

**VILLAGE OF SHOREHAM**  
**PO BOX 389, 80 Woodville Road**  
**SHOREHAM, NEW YORK 11786**  
**Minutes March 13, 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, March 13, 2024 at 7:30 p.m.

**PRESENT:**

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

**Commissioners, Officials, and Residents present:** Vibeke Arnmark, Judy Buyar, Nancy Delagi, Jim DeSario, Bob Kavanaugh, Larry Kogel, Ruth Kogel, Barbara Kullen, Lorraine Maddalena, Andrew McCabe, Rob Minarik Stephen Rosario, Anna Sweet, Bob Sweet, Chris Tighe, Filippo Toscano, Sara Kallenbach, Stephen Walker, John Weiss, Brian Vail.

**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 said it was great to have all of the Trustees back, and the Board was ready to kick start the season.

**Administrative Items: Resolutions**

**1. Motion to Approve the February 14, 2024 Minutes**

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

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

**FINANCIALS / APPROVAL OF EXPENDITURES**

**OPERATING FUND**

Unpaid Bills Audited by the Board February 21, 2024	\$ 242.77
Unpaid Bills Audited by the Board March 13, 2024	\$ 19,896.70
Unpaid Bills Audited by the Board March 13, 2024	<u>\$ 503.62</u>
Total	<b>\$ 20,643.09</b>

February 16th Payroll & Taxes:	\$ 7,815.82
March 1 <sup>st</sup> Payroll & Taxes	<u>\$ 8,798.16</u>
<b>Total payroll</b>	<b>\$16,613.98</b>

**Total Operating Fund Expenditures \$37,257.07**

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

### **3. Motion to Approve the return of the Tax Warrant for 2023/2024**

#### **RE: Return of 2023 – 2024 Tax Warrant**

In accordance with Real Property Tax Law Sections 1426(2), 1436(4)(a), and 1442, I am returning the Tax Roll and Warrant of the Village of Shoreham for the fiscal year 2023-2024. Of the total of \$766,459.79 due, the Village has received \$746,121.46 as of February 29, 2024.

The following Current Year property taxes remain unpaid:

<u>NAME</u>	<u>PARCEL</u>	<u>AMOUNT</u>
PSEGLI	Special Franchise	\$ 9,791.59
Raynor, Patricia	#207-004-06-007	\$ 2,458.64
Thomas, R & L	#207-005-01-005	<u>\$ 2,322.54</u>
<b>TOTAL:</b>		<b>\$ 14,572.77</b>

The following Prior Years property taxes remain unpaid:

<u>NAME</u>	<u>PARCEL</u>	<u>AMOUNT</u>
Laurencot, Barbara	#207-003-01-006	\$ 42.99
PSEGLI	Poles	\$ 8.55
PSEGLI (22/23)	Special Franchise	\$ 7,659.61
PSEGLI (21/22)	Special Franchise	\$ 9,309.07
PSEGLI (20/21)	Special Franchise	\$11,545.80
PSEGLI (19/20)	Special Franchise	\$11,396.23
Raynor, Patricia (21/22)	#207-004-06-007	\$ 2,584.71
Raynor, Patricia (22/23)	#207-004-06-007	<u>\$ 2,445.80</u>
<b>TOTAL:</b>		<b>\$ 44,992.76</b>

**TOTAL Outstanding \$ 59,565.53**

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

**4. Motion to Approve the rental of lower level by Laurie Maxwell at the rate of \$600 for April 6, 2024, from 1-6 pm.**

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

**5. Motion Approve the annual maintenance contract with Longmeadow Landscaping for 2024 at the same rates as 2023.**

**Trustee Neff said the Longmeadow Contract** includes weeding, edging, pruning, deadheading annuals, perennials, and shrubs. It also includes mulching, fertilizing, and spraying deer repellent. The contract includes the beds around the Village Hall and Village planters. The pricing is the same as last year.

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

**6. Motion to Approve the rental of the upper level by SCC for Open Mic Night on Friday, April 19 from 7-10 pm at the rate of \$500.**

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

**7. Motion to Approve the contract with W & M Fire Protection for fire sprinkler system update for up to \$23,000.**

**Rob Minarik** reported on receiving multiple quotes for the sprinkler system. The sprinkler heads have oxidized and deteriorated because of the harsh environment, so the projected 50-year lifespan has shrunk to 35 years, earlier than expected. The new heads will have coating so they will not deteriorate as quickly. The Village received 3 quotes and W & M Fire Protection was the lowest.

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

**8. Motion to Approve the tree work by Sunburst Tree Experts in the amount of \$1,800 for invasive vines, cutting thorny shrubs and girdling Norway Maples**

**Trustee Neff said** We are looking for approval in the amount of \$1,800 to have Sunburst Tree Experts remove invasive vines, thorny shrubs, and girdle Norway Maples in Village Parkland. This is work that we have been doing every spring on the advice of experts from the New York State Department of Environmental Conservation

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

**9. Motion to Approve the 2024 contract with Sunburst Tree Experts for growth feed and soil drench for Chestnut blight (2 applications) in the amount of \$1,800. Work to be done in April/May 2024**

**Trustee Neff said** we are looking for approval in the amount of \$1,800 to have Sunburst Tree Experts to growth feed and soil drench for Chestnut Blight. This is for the new Cedar and Hollies that were planted over the past few years.

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

**10. Approve the salvage of the John Deere tractor 4210 serial# LV4210H321097 for \$17,625 from Wright Insurance Co.**

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

**11. Motion to Approve the Village/TSVA beach cleanup day on May 4/rain date of May 5, from 10-3 pm.**

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

**12. Motion to Approve the purchase of new beach umbrellas up to \$2,000.**

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

**13. Motion to Approve up to \$2,000 for Rich Schuler, our handyman, to add cuffs to the bottom of street signs that are not being replaced to protect them**

**Trustee Neff** said the addition of the cuffs will protect the wood from damage by landscaping equipment and prolong the lifespans of the signs. Rich estimates that material and labor will be \$200 per cuff. The signs that will have cuffs added are:

Woodville @ Briarcliff

Woodville @ Gridley

Woodville @ Fitzgerald

Gridley @ Tagliabue

Woodville @ Overhill

Ashley @ Arbor

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

**14. Motion to Approve the rental of upper, lower levels of Village Hall and gazebo to Chris Tighe on September 7, 2024 from 3-11 p.m. at the rate of \$2,600 with a security deposit of \$2,000. Overtime hours will be charged, rate to be determined.**

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

### **Trustee Mariann Coogan**

#### **Beach Umbrellas:**

As mentioned in recent months, it's time to replace some of our beach umbrellas. The office staff and I have researched which beach umbrellas would best serve us as we replace some. We've found forest green umbrellas with white fiberglass stays and white aluminum poles at a cost of \$275 per piece. We would like to purchase 6 new ones and over the next few years continue to phase out those that have seen better days.

#### **Beach Clean-up:**

On Sat, 5/4, TSVA and Beach Commissioner Milana will organize and run the official Beach Cleanup. The Village officially sponsors the event though TSVA volunteers and the Beach Commissioner will coordinate the details and advertise and run the event. Our thanks to TSVA for organizing and mobilizing Village volunteers for this worthwhile annual event.

**Tractor:**

Beach Commissioner Milana, along with past Commissioner Weiss, have been communicating with Mayor Spier with regards to researching a replacement for the beach tractor. I would like to thank Tom for the time and effort he has spent reviewing the specifications for a new tractor.

**JCAP** (Justice Court Assistance Program): Our 2024 JCAP grant has been approved, in the amount of \$25,626. These grant funds will enable us to air condition the court office (which also houses our security hardware). The grant will cover the cost of the A/C unit and the installation. In addition, we will be replacing the windows in the ladies' restroom. Finally, other incidental furniture (tables and trash bins) will be purchased. I'd like to thank our court clerk and office staff, as well as Laura Baisch for their input with writing the grant and obtaining the necessary bids for submission.

**Children's Tennis lessons:** As many of you know, we traditionally offered a series of tennis lessons to Village children in the early weeks of their summer vacation. During the pandemic, we halted the program and are now in the process of trying to reinstate it. We are now in the stages of finalizing a coach and an assistant. We hope to run two weekly sessions, possibly three, depending on interest. The dates and times for the sessions will be announced at a later date.

**Trustee Laura Baisch:**

**Building:** Many thanks to our Clerks, Jen, as well as Josephine and Laura who oversee scheduling of the many maintenance items required to run this building. Jen keeps me apprised regularly, and with a monthly email recap. To give you some perspective on the amount of work done on this project, this month's report was 2 pages, single-spaced.

**Elevator:** On March 6, 2024, the elevator had its 2X yearly maintenance. Time has come (approx. every 5 years) to replace some hoses and the (2) 5-amp batteries. A quote will be provided, and it will be added to the maintenance schedule with cost for budget.

**Generator:** At the end of February, the Generator had one of its 2X yearly tune-ups by Power Pro last week. No issues were found.

**Kitchen Oven Range Hood:** as we approved last month, Cunningham came and cleaned the kitchen oven range hood system. There were no issues. This maintenance has been added to the Hall maintenance calendar and will be completed 1X yearly going forward.

**HVAC Ducts/Filters:** Cunningham came to **clean the HVAC ducts and change the Filters**. No issues were found, and this maintenance will be added to the calendar every 5-6 years. Filters are supposed to be changed every 6 months.

**Firematic came for their yearly inspection** of the 10 Fire extinguishers throughout the building. No issues were found. Four inspections are scheduled for the 6-year testing next year. I will coordinate accordingly.

**H2M Vertical Support Project:** Rob & I are in communication with H2M, our engineering firm and hope to have a complete report next month.

**Outdoor furniture** – In progress.

**Fire sprinkler system** (see Rob's report under Motion #7)

**Rates for Rentals** - We need to have a work session on this matter in the very near

future. The rates and the contract have not been addressed since 2018 and must be revised to meet current legal, insurance, and financial requirements.

**Trustee Sherry Neff:**

Reports are embedded within Motions.

**Trustee Ed Brickley:**

**eGrants Committee**

We have been talking about starting small and investigating eGrants which recently were put forward by NYS.

The eGrants are small grants which could be used to increase cybersecurity for our office and email accounts. There are awareness and certification training programs for Village staff and officials. There may also be grants available for advanced software and hardware.

Recently, Elizabeth Kidney secured a JCAP grant for the Village courthouse. Unfortunately, the JCAP grants are a very specific entity and Elizabeth would not be able to help us with more general work. I approached her and she was kind enough to put me in touch with a professional grant writer who may be able to help us get started. I am hoping to put a meeting together with the Grant Committee, other interested Village officials, and a professional grant writer.

In the future, I expect that we will be looking at grants for larger, more expensive projects.

**Fire Hydrant**

I have been in touch with two RFPD chiefs in the past month. To be honest they are becoming less responsive as time goes by. If there is no better response, I will try some other means. We are taxpayers in the RFPD thanks to work largely by Sherry Neff. I hope they will start answering the call.

**Mayor Thomas Spier:**

**Tractor Damage:** Mayor Spier reported that water damage sustained to the 20-year-old tractor was great and there was no point in trying to repair the tractor. Our insurance carrier, Wright Insurance Company, approved the salvage of the John Deere tractor for \$17,625. If the rake for the beach fits the new tractor, we can pull it off and use it. We have potential machines under consideration and John Deere will bring these candidates to our beach to make sure we purchase the correct tractor for our purposes. The new tractor will cost about \$36,000: about \$20,000 more than the insurance money provided for the old tractor.

**Deer on Woodville:** Thanks to Jen who called Brookhaven Town a few times to remove the deer, and thanks to Stephen Rosario who found a private contractor to take the deer away.

**Bridge:** The Town of Brookhaven is examining whether the transfer of the Bridge to the Village has been effectuated. Brookhaven has agreed to clean the Bridge and landscape the surrounding area.

**Cellular Phone Code:** Mayor Spier indicated he would meet with AT&T pertaining to potential cellular phone service in the Village.

**Briarcliff School:** Mayor Spier, Deputy Mayor Coogan, Building Inspector Brad Hammond and attorneys Dawn Thomas and Steven Losquadro met with Superintendent of Shoreham Wading

River Schools, Gerry Poole and members of the school board about the use of the Briarcliff School. The school's population is declining, and the school district is debating about what to do with this property. The school district is aware they need to follow the Village's zoning laws. Mayor Spier gave a shout out of thanks to Steven Losquadro, a resident and practicing attorney who has offered legal expertise pertaining to Village matters.

**Mayor Spier** thanked Kathryn Spier for donating the cost of the refurbishment of the two benches overlooking the beach which Rich Schuler is working on. Mayor Spier thanked John Weiss and Steve Walker for driving around the Village and Village outskirts with him for an overview of the general topographical drainage situation. Mayor Spier introduced Filippo Toscano who has an engineering background who has volunteered to help the Village. Mayor Spier thanked Brian Vail and the Finance committee and the Trustees for the great job they are doing.

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

**The IT person** stated that the agenda for the March meeting was posted more than 24 hours before the meeting as is required, but the minutes for the February meeting were posted late.

**Dave Madigan** said he had taken the CPR training session last year and requested that AED's be placed on the beach and mounted outside so villagers have access.

**Trustee Coogan** replied that there already are plans underway to mount the unit outside the entrance by the restrooms, and yes, it has already been determined to be installed in an area covered by our video surveillance.

**John Weiss** reminded the Village that because of past problems, the Board had decided never to rent the upstairs and downstairs venues of Village Hall together again.

**Clerk Spillane** said there would be a Steward on each level, and that this rental was to a Village resident.

**Bob Sweet** said he has lived in the Village for 40 years, and he has never rented the Village Hall, but now he is looking to rent for his daughter's wedding, and he requested the paperwork be expedited.

**Clerk Spillane** said they will be working on his paperwork in the next couple of days.

**Judy Buyar** thanked the Village for renewing Longmeadow's contract as they do excellent work with the Village gardens.

**Judy** asked if Mauricio needed to complete the Beach Application for the Beach Clean-up scheduled for May 4.

**Steward Alexander** said there is no paperwork necessary for the Beach Clean-up.

**Judy** said that Rich Schuler, our handyman, will paint the cuffs on the signs to match the posts, and he will also touch up the posts at the same time.

**Judy** asked for the name of the provider for the recycle bins so there will be a record in the minutes which will make the provider easier to find in the future.

**Stephen Rosario** commended the TSVA for the beach clean-up stating he had photos of trash he picked up on the beach during his daily walks.

**Stephen** urged the Board to vote on the Village's registration in the Climate Smart Communities program saying that there were many resources available in the CSC grant programs that could help with drainage and other Village issues. He claimed the Board has not acted on his proposal which

was made in January of 2023, and they only had to pass a Resolution to register and get points for beach clean-ups and certain work performed on buildings.

**Mayor Spier** agreed that drainage in the Village is a huge problem and we have to solve this issue.

**Stephen Rosario** asked what the resistance is to becoming a Climate Smart Community?

**Trustee Coogan** replied that CSC was under discussion.

**Ruth Kogel** wanted to clarify that the Beach clean-up is run by the Village.

**Brian Vail** asked for approval from the Trustees to post a draft of the budget one month before the Town Hall meeting so residents will have a chance to review the changes which will be highlighted in red. Brian reminded us that the Bond needs to be renewed between July and October. The notice needs to be posted 60 days before the discussion in May; bids are needed in April, so the process needs to be started soon.

**Larry Kogel** thanked Trustee Neff for removing the huge tree trunks from Hillcrest and asked that the Trustees restore the trees on Hillcrest to keep the historic nature of the road.

**Larry** said he has been working on the issue of Village drainage for 30 years and a new committee to deal with flooding needs to be developed. Larry volunteered to chair this committee.

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

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

Respectfully submitted,  
Celeste DeSario

**Next Board of Trustees meeting: Wednesday, April 10, 2024**