us money for emergency tree work later in the year.

12. Motion to approve a total of \$10,000 to Sunburst Trees to prune and remove dangerous trees that present safety issues in the Village.

Approved: Neff/Spier (3-0)

Related to the tree work, the BOT received an email from resident Larry Kogel asking that **stump removal** be included for the trees that were removed on Hillcrest. Unfortunately, that is not in the budget at this time but is something that we can address at a later date. Larry has asked for a beautification project in the right-of-way on Hillcrest. There was an alley of Norway Maples on Hillcrest but they are reaching the end of their life span. Larry would like them replaced. The BOT need to have addition discussions with the Finance Committee to decide upon the feasibly of such a project.

New “Little Free Library”: Ruth Kogel has submitted plans for a new “Little Free Library” on behalf of the TSVA. This proposed library will have a lower section for children’s books and a higher section for adult books. This library will replace the existing library.

12. Motion to Approve the donation of the new “Little Free Library” on behalf of the TSVA.

Approved: Baisch/Neff (3-0)

Trustee Neff read a thank you and update from Maureen Desmond concerning the Tennis Ball Recycle Program which was approved at the January 10, 2024 meeting.

Tennis Ball Recycling: From Maureen Desmond:

Thank you for your approval of the Tennis Ball Recycle Program that will be sponsored by The Shoreham Village Association (TSVA).

An order was placed for the bin to collect the tennis balls but the bin is out of stock. The recycling company is not sure when a replacement bin will be available. My research to find a replacement bin led me to the receptacle shown below. The design will match the recycling and trash receptacles that are place throughout the village.

The front of the can will be a circular opening, 3.5 inches in diameter.

The words on the receptacle will read TENNIS BALLS.

As Stated in the original proposal, a sign will be on the front of the receptacle “Sponsored by The Shoreham Village Association”. The sign will match the style and coloring of signs posted at the tennis courts.

The receptacle and sign will be at no cost to the Village.

Trustee Ed Brickley: Read by Trustee Baisch

Drains and Storm water: Between September 28, 2023 and January 9, 2024 we suffered several of what used to be called once- in –a- thousand-years rain storms.

Several of our residents sustained very significant damage. In an effort to reduce flooding damage, we had S&S clear all of the roads and drainage grates before the January 9 storm. In spite of our efforts, serious damage was sustained from the January 9 storm. In the short term, we are looking at small changes the Village can make to our curbing and drainage which will help. We also need residents to do what they can to keep debris which clogs the drains, from washing off their property. Homeowners will also have to consider changes to their own properties to reduce exposure.

Unfortunately, we have an old and insufficient drainage system. In the mid and long term, we will have to make significant and costly upgrades. I am hoping that the newly formed Grant Committee will help make this possible.

NYS DEC MS4 Report: In mid-January, NYS as part of the Clean Water Act issued new standards for the annual MS4 report. MS4 stands for Municipal Separate Storm Sewer System.

This annual report is mandated by NYS and we are in the process of working through how we will comply. We have already issued a Notice of Intent to comply.

The report will take several months and we will be assisted by our engineering firm LKMA as in the past.

eGrants: The Grant Committee has begun to investigate the possibly of applying for an eGrant to help upgrade our record keeping. About ten years ago we did receive an eGrant to digitize our records. It may even be possible to use it to help comply with the new MS4 standards.

Fire Hydrant: I am still talking to the RPFd about installing a new fire hydrant to serve the homes on Hillcrest. Progress is very slow.

I just want to thank Cathy Spier for her excellent work with the FEMA grant we got for the damage from hurricane Isaias about 5 years ago. Cathy got the Village almost \$90,000 at that time. This past week FEMA came back to us for some final paperwork. Cathy turned the forms around in a couple of days for us.

Mayor Thomas Spier:

Mayor Spier asked Commissioner Kogel to speak about the Village drainage problems.

Commissioner Kogel:

A number of residents had significant water damage from the last storm. The responsibility of the Village is to conform to state standards which designs systems to handle 1.25- 1.4 inches of rain in a 24-hour period. Based on this formula, the Village is up to state code. Unfortunately, the last storm created 5 inches of rain per hour. The drainage pipe to the Sound is beginning to fail, and homeowners need to develop a strategy to protect themselves. We will sit down with engineers to come up with strategies such as berming soil along the curb line and planting on the Village right-of-way. Engineers can sit down with homeowners and come up with a strategy. This formula helped the Smiths stop water from their neighbor's property from draining onto their property years ago.

The pipe to the Sound is approaching 100 years old and is starting to fail. Easements on rights-of-way are needed to maintain the pipe and eliminate water would be the best solutions for now. The Village needs to build retention basins and sumps to contain the water and allow it to be absorbed into the ground.

Resident Charles Bowman: During the last storm, two times as much water came down Woodville Road as ever before, and the water came across Barnhart's property and down the shoulder of Woodville making a left turn onto my property. The 45 degree curbing at Beatty and Woodville allowed the water to turn onto my property because the new curbing on the corner is 2 inches lower than the previous curbing. The water flooded my garage and the insurance company declared my car, which was parked in my garage, totaled.

Mayor Spier Continued:

Bridge: Mayor Spier is dealing with the ongoing issue of the ownership of the bridge.

Cellular Phone Code: Mayor Spier reported the committee is meeting with counsel and in the process of drafting cellphone code.

Right-of-Way Vegetation Code: The Village is trying to acquire a sliver of land located off of High Street by the Goat and the Vogel properties but may need a new survey before ownership can be transferred.

Mayor Spier said that in the last 72 hours he has: talked to various officials about the bridge and the cellphone code, dealt with a dead deer, received information about someone hunting deer on private property, reviewed the MS4 Report which needs signing, examined a request for Veterans' Exemptions, dealt with a downed wire on Briarcliff due to the last storm. Mayor Spier drove through the Village to determine which areas sustained serious flooding during the storm. Mayor Spier thanks Joe Abata, Jesse Schmalze, Chris Lister and his sons for cutting up and clearing branches and debris from a downed tree on Ashley Lane.

Residents' Comments/Concerns

The IT Commissioner clarified that the Village is required to post Minutes from the BOT Meetings two weeks from the date of the meeting, and the Agenda for the new meeting must be posted 24-hours before on the Village website.

A resident asked how does the Village decide which drainage and flooding problems need to be solved by the residents and which problems fall under the Village's domain?

MOTION to close the meeting at 8:23 p.m.

Approved: Spier/Baisch (3-0)

Respectfully submitted,
Celeste DeSario