

**VILLAGE OF SHOREHAM
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, July 19, 2022** at 7:30 PM.

PRESENT:

| | |
|-------------------------|------------------------|
| Thomas P. Spier | MAYOR |
| Sherry Neff | TRUSTEE |
| Laura Baisch | TRUSTEE |
| Mariann Coogan | TRUSTEE |
| Laura Spillane | CLERK/TREASURER |
| Josephine Romano | DEPUTY CLERK/TREASURER |
| ABSENT: Edward Brickley | TRUSTEE |

Commissioners, Officials, and Residents present: Nancy Delagi, Neil Baggett, Barbara Laurencot, Nancy Bates, Nancy Laurencot, Ute Thoennessen, Stephen Rosario, Lorraine Maddalena, Bob Kavanaugh, Randy Goat, David Madigan, John Weiss, Barbara Kullen, Michael Brogden, Larry Kogel

OPEN MEETING:

Mayor Spier opened the Regular meeting at 7:30 pm.

Pledge of Allegiance

MAYOR SPIER:

Mayor Spier opened the meeting by thanking everyone for coming.

CLERK SPILLANE:

Clerk Spillane explained that resident's correspondence received via email, mail or telephone will be shared at the meetings with residents' names. Clerk Spillane asked that during residents comments at a meeting the resident start with their name and street address. Comments will be kept to 3 minutes.

1. Motion to approve the June 14, 2022 Minutes
Approved Neff/Baisch 3-0 1 Abstain (Spier)
and the July 12, 2022 work session & Executive meeting minutes
Approved Spier/Baisch 4-0
2. Motion to approve the Financials/Expenditures:

FINANCIALS / APPROVAL OF EXPENDITURES

OPERATING FUND

Unpaid Bills Audited by the Board June 27, 2022 \$ 379.45

| | |
|-------------------------------------------------|---------------------|
| Unpaid Bills Audited by the Board June 13, 2022 | \$ 67,397.23 |
| Unpaid Bills Audited by the Board June 19, 2022 | <u>\$ 40,692.14</u> |
| Total | \$108,468.82 |

Total General Fund/Capital **\$108,468.82**

| | |
|-----------------------------|--------------------|
| June 10th Payroll & Taxes - | \$ 8,524.86 |
| June 24th Payroll & Taxes - | \$ 7,829.42 |
| July 8th Payroll & Taxes- | <u>\$14,669.26</u> |
| Total payroll | \$31,023.54 |

Total Operating Fund Expenditures **\$139,492.36**

Approved Neff/Baisch 4-0

3. Motion to approve the refund of \$1,000 security deposit to Dani Grafer for party held June 18, 2022.

Approved Baisch/Neff 4-0

4. Motion to approve the refund of \$1,000 security deposit to John Bates for memorial held July 1, 2022.

Approved Baisch/Coogan 4-0

5. Motion to accept the donation of \$5,000 from Salvator Filosa towards landscaping projects.

Approved Coogan/Neff 4-0

6. Motion to approve the proposal from Etopia Technologies Inc. in the amount of \$2,140 to upgrade outside cameras and DVD with remote monitoring.

Approved Baisch/Neff 4-0

7. Motion to approve change of date for Board of Trustees meeting September 20, 2022 back to September 13, 2022 due to change in dates of training for Admin staff.

Approved Neff/Spier 4-0

8. Motion to approve the S & S Cleaning Services contract for 2022/23.

Approved Neff/Spier 4-0

9. RESOLUTION CREATING THE POSITION OF TECHNOLOGY COMMISSIONER

The BOARD OF TRUSTEES of the Incorporated Village of Shoreham, duly convened, does hereby resolve as follows:

WHEREAS, the Village Trustees have determined that the advances in technology warrant the creation of the position of Technology Commissioner,
NOW THEREFORE, be it

RESOLVED, that the position of Technology Commissioner is hereby created,
and be it further

RESOLVED, that the duties of the Technology Commissioner shall be as follows:

- provide basic tech support to office staff and trustees
- act as liaison to professional computer support and services
- ensure compliance with state and local data security requirements
- work with office staff on task automation
- assist with documentation of office procedures and policies
- oversee the Village website

And be it further, RESOLVED, that Nancy Delagi is hereby appointed Technology Commissioner for the Incorporated Village of Shoreham, who shall serve at the pleasure of the Village Trustees.

Approved Neff/Coogan 4-0

10. RESOLUTION CREATING A FINANCE COMMITTEE

The BOARD OF TRUSTEES of the Incorporated Village of Shoreham, duly convened, does hereby resolve as follows:

WHEREAS, the Village Trustees have determined that it is appropriate to create a Finance Committee for the purposes of providing input and oversight in the Village's finances to ensure the most efficient and effective expenditure of Village funds. The committee reports to the Village Mayor.

NOW THEREFORE, be it RESOLVED, that a Finance Committee is hereby created, and be it further

RESOLVED, that the Finance Committee shall have the following responsibilities:

1. Review all existing finance policies and make recommendations for updates as necessary.
2. Research and recommend the adoption of additional finance policies as required by law or sound fiscal management.
3. Monitor fiscal operations of the Village.
4. Participate in the creation of interim reports and budget status reports quarterly.
5. Review the proposed yearly operating and capital budget.
6. Review the proposed annual 5-year capital plan.
7. Assist in the preparation of documents required to raise capital via the issuance of bonds.

RESOLVED, that the following individuals are hereby appointed to the Finance Committee, and shall serve a term of four years:

1. Brian Vail, Chairman
2. __ TBA _____
3. __ TBA _____

Approved Spier/Neff 4-0

11. RESOLUTION ADOPTING ROBERT’S RULES OF ORDER FOR USE AT VILLAGE BOARD OF TRUSTEES MEETINGS

The BOARD OF TRUSTEES of the Incorporated Village of Shoreham, duly convened, does hereby resolve as follows:

WHEREAS the Trustees of the Incorporated Village Shoreham wish to structure the conduct of its public meetings such that Village residents are afforded the best opportunity to participate in the official business of the Village, and

WHEREAS, Robert’s Rules of Order provides a uniform procedure for the conduct of meetings which will facilitate efficient public meetings,

NOW, THEREFORE, BE IT

RESOLVED, that the Village of Shoreham shall utilize the procedures set forth in Robert’s Rules of Order in the conduct of all meetings going forward, and be it further

RESOLVED, that a copy of Robert’s Rules of Order is available on the Village website.

Approved Neff/Spier 4-0

12. Motion to approve bank transfer from Operating account to Capital account:
CHIPS income 22/23 \$48,263.25

Approved Baisch/Spier 4-0

13. Motion to close the regular meeting and open the annual Reorganizational meeting at 7:38pm.

Approved Neff/Baisch 4-0

14. Motion to close the Reorganizational meeting and reopen the regular meeting at 7:46pm.

Approved Spier/Neff 4-0

Trustee Mariann Coogan:

Trustee Coogan thanked Beach Commissioner Maurizio Milana, former Commissioner John Weiss, Sean and Shane Hall, Shawn Hough, Tom Spier, Dan Paesano and all the lifeguards for their help in getting the beach setup and John Weiss for his expertise and guidance. Commissioner Milana built 2 more kayak racks and we went from 6 spots to 23 spots. If someone got a spot and is not using it, please let the office know- we have people on a waiting list.

The beach access ramp policy is being reviewed by the Village attorney. Access can be approved by sending car and trailer registrations and auto insurance documents to the Clerk’s office at Clerk@Shorehamvillage.org. The Clerk will acknowledge the receipt and give to Code for access.

Trustee Coogan explained that the hard tennis court repairs started yesterday. The power washing is the first step. She thanked George Lynn who trimmed the vines at the last

minute when the repair company determined they were in the way. The next step is to repair the cracks then repaint.

Residents are so happy to be playing pickle ball up on the platform courts, we will be having pickle ball lines painted up on platform courts instead of on the tennis courts. Then players won't have to repeatedly lay temporary tape.

Trustee Coogan updated the Court grant progress. Fifty new chairs were delivered, and it was discovered that 13 of them had some scratches/damage from shipping. When the company was called, they sent out 13 new chairs and did not want the damaged ones back. We will use most of them. The new air conditioning and electric is currently being installed and is expected to be completed within the week. The carpet is being installed in the next 10 days.

Trustee Mariann Coogan for Trustee Ed Brickley:

Trustee Coogan read this statement for Trustee Brickley, who was absent;

Once a month I meet with Larry Kogel, our Building Commissioner, Brad Hammond, our Building Inspector and Josephine Romano our assistant Village Clerk for a Building Status Meeting.

The meetings cover issues like back taxes, VRBO and Airbnb issues, tree removal permits, building permits for new as well as older non-compliant construction, debris and overgrown grass, rental permits and new owners.

It has been over two years since Brad Hammond came on board. At that time, there was an overwhelming number of issues. The group has worked hard to get a handle on these things.

Sometimes it is difficult to get owners to comply.

I am happy to tell you that in the last month we were able to eliminate 9 properties and the SCWA from the list bringing the list down to a total of 20.

Many actions in the Village require permits. If you have a question, please reach out to us.

Trustee Laura Baisch:

Trustee Baisch spoke about the elevator. It was just repaired. It is a multi-step process to use it and is available when the building is open. The Clerk's office, Code or the Steward can give access if needed.

The building condition survey is moving forward. We are reviewing immediate safety needs. The deck railings and stairs on the west side by the kitchen were recently repaired.

The rentals for building use and fee schedule are being reviewed. Changes will be made. During Covid some expenses went up and this needs to be reflected. This topic will be discussed next month. Overtime rates for the Steward and Code Officers will be put into place for rentals. The Village residents should not pay for expenses incurred during a private party.

Trustee Sherry Neff:

Trustee Neff thanked (new) Technology Commissioner Nancy Delagi. Nancy has been helping with IT for a long time and we really appreciate her knowledge and fresh set of eyes.

The landscaping at the east parkland near the platform tennis courts has been completed. Special thank you to Sal Filosa who donated \$5,000 and volunteered to man the irrigation drip for the new plantings.

The new drain at Woodville and Briarcliff is being watched and may need reseeding in the fall. A tree fell in the west parkland near the Rocky Point border and damaged the fencing. Trustee Neff met with the neighbor who owns the adjacent property. We will eventually need to repair the fence.

Mayor Thomas Spier:

Mayor Spier discussed the beach access ramp. We are currently speaking with our attorney and will eventually like input from residents to streamline the process.

RESIDENTS COMMENTS:

Barbara Laurencot stated that as a summer resident for over 60 years she would like the Board to investigate part-time residents voting in Village-only elections.

Stephen Rosario spoke about the open meetings law Sections 106(3) and 103(e) and the location of the Minutes on the website.

Barbara Kullen proposed noise control be made specific regarding drones. Drones flying over our properties are a privacy issue as well.

Larry Kogel suggested some enhancements to the website.

Nancy Delagi stated that the website is more than capable to manage our information and the Minutes can be found by typing into the “quick search” field.

Ute Thoennessen said that she finds the website easy to navigate.

MOTION to close the meeting at 8:09 pm

Approved Spier/Baisch 4-0

Respectfully submitted,

Laura Spillane
Clerk Treasurer

NEXT MEETING: Tuesday, August 9, 2022 at 7:30pm