

# 12/15/2005 Board of Trustees Mtg.

MINUTES OF THE DECEMBER 15, 2005 MEETING OF THE VILLAGE BOARD OF THE VILLAGE OF POQUOTT  
HELD AT 7:00 P.M. AT VILLAGE HALL

Present Mayor Barbara Donovan, Trustees Carol Castillo, Carol Lane, Sandra Nicoletti, Christine Vitkun also present  
Village Attorney Peter Sverd and 5 residents

Minutes of the November 15, 2005 meeting were accepted as written on a motion by C. Lane, seconded by C. Vitkun,  
Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan; Nay 0.

The Mayor updated the Board on the fence permit dispute and the status of the discussions with the homeowner.

## TREASURERS REPORT

The Board questioned the allocation of expenses for A7112.2 and A7112.4. The clerk was asked to review the  
allocations and report back to the Board.

The Treasurers report was accepted as presented on a motion by C. Lane, seconded by C. Vitkun, Aye C. Castillo,  
C. Lane. S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

## REPORT OF OFFICERS, COMMISSIONERS AND COMMITTEES

Carol Castillo Trustee for Roads, Roadsides, and Parks

Parks & Beaches—D.E.C. has notified the Village that the permit renewal forms have been received.

Roadsides— Indian Valley and Silver Beech both experienced washout problems.

Signs—“NO” sign on Shore Road needs to be replaced. The old sign supports need to be removed. The Clerk was  
asked to have the handy man take care of the removal.

COMMENTS—none

Sandra Nicoletti Trustee for Public Safety & Van Brunt Manor Beach

Public Safety—new officer hired.

Emergency Preparedness—a grant proposal is being written up for funding.

Van Brunt Manor Beach-- dinghies in process of being removed.

COMMENTS

Resident—Public Safety was advised that several suspected vandals were in the Village and should be watched.

Christine Vitkun Trustee for Finance, Village Hall & Waste Management

General Code—codification still in progress.

Waste Management—new contract will go out for bid in January.

Grants—after research it was determined that the Real Property Grant was not applicable for the Village.

Website—Public Safety has been added to the E-Mail as [psafety@poquott.org](mailto:psafety@poquott.org) . The Storm Water Phase II info will be put on the site.

COMMENTS—none

Carol Lane Trustee for Environment & Shore Lines

Drains—discussion on drainage projects for Washington and Van Brunt Manor.

Harbor—advisory committee hasn't met recently, change in Town administration limits progress until new supervisor takes over.

L.I. Sound—the Broadwater LPG platform is being protested by many groups.

COMMENTS—none

VILLAGE ATTORNEY

Discussion of new rate schedule of \$175.00 per hour for a senior law partner to do work for the Village when required to assist P. Sverd. The travel time originally proposed has been dropped from the proposal.

P.E.A.C.

1) The Mayor has been in contact with LIPA/Keyspan via E-Mail and a rewrite of the agreement is underway.

PLANNING BOARD

The Planning Board is currently doing research into laws for legal/illegal apartments.

## ZONING BOARD OF APPEALS

Dec. meeting cancelled by applicant, rescheduled for Jan. 18, 2006

## PERMITS

1) Trustee questioned the height of the structure at #2 Tinker Lane. The Clerk was asked to have the Building Inspector check out the height.

## OTHER BUSINESS

Local Law II of 2006—discussion on part 2.0-3.

Duck issue still being debated. The Mayor will meet with Sen. Flanagan and Peter Scully.

Minutes continued

## CORRESPONDENCE

D.E.C. response to F.O.I.L request.

## PUBLIC COMMENTS

NONE

The meeting adjourned at 9:10 P.M. on a motion by C. Vitkun.

## 11/17/2005 Board of Trustees Mtg

MINUTES OF THE NOVEMBER 17, 2005 MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF POQUOTT HELD AT VILLAGE HALL AT 7:00 P.M.

Present - Mayor Barbara Donovan, Trustees Carol Castillo, Sandra Nicoletti, Christine Vitkun, absent Trustee Carol Lane; also present Village Attorney Peter Sverd and 5 residents.

The minutes of the October 6, 2005 meeting were accepted as written on a motion by C. Castillo, seconded by C. Vitkun—Aye C. Castillo, S. Nicoletti, C. Vitkun, B. Donovan Nay 0.

The minutes of the October 27, 2005 meeting were accepted as corrected on a motion by C. Vitkun, seconded by S. Nicoletti, Aye C. Castillo, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

Treasurers report (see attached)

The Treasurers report was accepted as read on a motion by C. Castillo, seconded by C. Vitkun, Aye C. Castillo, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

Discussion on the proper allocation of expenses to Walnut Beach—should be a .2 or a .4 allocation—Clerk will check. Also discussed was the allocation for drains .4 vs. .2; again the clerk will review the allocations.

### REPORTS OF OFFICERS, COMMISSIONERS AND COMMITTEES

Carol Castillo--- Trustee for Roads, Roadsides and Parks

California Park—the Engineer should contact the D.E.C. re; replenishment of the rocks.

Walnut Park—some dinghies are still on the rack.

Roadsides—fall cleanup underway.

Roads—L. Mitchell reviewed the status of the Highway Inventory, pothole patching bill, and grants.

COMMENTS -- none

Sandra Nicoletti—Trustee for Public Safety and Van Brunt Manor Beach

Public Safety—vandalism Halloween night was reported to the SCPD.

Parking Permits—a resident is requesting parking privileges for a guest at California Park. After discussion the board refused permission.

COMMENTS

Resident—is the long form for complaints available to all Public Safety Officers? Ans. Yes.

Christine Vitkun—Trustee for Finance, Village Hall, Waste Management

General Code— codification still underway.

Grants—General Code will be contacted regarding Real Estate Tax Grant.

Website—Storm Water Phase II will be available on the web.

COMMENTS—none

#### ATTORNEY UPDATE

After discussion the Board on a motion by C. Vitkun, seconded by C. Castillo hired the law firm of Miranda & Sokoloff as Village Attorneys with their representative being Peter Sverd, Esq.

The LIPA situation is still unresolved and future discussions to reach an agreement have not been scheduled.

#### PLANNING BOARD

The Planning Board at its last meeting discussed the assignment given them re; Apartments- legal/not legal. The Planning Board members will research municipality codes for laws pertaining to both aspects.

#### ZONING BOARD OF APPEALS

The Zoning Board of Appeals heard a variance request for a rear yard variance and granted the variance.

#### NEW BUSINESS

The Board discussed the proposed Local Law 2 as to verbiage and fines. A public hearing will be scheduled for January 26 th 2006.

The meeting adjourned at 9:35 P.M. on a motion by C. Vitkun

## 11/15/2005 Public Information Mtg

NOVEMBER 15, 2005 PUBLIC INFORMATION MEETING HELD AT VILLAGE HALL AT 8:00 P.M. Present Mayor Barbara Donovan, Trustees, Carol Lane, Sandra Nicoletti, Christine Vitkun and guests Steven Englebright, Vivian Fisher, Capt. Ottiger D.E.C. , Lt. Smith SCPD, Peter Koutrakos, South Shore Water Fowlers President, Suffolk Alliance of Sportsman President.

### TOPIC--- DUCK HUNTING AND DISCHARGE OF FIREARMS WITHIN VILLAGE LIMITS

Mayor Donovan opened the discussion with a recap of the Village position re; Hunting and the discharging of firearms within Village limits.

County Legislator Vivian Fisher did a review of the issue as a community concern and the possibility of a confrontation between hunters and residents of not only Poquott but adjacent locales.

Captain Ottiger of the D.E.C. reviewed the N.Y.S. hunting laws and the efforts of his department to assure that hunters complied with all of the regulations. An ongoing project of his department is the education of hunters to retrieve their spent shells or be ticketed. The Captain then entertained questions from the attendees:

Resident—understands the Federal and State Laws are obeyed, however what about compliance to Local laws?

Answer—The Navigable Waters Laws may dim Local Law.

Resident—Is the D.E.C. out every day at sunrise to assure compliance with hunting regulations? Answer—The D.E.C. patrols every day. The SCPD representative Lt. Smith was asked if SCPD could increase their activity around the shore during hunting season. Yes.

Resident—hunting is being promoted on L.I., can legislation change the law due to population shift? Answer—S.

Englebright—State Assemblyman stated that Suffolk County several years ago passed legislation banning hunting



only to lose in court when the legislation was challenged by hunters. Mount Sinai residents complained about hunters and a compromise was reached between the resident and hunters. The Town and the Village should enter into dialogue with the hunters to reach a similar agreement.

Resident—How many shots is a hunter allowed? Answer—the shotgun requirement is three shells only per weapon.

Resident—is sure that the Town of Huntington passed an ordinance re; hunting.

Resident—the term “open water” is rather vague. Scotts Cove is extremely limited by both shorelines.

Resident—the roadways along Scotts Cove are used by a number of walkers and presents a danger if hunters are allowed to shoot over “open water”

Mayor Donovan stated that the Village of Poquott code prohibits the discharge of firearms within village boundaries.

Lt. Smith-SCPD- as to trespassers , if the officers observe trespassing the law will be enforced.

Resident—the hunters should be 500 feet from any moored boat.

Resident—there was an incident where a hunter was up close to his property on the Setauket Harbor Shore of VanBrunt Manor Road. Answer resident should contact SCPD and/or public Safety.

Resident—doesn't want to confront any hunter regarding violation of local law. Answer—contact Public Safety.

South Shore Water Fowlers Representative—all hunters are discouraged from trespassing on private property. If the resident were to inform the hunter of the private property issue the hunter will leave. Hunters are faced with ever shrinking arrears to hunt in and many are carrying on a tradition handed down from their fathers.

## 10/27/2005 Board of Trustees Mtg

MINUTES OF THE OCTOBER 27, 2005 MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF  
POQUOTT HELD AT VILLAGE HALL AT 7:00 P.M.

Present Mayor Barbara Donovan, Trustees Carol Castillo, Sandra Nicoletti, Christine Vitkun, Village Attorney Peter Sverd and 8 residents. Trustee Carol Lane absent.

The minutes of the September 8, 2005 meeting were accepted as corrected on a motion by C. Castillo, seconded by C. Vitkun, Aye C. Castillo, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

The minutes of the September 22, 2005 meeting were accepted as read on a motion by C. Castillo, seconded by C. Vitkun, Aye C. Castillo, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

TREASURERS REPORT (see attached)

The Treasurers report was accepted as read on a motion by C. Castillo, seconded by C. Vitkun, Aye C. Castillo, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

PUBLIC HEARING ON STORM WATER PHASE II ANNUAL REPORT

The draft of the Storm Water Phase II was presented by Carrie O'Farrell of Nelson Pope & Voorhis, LLP

After discussion the floor was opened for comments from residents.

Resident—is there an engineering report prepared as part of this annual report? Ans. No.

Resident—if an engineering report is prepared for the storm water phase II at some later date it should be made available to all residents. Ans. When a report is prepared it will be available to all residents.

Resident—can we join in with Belle Terre Village to get grant funds? Ans. Any partnership with another municipality will be pursued.

Resident—we definitely need drains on Washington Street and waiting will cost more each year.

Resident—has an estimate of the cost of the project been made yet? Ans. No.

The hearing was adjourned on a motion by C. Vitkun

#### REPORTS OF OFFICERS, COMMISSIONERS AND COMMITTEES

Carol Castillo—Trustee for Roads, Roadsides and Parks

Roads— potholes are being filled by the Town.

Parks—weather has been a detriment to all beaches

California Park—should the rocks be replaced at California Park? Discussion ended with a recommendation that the clerk call the Village Engineer for their advice on replacement of the rocks.

#### COMMENTS

Resident—the holes on Highview Ave. have not been filled. Ans. The clerk will contact Keyspan again.

Resident—the seawall at California Park has been undermined; can it be back filled? Ans. The clerk will contact the Village Engineer for advice.

Resident—it's well that the potholes are being fixed, however when will the roads be repaved? Ans. As soon as the funds are available.

Sandra Nicoletti—Trustee for Public Safety & Van Brunt Manor Beach

Public Safety—pumpkins are being smashed at some residences according to reports from residents.

Emergency preparedness—an evacuation plan should be prepared by the village. K. Sundberg is trying to put together a list of invalid residents for a plan named J.E.E.P.

Special Parking—two permits issued.

#### COMMENTS

Resident—when construction is being done at a residence does the homeowner need to apply for a special parking permit? Ans. This will be discussed at the next work session to clarify rules.

Christine Vitkun—Trustee for Finance, Village Hall & Waste Management

General Code—review portion is almost ready.

Community Health—flu shots are in short supply.

Grants—Real Property Service has money available for computers to do real estate indexing.

COMMENTS—none

Carol Lane—Trustee for Environment & Shore Lines (report by Mayor Donovan)

Drains—the Drains Commissioner and the mayor reviewed various drains due to the recent weather experiences. The Village answered the county request for storm damage estimates.

COMMENTS—none

#### OLD BUSINESS

North Shore Heritage Assoc.— scheduled meeting , however no one will be able to attend.

LIPA—agreement still unresolved, no new discussion.

Resident—any dispute re; the property with LIPA. Ans. No dispute, just little progress.

Minutes of October 27, 2005 continued

Planning Board apartment discussion—the chair of the Planning Board will have the board members research other village laws to determine how other villages handle the question.

Resident—research should include rental homes and apartments as well as commercial designation for taxes and use permits.

Permit fees—after discussion the board adopted a resolution to amend the fee structure as follows;

That the building permit application fee shall be .05% of the cost of total construction, but no less than \$25.00.

That the cost of construction be set by the Village, according to the following schedule;

One to three story residential building \$125.00 per square foot

Addition to existing building \$125.00 per square foot

Swimming pool, surrounding paving and accessory

Pool buildings \$30.00 per square foot

Deck and patio \$12.00 per square foot

Motion to adopt was made by C. Castillo, seconded by S. Nicoletti, Aye, C. Castillo, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

Local Law 2—discussion will be put off until the Nov. 17 meeting.

#### NEW BUSINESS

D.E.C.—a meeting to discuss the duck hunting issue will be scheduled in November.

#### ATTORNEY UPDATE

A review of the ability to remove members of the Planning Board or Zoning Board of Appeals for absence indicates that a Local Law would be required as the first step. The Planning Board and Zoning Board of Appeals members should be required to receive training as part of their position with the Village. The question on the destruction of Village property is unresolved. The court case was rescheduled for the November court calendar.

#### CORRESPONDENCE

Community Grants.

#### PUBLIC COMMENTS

Resident—what is happening with LIPA/Keyspan? Ans. Still being pursued as an agreement between the Village and LIPA/Keyspan.

The meeting adjourned at 9:35 P.M. on a motion by C. Vitkun.

## 10/05/2005 Board of Trustees Mtg

MINUTES OF THE OCTOBER 6, 2005 MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF POQUOTT HELD AT VILLAGE HALL AT 7:00 P.M.

Present Mayor Barbara Donovan, Trustees Carol Castillo, Carol Lane, Sandra Nicoletti, Christine Vitkun; also present Village Attorney Peter Sverd and 6 residents.

#### OTHER BUSINESS

Apartments—discussion on legalization and enforcement.

Storm Water Phase II—review of meeting with engineer's representative.

LIPA—agreement discussion- signing to be scheduled for week of October 10.

Destruction of Village Property—discussion on asking the clerk to send a letter to both parties or having Public Safety issue a summons to both parties. The Board determined that summons should be issued by Public Safety.

#### NEW BUSINESS

North Chestnut Ave.—discussion re: obstructions in the R.O.W. Asst. Roads Commissioner asked to look at the tree protruding into the roadway for possible removal as a solution to narrow roadway.

Building Permit Fee Structure—discussion ended with a decision to place on the 10/27 agenda.

D.E.C. Meeting—a meeting for review of the duck hunting problem will be set up with D.E.C. and others in the near future.

The Village Clerk presented a request by a resident to utilize Village Hall for a Daisies meeting. The Board referred the question to the Village Attorney for clarification.

#### TRAFFIC CALMING

A representative of Nelson Pope & Voorhis, LLC presented a review of Village traffic with recommendations for traffic calming. The problem of speeding cannot be resolved by speed tables as was previously under consideration. Some of the stop signs may be unnecessary and stop lines need to be repainted for visibility. Other suggestions were



double yellow lines and edge of pavement lines to regulate the traffic flow. Replacement of all street signs with reflective signage to better show up during night time hours.

#### CORRESPONDENCE

Three Village Preservation Society—upcoming meeting.

North Shore Heritage Commission—Oct 14 meeting.

Legislation—re; cable franchise.

#### COMMENTS

Resident—the triangle at Van Brunt & Shore needs some tree work.

Resident—the hedge on the east side of Washington at Rt. 25A needs to be trimmed.

Resident—the Roadsides Commissioner is aware of the triangle at Van Brunt problem and has made arrangements to have it corrected.

The meeting adjourned at 9:00 P.M. on a motion by C. Castillo.

## 09/22/2005 Board of Trustees Mtg

MINUTES OF THE SEPTEMBER 22, 2005 MEETING OF THE BOARD OF TRUSTEES AT VILLAGE HALL AT 7:00 P.M.

Present Deputy Mayor Carol Lane, Trustees Carol Castillo, Christine Vitkun, also present Village Attorney Peter Sverd and six residents, absent Mayor Barbara Donovan, Trustee Sandra Nicoletti.

Minutes of the August 11, 2005 meeting were accepted as corrected on a motion by C. Castillo, seconded by C. Vitkun, Aye C. Castillo, C. Lane, C. Vitkun, Nay 0.

Minutes of the August 25, 2005 meeting were accepted as corrected on a motion by C. Castillo, seconded by C. Vitkun, Aye C. Castillo, C. Lane, C. Vitkun, Nay 0.

#### Treasurers Report

The Treasurers report was accepted as given on a motion by C. Vitkun, seconded by C. Castillo, Aye C. Castillo, C. Lane, C. Vitkun, Nay 0.

It was pointed out by the Treasurer that state aid has been increased by approx. \$500.00 and that there are eight delinquent taxpayers for a total of approx \$6200.00; discussion followed.

#### REPORT OF OFFICERS, COMMISSIONERS AND COMMITTEES

Carol Castillo- Trustee for Roads, Roadsides and Parks

1) Trustees Park- the tennis court has been repaired.

2) California Park—the dinghy removal notice should be posted soon. ( Note October 31.)

Signs—inventory under way.

#### Comments

Resident—Will the (no boating lines) be installed at California Park? Ans. Not this late in the season. Next year for sure.

Sandra Nicoletti- Trustee for Public Safety (report read)

1) Emergency Preparedness-a possible grant under the auspices of Homeland Security will be researched. Website info will be upgraded.

2) Van Brunt Manor Beach – one kayak missing a sticker.

3) Special Parking Permits—the clerk read a request from R. Kratochvil for park usage, approved on a motion by C. Castillo, seconded by C.Vitkun.

#### Comments-

Resident- scooters on public streets are dangerous. This should be addressed in the next newsletter.

Christine Vitkun-Trustee for Finance, Village Hall & Waste Management

Health—flu vaccine should be plentiful according to reports received.

Grants—new grant is being researched.

Website—some items are still not up on the website. Three forms need to be sent to web host. The meeting agenda was altered to cover the move of the Oct. 13 meeting to the Oct. 6 th meeting.

Comments

Resident—the disclosure page of the building permit is confusing.

Carol Lane—Trustee for Environment & Shore Lines

Drains—drains on Washington and Singingwood have been cleaned. It was noted that a drain on Silver Beech has growth in it.

Harbor— John Lane reported that the Harbormaster situation was still not resolved. The commission is requesting a meeting with the Town of Brookhaven to seek resolution of the question.

L.I.Sound—Broadwater opposition growing.

Storm Water Phase II—after discussion , a motion to have the engineers Nelson Pope & Voorhis prepare the second annual report was made by C. Castillo, seconded by C. Vitkun, Aye C. Castillo, C. Lane, C. Vitkun, Nay 0.

Comments- none

PEAC—settlement needs to be signed off.

Planning Board—next meeting date 10/12/05 will probably hear the subdivision for Maybeck Dr.

ZBA- a variance was granted for 9 Chestnut for Local Law 1 of 2005, with stipulations.

Permits—the clerk was asked to have the Building Inspector check the construction at 6 Shen Court for runoff prevention requirements.

#### CORRESPONDENCE

Anonymous letter—the Board discussed the need to notify residents that anonymous letters will not be addressed by the Board. It was determined that a notice will be put in the next newsletter to that effect.

#### PUBLIC COMMENTS

Resident—the Board should give no action to any unsigned letter.

Resident—the Board should consider a new category for the agenda- Attorney update.

Minutes of September 22, 2005 continued

The meeting adjourned at 8:30 P.M. on a motion by C. Vitkun.

## 09/08/2005 Board of Trustees Mtg

MINUTES OF THE SEPTEMBER 8, 2005 MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF  
POQUOTT HELD AT 7:00 AT VILLAGE HALL

Present Mayor Barbara Donovan, Trustees Carol Castillo, Carol Lane, Sandra Nicoletti, Christine Vitkun also present  
Village Attorney Peter Sverd and five residents.

### OTHER BUSINESS

LIPA SETTLEMENT- discussion on the two organizations to be utilized as trustees of the green space.

TRAFFIC CALMING—discussion – utilize an engineer from Nelson Pope & Voorhis, LLC to evaluate the traffic  
problems and report to the Board at a meeting. The cost is \$165.00 per hour for approx. three hours. Motion to hire  
was made by C. Lane, seconded by C. Castillo, Aye- C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

APARTMENTS—discussion on illegal apartments, legalize or prosecute. The board determined that the Planning  
Board would be asked to review the zoning code regarding apartments.

PISTOL RECOVERY—after discussion the Board determined that the Village Attorney should contact the party  
involved by telephone. The clerk will relay the phone number to the attorney.

## NEW BUSINESS

STORM WATER PHASE II—Discussion on filing of end of second year report. The board determined that the engineers Nelson Pope & Voorhis, LLC would be asked to complete and file the report for the village.

CODE ENFORCEMENT—Mayor Donovan asked the board to consider the hiring of an experienced officer at a pay level of \$14.50 per hour which is above existing scale. After discussion the board determined that due to the experience level the salary was acceptable. A motion to hire at \$14.50 per hour was made by C. Vitkun, seconded by C. Castillo, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

## PERMIT FEES

After discussion on the recommendations put forward by the Planning Board the Village Board on a motion by C. Castillo, seconded by C. Vitkun raised the fees for a Certificate of Occupancy / Certificate of Existing Use search to \$50.00 to include one copy with additional copies of subsequent documents \$10.00 each. Also the fee of \$100.00 for the issuance for a Certificate of Existing Use Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

Building Permit Fees—after discussion the board determined that this subject would be deferred to the next business session.

## CORRESPONDENCE

Breakfast seminar – Sept. 27 8 A.M. to 10 A.M.

## PUBLIC COMMENT

Resident—there is a problem with residents parking on Van Brunt Manor Road waiting for school buses. Ans. Public Safety will observe and rectify the situation.

Resident—does the village have penalties for illegal apartments? Ans. Yes.

A motion to adjourn to executive session to discuss litigation was made by C. Castillo, seconded by C. Lane

After the executive session the board authorized the Village Attorney to sign the Article 78 settlement on a motion by C. Lane, seconded by C. Vitkun Aye C. Castillo, C. Lane. S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

The meeting adjourned at 9:10 P.M. on a motion by C. Vitkun

## 08/25/2005 Board of Trustees Mtg.

MINUTES OF THE AUGUST 25, 2005 MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF POQUOTT HELD AT VILLAGE HALL AT 7:00 P.M.

Present Mayor Barbara Donovan, Trustees Carol Castillo, Sandra Nicoletti, absent Trustees Carol Lane, Christine Vitkun, also present Village Attorney Peter Sverd and 3 residents.



Minutes of the July 5, 2005 meeting were approved as corrected on a motion by C. Castillo, seconded by S. Nicoletti, Aye C. Castillo, S. Nicoletti, B. Donovan.

Minutes of the July 14, 2005 meeting were approved as corrected on a motion by S. Nicoletti, seconded by C. Castillo, Aye C. Castillo, S. Nicoletti, B. Donovan.

Minutes of the July 28, 2005 meeting were approved as corrected on a motion by C. Castillo, seconded by S. Nicoletti, Aye C. Castillo, S. Nicoletti, B. Donovan.

#### TREASURERS REPORT

After discussion the Treasurer's Report was accepted on a motion by S. Nicoletti, seconded by C. Castillo, Aye C. Castillo, S. Nicoletti, B. Donovan.

#### REPORT OF OFFICERS, COMMISSIONERS AND COMMITTEES

Carol Castillo—Trustee for Roads, Road sides and Parks

Trustees Park—2 sprinkler heads replaced—hole in tennis court needs to be addressed.

Walnut Park—the hose connections need to be replaced.

Roads—a meeting with the Roads Commissioner and Deputy Commissioner to discuss roads should be set up.

#### COMMENTS

Resident—the Board is doing a good job—gate closing at California Park has reduced nighttime noise.

Sandra Nicoletti—Trustee for Public Safety & Van Brunt Manor Beach

Public Safety—residents have been complaining about the communications problems. Coverage issue discussed as to hiring more P/T or going to F/T.

#### COMMENTS

Resident—perhaps the village should consider contract help for F/T to eliminate the benefits costs. Ans. The village will research the issue.

Christine Vitkun—Trustee for Finance, Village Hall & Waste Management (report by mayor)

General Code—contract ready to be signed—total cost \$14665.00 Approval for Mayor to sign was given on a motion by C. Castillo, seconded by S. Nicoletti, Aye C. Castillo, S. Nicoletti, B. Donovan.

Waste Management—Commissioner is doing a great job; several minor problems have been handled.

Grants—Homeland Security fund should be available. This will be researched.

COMMENTS — none.

PERMITS— Discussion on reported illegal carport ended with a decision that a summons should be issued rather than have the property owner apply for a permit after the fact.

The village has received a letter from the owner of 5 Osprey Lane to reconsider the denial of the permit for the garage. The Village Attorney was asked to review the letter and documentation to respond to the writer. C. Castillo stated that she would have to recuse herself from any discussions or decisions on this matter.

#### OTHER BUSINESS

Correction of title for R. Parrish—Commissioner of Drains and Environment is correct title.

ZBA—discussion on members 5 or 7—hold for business meeting to discuss.

#### NEW BUSINESS

Local law 2 of 2005—discussion, hold for business meeting to discuss further.

Resolution—the Board approved the resolution to request that Suffolk County approve the Legislature resolution # 1647 of 2005.

#### COMMENTS

Resident—is J. Lane still handling harbor items? Yes.

The meeting adjourned at 9:15 P.M. on a motion by C. Castillo.

## 08/11/2005 Board of Trustees Mtg

MINUTES OF THE AUGUST 11, 2005 MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF POQUOTT HELD AT VILLAGE HALL AT 7:00 P.M.

Present Mayor Barbara Donovan, Trustees Carol Castillo, Sandra Nicoletti, Christine Vitkun, absent Trustee Carol Lane, also present Village Attorney Peter Sverd and 4 residents.

### OTHER BUSINESS

LIPA/Keyspan—the Brentwood Bay Shore Breast Cancer Coalition is reluctant to sign. J. Prokop will speak to the representative to clarify everyone's position on the settlement—Discussion followed.

Code Enforcement communications—Setauket F.D. dispatcher could be utilized instead of cell phone to increase efficiency.

Storm Water Management—

Van Brunt /Washington Drains—the Board okayed the engineers to prepare a proposal for the village to review.

California Park—on schedule.

Maple Ave. repair—still under review.

Belgian Block—it was determined that the village would purchase the replacement blocks and have the handy man install.

Utility bonds—a new letter will be drafted and utilities asked to provide a cash bond to be held in trust and agency accounts.

Paths to beach—the clerk was directed to send out letters to both residents to repair the damage to village property. If not done by the residents the village will correct the situation and charge the residents.

Resident complaint—the village was notified of a possible illegal rental situation. The clerk was asked to send a letter to the resident for permission to inspect the premises.

General Code—contract review by the Board.

## NEW BUSINESS

Verizon Franchise—if Verizon initiates a cable network they must first reach a franchise agreement with the village.

NYCOM conference—attendance of the Mayor and Trustee Nicoletti was approved on a motion by C. Vitkun, seconded by C. Castillo.

No Boating Lines—landscaper needs to trim the area where the lines are stored in order for the installer to get at

them.

## CORRESPONDENCE

1) An unsigned letter was received by the village. The Board determined that as it was unsigned it would not be acted upon.

### Resident Comments

Resident—requested refund of \$15.00 in parking sticker fees due to misuse of parking privileges by non-residents.

Resident—Party Permit system doesn't work.

Resident—carpeting put out for pickup by carter stays on the roadsides for a long time. Ans. Code Enforcement will be asked to keep an eye out for bulk items that don't get picked up in a timely fashion.

The meeting adjourned at 8:55 P.M. on a motion by C. Castillo.

## 07/28/2005 Board of Trustees Mtg

MINUTES OF THE JULY 28,2005 MEETING OF THE TRUSTEES OF THE VILLAGE OF POQUOTT HELD AT 7:00 P.M. AT VILLAGE HALL

Present Mayor Barbara Donovan, Trustees Carol Castillo, Carol Lane, Sandra Nicoletti, Christine Vitkun also Village Attorney Peter Sverd and 6 residents.

Minutes of the June 9, 2005 meeting were accepted as corrected on a motion by C. Vitkun, seconded by S. Nicoletti, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

Minutes of the June 23, 2005 meeting were accepted as corrected on a motion by S. Nicoletti, seconded by C. Vitkun, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

#### TREASURERS REPORT (ATTACHED)

After discussion on the Treasurers report the Treasurer recommended transferring \$200,000.00 to the MBIA Class account for the better interest rate. The transfer was approved on a motion by C. Vitkun, seconded by C. Castillo, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

The Treasurers report was accepted as given on a motion by C. Vitkun, seconded by C. Lane Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

Discussion followed on the umbrella insurance limit, the discussion ended with a motion by C. Vitkun to raise the umbrella to Four million, seconded by C. Lane, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

#### REPORT OF OFFICERS, COMMISSIONERS AND COMMITTEES

CAROL CASTILLO—Trustee for roads, road sides and parks

WALNUT PARK—the dinghy rack has been repaired.

ROADS— A Maple Ave. resident has requested that the street be repaved. This will be reviewed by the Roads Commissioner. Discussion followed re; long term road maintenance plans. A new pothole list is needed. Public Safety will be asked to tour the village and list all potholes.

SIGNS— Van Brunt Manor Road stop sign needs to be replaced.

#### COMMENTS

Resident—no parking at the foot of Washington Street should be enforced.

Resident—No Boating lines should be put up at California Park.

Resident—No Parking signs should be put up ASAP.

Resident—some sign posts are leaning and need to be straightened out.

Resident—the village should inquire into obtaining a replacement of the uniform signs manual.

SANDRA NICOLETTI—Trustee for Public Safety & Van Brunt Manor Beach

PUBLIC SAFETY—officers have been fielding complaints about noise and parties that occur after duty hours. The Nextel service is spotty and needs to be improved so that officers can receive calls when on duty.

#### COMMENTS

Resident—recent parking on Van Brunt Manor Road created a hazard on the curve.



Resident—any resident property left on beaches or parks should be confiscated by officers.

CHRISTINE VITKUN—Trustee for Finance, Village Hall, Waste Management

WEBSITE—minutes and calendar will be updated.

GRANTS—the book recently received on grants was reviewed without any luck in finding grants the village would be eligible for.

GENERAL CODE— the board reviewed the proposal by General Code Inc. to redo village laws. After discussion a motion to accept the proposal for a total of \$14,665.00 was made by C. Lane, seconded by C. Castillo, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

#### COMMENTS

Resident—will the public be able to access Local Laws online? Ans. Yes.

Resident – do all villages take all the options General Code Inc. offers? Ans. Most do.

CAROL LANE—Trustee for Environment & Shore Lines

TRAFFIC CALMING—a meeting with C. Voorhis is scheduled for 8/1 to discuss speed tables, Belgian block and drains.

DRAINS—drains on Van Brunt Manor Road are definitely needed.

HARBOR— J. Lane reported that the next meeting is scheduled for 8/2. The harbormaster situation is still unresolved.

#### COMMENTS

Resident—the stopping of pollutants into Scots Cove is of primary concern to residents. (Efforts to meet with the engineers to resolve the problem are good).

#### OTHER BUSINESS

#### LIPA

The green space will be jointly operated by Three Village Trust and Peconic Land Trust.

Resident—do the residents have any idea as to the standing of the settlement? Ans. If the residents have been attending meetings and read the recent newsletter they are fully informed.

Minutes of July 28, 2005 continued

#### ARTICLE 78

The parties have reached an agreement to settle their differences and this matter should be settled soon.

PUBLIC COMMENTS---- NONE

The meeting adjourned at 9:30 P.M.on a motion by C. Vitkun.

## 07/14/2005 Board of Trustees Mtg

MINUTES OF THE JULY 14 2005 BUSINESS MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF POQUOTT HELD AT 7:00 P.M. AT VILLAGE HALL.

Present Mayor Barbara Donovan, Trustees Carol Castillo, Carol Lane, Sandra Nicoletti, Christine Vitkun

Village Attorney Peter Sverd and 10 residents.

The Mayor requested approval for two appointments;

Planning Board--- George Nichols --- seven year term

Zoning Board of Appeals--- Rob Clark---- five year term

Approved on a motion by C. Lane, seconded by C. Castillo, Aye C. Castillo, C. Lane, S, Nicoletti, C. Vitkun, Nay O.

### OTHER BUSINESS

LIPA/Keyspan— 7/29/2005 set as signing deadline.

Speed Tables—The City of Glen Cove has tables that are eighteen feet in length. Ramp runs 7 ft, crown runs 4 ft. and ramp runs 7 ft.; the thickness of the crown is 4 inches.

Belgian Block—Belle Terre doesn't have block curbs as they are too expensive to maintain.

No swimming enforcement—discussion on whether village should attempt to enforce.

Parking on west side of VanBrunt Manor Road—village should enforce no parking regulations.

General Code—Question—re; special parking, a search of other village laws is being conducted by General Code for the village.

Village Calendar conflicts—Meetings scheduled for 4/13/06 moved to 4/6/06 and 10/13/05 moved to 10/06/05

## NEW BUSINESS

None

## PERMITS

Four permits are under review at this time. Discussion on process; the clerk and building inspector are qualified to reject an application due to yard requirements rather than have the engineering firm review the application thereby saving the applicant time.

## CORRESPONDENCE

roster

clean city coalition

SCVOA- Ocean Beach family picnic

## PUBLIC COMMENTS

Resident—brought to the Board's attention what she claimed as harassment of her son on several occasions by public Safety Officers, 6/30,7/3,7/4.

Resident—Public Safety issue—fire on VanBrunt Manor Beach indicates better coverage needed.

The meeting adjourned at 8:40 P.M. on a motion by C. Castillo.

## 07/05/2005 Board of Trustees Mtg

MINUTES OF THE JULY 5, 2005 ORGANIZATION MEETING OF THE VILLAGE OF POQUOTT HELD AT 7:00 P.M.  
AT VILLAGE HALL 45 BIRCHWOOD AVE. VILLAGE OF POQUOTT

Present Mayor Barbara Donovan, Trustees Carol Castillo, Carol Lane, Sandra Nicoletti, Christine Vitkun, and 6 residents.

The clerk swore in Carol Castillo and Carol Lane as Trustees.

The Mayor made the following appointments;

Deputy Mayor----- Carol Lane

Deputy Clerk--- Jean Menninger

Vital Statistics--- Vivian Aronson

Planning Board Chair----- Roger Flood

Information Officer--- Kathleen Matthews

Village prosecutor----- Peter Sverd

Zoning Board of Appeals Chair--- Rob Clark

A motion to approve the Mayor's appointments was made by C. Vitkun, seconded by C. Castillo Aye, C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, Nay 0.

The Mayor made the following Trustee Assignments;

Carol Lane—Trustee for Environment & Shore Lines

Carol Castillo---- Trustee for Roads, California Park & Trustees Park

Sandra Nicoletti--- Trustee for Public Safety & Van Brunt Manor Beach

Christine Vitkun----- Trustee for Finance, Village Hall, Village Codes, & Website

The Mayor made the following Commissioner Appointments

Drains --- Richard Parrish

Waste Management--- Linda Newfield

Harbor & Moorings— John Lane

L.I.Sound Waterborne Transportation—Hank & Theora Ryon

Roadsides—Hank Ryon

Roads—Lois Mitchell

Emergency Preparedness--- Ken Sundberg

Walnut Beach – John Richardson

Van Brunt Manor Beach— John Lane & Sam Aronson

Village Hall--- Rosemary Butcher

Health--- Janet Kagel

## RESOLUTIONS

BONDING—RESOLVED by the Board of Trustees of the Village of Poquott that the cost of the bonding required of certain Village Officers in conjunction with the discharge of their duties as a Village Officer is a Village expense, and such charge shall be charged to and paid by the Village of Poquott.

OPEN MEETING—RESOLVED that the regular meeting of the Board of Trustees of the Village of Poquott shall be the Fourth Thursday of each Month at 7:00 P.M. at Village Hall, unless a vote of the Board with proper public notice is otherwise made or given, and that in the event that the Fourth Thursday of the month is a legal holiday, then the meeting for that month shall be on the following Thursday; except for the months of November and December, 2005 the regular meeting shall be held on the Second Thursday of those months, and it is further; RESOLVED that the Board of Trustees shall hold business sessions on the Second Thursday of each month, and it is further, RESOLVED that the Board of Trustees hereby adopts the notice requirements of the Public Officers Law as the official procedure of the Board, and directs the Village Clerk, unless otherwise directed or required, to provide at least seventy-two hours notice to and in the media of every not scheduled meeting of the board.

VILLAGE NEWSPAPER---RESOLVED that the official newspaper of the Village of Poquott shall be the Times Herald Beacon, of Setauket, New York.

ORGANIZATION MEETING--- RESOLVED that the 2006 Organization Meeting of the Village of Poquott shall be held on July 5, 2006 at 7:00 P.M.

OFFICIAL PROCEDURE---RESOLVED that the Roberts Rules of Order are hereby adopted as the rules of procedure for the Board of Trustees to the extent they are not inconsistent with New York State law.

PETTY CASH--- RESOLVED that the Board of Trustees hereby authorizes a Petty Cash Box to be maintained by the Village Clerk for the purpose of making change for village residents in the normal course of village business; such Petty Cash Box shall not be more than \$100.00 at all times in small bills to accommodate resident needs.

Minutes of July 5,2005 continued



E-MAIL--- RESOLVED that the open meetings law does not preclude conferring by E- Mail:

Communications resulting in a collective decision such as a vote are inconsistent with law. The public is entitled by law to be present during all negotiations.

E-Mail may be used to request meetings, agenda items, date and time changes, to notify of inability to attend a meeting.

E-Mail must be preserved in hard copy form and filed with the Village Clerk at the next public meeting according to F.O.I.L. Laws.

VILLAGE OFFICES—RESOLVED that the Board of Trustees authorizes the expenditure of funds for the operation of the Village Hall. Expenses for the Village Hall shall be appropriated as part of the annual budget.

CONSULTANTS—RESOLVED that it is not cost effective to permit all public officers access to consultants who advise us on a fee for service basis. The Board shall designate the person(s) to provide approval for the year 2005-2006.

SWIMMING—RESOLVED that swimming at Village beaches is prohibited.

ATTENDANCE AT SCHOOLS AND CONFERENCES—RESOLVED that the officers and employees of the Village of Poquott may after prior approval by the Board of Trustees attend conferences and seminars of public employees and officials for the purpose of education and training and other related purposes, be reimbursed for part or all of their reasonable expenses incurred which shall be intended to be limited to per diem amount established by the State of New York provided their attendance and expenses were approved by the Board of Trustees in advance of their attendance at the conference or seminar.

SPECIAL MEETINGS—RESOLVED that in the event of a special meeting being called by the Mayor, every member of the Board of Trustees shall be informed by telephone by either the Village Clerk or another member of the Board of

Trustees of the date, time, location and subject of the special meeting, and unless the meeting is called to respond to an emergency concerning the safety and welfare of the Village, notice of the meeting shall be given to the trustees and Newsday and posted on Village notice boards at least 72 hours in advance of the meeting, and otherwise as in conformance with the Public Officers Law, and other laws of the State of New York.

BOARD OF TRUSTEES AGENDA—RESOLVED that matters presented to the Mayor without 48 hours prior written notice may, at the discretion of the board, be placed on the next meetings agenda without discussion.

MINUTES—RESOLVED that the minutes at a board meeting shall consist of a record of motions, proposals, resolutions, action taken and the vote of each member. Minutes shall be amended only pursuant to action taken by a majority vote of the total membership and such alteration must accurately reflect what transpired at a meeting. Statements, questions and requests from residents shall be listed under a group title called “resident comments” with the format being” a resident stated, asked, requested”. Names will not be included.

GATHERINGS ON VILLAGE PROPERTY---RESOLVED that the Board of Trustees does hereby determine that accessibility to beach and park areas are open to all villagers individually and to all villagers with non-resident guests numbering more that 10 and that villagers wishing to make use of these areas for picnicking, gathering, meeting they are hereby required to seek a permit for each event or activity including guests numbering more than 10. They are also required to secure and produce for review before the date of the event evidence of personal insurance protecting themselves, their guest and Poquott Village property from harm or injury or damage. They are also required to deposit with the Village Clerk a cash deposit of \$150.00 for cleanup and/or repair that will be refunded within 7 work days if the Parks Commissioner determines that no cleanup or restoration of the area needs to be done by the Village of Poquott as a result of the gathering. It is also required that permittees and guests abide by all Village Laws including but not exclusive to noise level, vehicle speed and parking, and public nuisance.

ELECTION OFFICER--- RESOLVED that the Board of Trustees authorizes the Village Clerk as Election Officer to appoint the Board of Inspectors including alternates, if required. The Board of Trustees authorizes compensation of \$7:00 per hour for four positions; that sum covers services performed for Election Day.

EMERGENCY AND SPECIAL PERMIT PARKING—RESOLVED by the Board of Trustees that in the event the Mayor declares an emergency, parking on village streets and in village parks shall be permitted, as directed by the Board of

Trustees. Any vehicle obstructing the plowing of or the clearing of streets, as determined by Code Enforcement, shall be removed and brought to California Park at the owner's expense. It is also resolved that the Village Clerk is authorized to grant permission to residents for parking of cars on village streets, or in village parks, for special occasions provided a request has been made one week prior to the event. The Village Clerk shall determine the location of parked cars and allow only one side of the street to be used.

Minutes of July 5, 2005 continued

VILLAGE JUSTICE COURT—RESOLVED that the residency requirement for Village Justice Court Clerk be extended to anywhere in the county pursuant to municipal home rules authority and Village Law 3-300(2)(a).

OFFICIAL BANKS AND DEPOSITORIES—RESOLVED that the official bank and depositories for the Village of Poquott are as follows;

HSBC BANK USA

MBIA CLASS

Subject to the review of appropriate documentation of each bank by the Village Attorney and

Treasurer.

DESIGNATING VILLAGE AUDITORS—RESOLVED that R.S. Abrams & Co., LLP are hereby appointed as Village

Auditors of the Village of Poquott.

MILEAGE ALLOWANCE--- RESOLVED that the Village of Poquott will reimburse the officers and employees for the reasonable cost of the use of their personal vehicles for village purposes on a submission of a written request and documentation of same, and the rate of reimbursement shall be the posted rate as set by the Internal Revenue service at the time of use.

PUBLIC COMMENT—RESOLVED that a Public Comment time will be designated on each regular meeting agenda.

INVESTMENT—WHEREAS the Mayor and the Board of Trustees of the Village of Poquott are required to adopt or formulate certain policy and procedures regarding the investment and deposit of village funds, and the management of that money.

RESOLVED that the investment policy of the Village of Poquott as currently in effect is adopted as the investment policy of the village, and the Village Attorney and the Village Treasurer are directed to review that investment policy to make a recommendation with respect to modifications necessary thereto, if any, in order that the investment policy of the Village of Poquott may conform with the model investment policy of the Office of the State Comptroller.

PROCUREMENT—WHEREAS the Mayor and the Board of Trustees of the Village of Poquott are required to adopt and formulate certain policy and procedures regarding procurements by the Village.

RESOLVED that the procurement policy of the Village of Poquott as currently in effect is adopted as the procurement policy of the Village, that the Village Attorney and the Village Treasurer are hereby directed to review that procurement policy to make recommendation with respect to modifications necessary thereto, if any, in order that the procurement policy of the Village of Poquott may conform with the model procurement policy of the Office of the State Comptroller.

CLAIMS PRIOR TO AUDIT—WHEREAS the Mayor and the Board of Trustees of the Village of Poquott have determined that it may be necessary and in the best interest of the Village to make payment of certain claims regarding utilities, payroll, charge cards, postage, freight and express prior to audit by the Board of Trustees, it is therefore;

RESOLVED that the Village Treasurer is hereby authorized to make payment prior to audit by the Board of Trustees of public utility services, payroll and payroll taxes, charge cards, postage, freight and express charges, and it is further;

RESOLVED that the Village Treasurer is authorized to make payment, after audit and signature of a majority of the Board of Trustees, all claims supported by voucher approved by the Board of Trustees at a meeting of the Board of Trustees by the next business day of the village and it is further;

RESOLVED that in the event that a claim is paid prior to audit by the Board of Trustees that is disallowed, the claimant and the officer approving or incurring same shall be jointly and severally liable for any amount disallowed by the Board of Trustees in the subsequent audit of the claim.

STEVE'S PATH--- RESOLVED that the Board of Trustees of the Village of Poquott hereby declares that in order to preserve the safety and well being of residents, that the area known as Steve's Path on Tinker Bluff Court to be closed to all pedestrian traffic from December 1 to March 31 each year; such closure will be posted and any resident violating this closure will do so at their own risk.

All 26 resolutions are adopted by the Board of Trustees on a motion by C. Castillo, seconded by C. Vitkun, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

The Mayor asked for approval for the following hires by the Village of Poquott;

Village Law Firm--- Sarisohn Law Partners, LLP

Village Engineers--- Nelson Pope & Voorhis,, LLP

Village Bookkeeper—Small Business Management Solutions

All hires were approved on a motion by S. Nicoletti, seconded by C. Vitkun, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay O.

Minutes of July 5, 2005 continued

#### OTHER BUSINESS

Signage—the No Dogs signs at the parks need to be replaced with correct signage. The signs for Steve's Path were never located and need to be replaced.

Special parking—the Board determined that the current situation required that the process of issuing special parking permits needed to be revised to eliminate future problems. After discussion the Board advised the Village Clerk to maintain a calendar posted at Village Hall for quick reference to permits given out for resident parties. Discussions on

format of the form ended with no agreement on verbiage.

The meeting adjourned at 8:25 P.M. on a motion by C. Lane.

## 06/23/2005 Board of Trustees Mtg

MINUTES OF THE JUNE 23, 2005 MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF POQUOTT  
HELD AT VILLAGE HALL AT 7:00 P.M.

Present, Mayor Barbara Donovan, Trustees Carol Castillo, Carol Lane, Sandra Nicoletti, Christine Vitkun, also present Peter Sverd Village Attorney and 6 residents.

Minutes of the May 12, 2005 meeting were approved as corrected on a motion by C. Castillo, seconded by C. Lane, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

Minutes of the May 26, 2005 meeting were approved as corrected on a motion by C. Vitkun, seconded by S. Nicoletti, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

The Treasurers report (see attached) was approved as read on a motion by C. Vitkun, seconded by S. Nicoletti, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

CAROL CASTILLO – TRUSTEE FOR ROADS, ROAD SIDES AND PARKS

PARKS-

California—sand replenishment has been completed.

Walnut—sand replenishment has been completed.

ROADS—a complaint letter re; sprinkler puddle on Osprey Lane was read. Road grants in the amount of \$300M applied for by the Mayor.

Comments;

Resident—what was the cost of the pothole repairs by Brookhaven town? Ans. Will be looked up and response to resident will follow.

Resident—Phragmites are obstructing drivers view on Van Brunt Manor Road.

SANDRA NICOLETTI—TRUSTEE FOR PUBLIC SAFETY & VAN BRUNT MANOR BEACH

PUBLIC SAFETY— minor incidents reported by officers. Posts removed at Van Brunt curve and reflectors broken. Cars parked on Highview Ave. were ticketed.

VAN BRUNT MANOR BEACH—several vessels on the dinghy rack does not have a current sticker.

SPECIAL PERMITS—many parties and special parking permits issued due to graduation. Discussion followed on changes to form format.

Comments; none

CHRISTINE VITKUN—TRUSTEE FOR FINANCE, VILLAGE HALL & WASTE MANAGEMENT

WEBSITE—General Code was in to see our Local Laws and will prepare a presentation for the upgrade. Discussion



followed.

GRANTS—research underway.

COMPUTERS—new computers ordered from Dell.

SIGNS—the Poquott signs need to be repainted and the base of the support posts need to be enclosed in sheet metal to prevent cutting by the landscapers.

Comment; none

#### CAROL LANE – TRUSTEE FOR ENVIRONMENT & SHORE LINES

ENVIRONMENT—discussion on the road hump specs. It was determined that a site visit to an existing hump to be reviewed would be in order.

HARBOR-- J. Lane reported that the Harbor Master office was in turmoil due to a conflict in the reorganization charts for the Town. The Federal Gov. is throwing its weight against the states rights to object to the Broadwater project.

STORM WATER PHASE II & DRAINS—the Engineer has suggested that the Town should participate in the installation of the three drains for Van Brunt Manor Road. The D. E. C. permit is in process for the Storm Water Phase II project.

Comments;

Resident—the grant for Van Brunt was originally \$25M and was increased to \$50M when two grants were consolidated.

Resident—what is the multi modal grant? Ans. The grant is for beach erosion at California Park, discussion followed.

Resident—is any part of the R.O.W. on Washington Street wide enough to install drains? Ans. No, water mains on the west side and high voltage lines on the east side prevent drain installation.

P.E.A.C.

Settlement is still in the process. Peconic Land Trust is looking to do a walk through of the “green space”. After discussion the board set a deadline for signing the settlement at the last meeting in July.

#### OTHER BUSINESS

Belgian Block—the Board discussed the options and did not reach any agreement. The clerk was directed to respond to J. Roth re; the petition.

June 23, 2005 minutes continued

#### NEW BUSINESS

Covenants and restrictions—after discussion the Board asked the Village Attorney to research and report to the

Board on village options.

#### PUBLIC COMMENTS

The Mayor stated that Verizon was only permitted to install phone lines. Any attempt to install cable TV needed to be negotiated with the Village.

The meeting adjourned at 9:25 P.M. on a motion by C. Vitkun.

## 06/09/2005 Board of Trustees Mtg

MINUTES OF THE JUNE 9,2005 MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF POQUOTT  
HELD AT VILLAGE HALL AT 7:00 P.M.

Present Mayor Barbara Donovan, Trustees Carol Castillo, Carol Lane,Sandra Nicoletti, Christine Vitkun, also present  
Village Attorney Peter Sverd and 9 residents.

PUBLIC HEARING ON LOCAL LAW 1 OF 2005-Amendments to definitions and regulations governing accessory  
buildings, structures, sheds and detached garages within the "A", "B", and "C" zoning districts of the village

The Clerk read the proposed Local Law 1 of 2005, discussion followed after which grammatical corrections were  
made and the floor was opened to public comment.

Resident—Page 1 of 2.1 the definition needs to be corrected.

Resident—although the Board did a wonderful job on this proposed law it doesn't address materials to be used in  
construction.

Resident—what is the difference between a shed and a structure? Ans. height and square footage.

Resident—does this apply to new buildings only? Ans. Yes.

A motion to close the public hearing was made by C. Castillo.

#### BUSINESS MEETING

The Mayor requested approval of the following appointments; Ron LaVita as Associate Justice and Peter Sverd as Village Prosecutor. Approval was granted on a motion by C. Vitkun, seconded by S. Nicoletti, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, Nay 0.

#### OTHER BUSINESS

A call was received from a resident regarding a fallen tree. The tree was removed by Norse Tree Service.

Sand Replenishment—should be completed by the end of June.

Special parking permits have been conflicting. After discussion the Board determined that the form needs to be revised to better cover the requests.

Codification—an appointment will be made with the company for a meeting re; code overhaul.

#### NEW BUSINESS

A motion to adopt Local Law 1 of 2005 Amendment to Local law 17 was made by C. Vitkun, seconded by C. Lane, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

Speed humps—discussion ended with the question of specifications and ability of the village to implement. Further discussion will be done in the future.

Infrastructure Petition—the board was apprised of a petition by some residents re; Belgian block replacement. The board reviewed options and determined that a review of village records was needed to ascertain responsibility of the Belgian blocks. It was mentioned that for certain Campo houses the Belgian block was a contract requirement.

The clerk read to the Board a request by K. Thayer for use of Walnut Park on June 23, 2005. Permission granted on a motion by C. Castillo, seconded by C. Lane, Aye C. Castillo, C. Lane. S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

The clerk read a request from M. Wuertz to use California Park on July 9 th. After discussion re; conditions the request was granted on a motion by C. Castillo, seconded by C. Vitkun, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

The village has ordered computers, however it was not possible to put them on the charge card due to a low credit limit. After discussion a motion to have the credit line increased to 5 thousand was made by C. Castillo, seconded by C. Lane, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

## CORRESPONDENCE

Open space conference Riverhead 6/21.

TVCT letter re; easement.

## PUBLIC COMMENTS

Resident—TVCT has been approached and Peconic Land Trust will make an appointment for a site visit.

Resident—what were the criteria and the number selected for beach guards? Ans. The village received 12 applications and hired five from those applications.

Resident—Port Jefferson will be celebrating their new harbor park on Saturday 6/11/05.

A motion to adjourn at 8:30 P.M. was made by C. Vitkun.

## 05/26/2005 Board of Trustees Mtg.

MINUTES OF THE MAY 26,2005 REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF POQUOTT HELD AT VILLAGE HALL AT 7:00 P.M.

Present Deputy Mayor Carol Castillo, Trustees, Sandra Nicoletti, Christine Vitkun, absent Mayor Barbara Donovan, and Trustee Carol Lane also present Attorney Peter Sverd and 8 residents.

Minutes of the April 15,2005 meeting were accepted as written on a motion by S. Nicoletti, seconded by C. Vitkun, Aye C. Castillo, S. Nicoletti, C. Vitkun Nay 0.

Minutes of the April 28, 2005 meeting were accepted as corrected on a motion by C. Vitkun, seconded by S. Nicoletti, Aye C. Castillo, S. Nicoletti, C. Vitkun, Nay 0.

TREASURERS REPORT (attached)

The Treasurers report was accepted as read on a motion by C. Vitkun, seconded by S. Nicoletti, Aye C. Castillo, S. Nicoletti, C. Vitkun, Nay 0.

#### CAROL CASTILLO- TRUSTEE FOR ROADS, ROAD SIDES& PARKS

WALNUT PARK—a washout needs to be regraded.

ROAD SIDES— spring cleanup now being done.

TRUSTEES PARK—repairs have been done, but more items need to be addressed.

ROADS – potholes have been filled by the town. A second street sweeping will be done soon.

#### COMMENTS

Resident—a dinghy and a sunfish are missing from walnut beach, did the village remove them? Ans. the group that cleaned up Walnut Beach will be questioned as to whereabouts of items.

#### SANDRA NICOLETTI—TRUSTEE FOR PUBLIC SAFETY & VANBRUNT MANOR BEACH

PUBLIC SAFETY—beach guards start this weekend.

COMMENTS (none)

CHRISTINE VITKUN—TRUSTEE FOR FINANCE, VILLAGE HALL & WASTE MANAGEMENT

WEBSITE—General Code has been contacted re; Local Law revamp. They will review village code before pricing the project.

COMMENTS (none)

CAROL LANE – TRUSTEE FOR ENVIRONMENT & SHORE LINES

PEAC—letters have been sent to both conservancy groups for clarification.

L.I. SOUND – next meeting 6/27/05 at 10 A.M. at Port Jefferson

COMMENTS

Resident—is PEAC and the board in agreement re; the green space.—Ans. Yes , in that it should be undisturbed.

PLANNING BOARD

Next meeting June 8,2005

ZONING BOARD OF APPEALS

Next hearing date June 15,2005



## OTHER BUSINESS

Article 78—substitute counsel? After discussion as to who would contact all parties and return of village documents the board on a motion by C. Vitkun, seconded by S. Nicoletti replaced J. Prokop with P.Sverd as attorney of record on the Article 78 litigation. Aye C. Castillo, S. Nicoletti, c. Vitkun, Nay 0.

The board was informed that the Village Prosecutor has not attended the last four court dates. A motion to replace the Village Prosecutor J. Prokop with P. Sverd was made S. Nicoletti, seconded by C. Vitkun, Aye C. Castillo, S. Nicoletti, C. Vitkun, Nay 0.

## NEW BUSINESS

The clerk presented a quote for two new Dell computers for the Village Clerk and the Treasurers office to replace the existing computers that had broken down and deemed to expensive to repair.The quote was for \$864.00 apiece. Approval to purchase was given on a motion by S. Nicoletti, seconded by C. Vitkun, Aye C. Castillo, Nicoletti, C. Vitkun, Nay 0.

## PUBLIC COMMENTS (none)

The meeting adjourned at 8:05 P.M. on a motion by C. Vitkun.

## 05/12/2005 Board of Trustees Mtg

MINUTES OF THE MAY 12,2005 BUSINESS MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF POQUOTT HELD AT VILLAGE HALL AT 7:00 P.M.

Present Mayor Barbara Donovan, Trustee Carol Castillo, Carol Lane, Sandra Nicoletti, Christine Vitkun, also present

Attorney Peter Sverd and 6 residents.

#### OTHER BUSINESS

Cleanup—fourth date is 5/19/05, this event needs to be reviewed for future planning.

Porta-Lav—Need to order one for each park.

California Park—need to order sand for both California Park & Walnut Park, after discussion the sand purchase was authorized.

VanBrunt—a washout has occurred that needs to be attended to. Request R. Parrish investigate.

Speed Humps/table tops—information received from engineer needs to be reviewed and discussed at a later session.

Payroll—the bookkeeping service suggested going to direct deposit for ease and quickness. Discussion.

Public Safety—the Ford was illegally tinkered with re; added electrical components. The result was a melt down of wiring. This will be addressed by the commissioner.

Local Law 17 amendments—discussion on the text.

#### NEW BUSINESS

Appointment to ZBA to replace M. Fry. Mayor Donovan requested that the board authorize Paul Edelson as the replacement. Motion to appoint by C. Lane, seconded by C. Castillo, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun. Nay 0.

Alternates to Planning Board & ZBA—there would appear to be a need for an attendance requirement. A new Local Law needs to be drafted to implement.

Settlement—a meeting with the Three Village conservancy group is scheduled.

Engineers agreement—after a review of the revised agreement the board authorized the mayor to sign on a motion by C. Castillo, seconded by C. Lane, Aye C. Castillo, C. Lane. S. Nicoletti, C. Vitkun. Nay 0.

#### CORRESPONDENCE

Intermunicipal agreements Cornell extension Riverhead.

Womens Luncheon.

Cablevision.

#### RESIDENT COMMENTS

Resident—The LIPA settlement agreement still has some language problems, notably Exhibit B and baseline data.

Resident—Would like to attend the meeting with the conservancy group. Ans. Village Board did not set up this meeting. Any invitation for additional attendees must be requested of the conservancy group.

Resident—Where does the board stand on the settlement agreement? Ans. Still several issues that need to be resolved.

Resident—Any info on pesticide spraying? Ans. no info received by village.

Resident—The garden area at Trustees Park needs the water turned on. Ans. will be turned on soon.

Resident—A new signpost is needed for Maple and New Street. Ans. will be looked into.

The clerk read a request for use of California Park on June 18, Approved on a motion by C. Castillo, seconded by C. Lane, Aye C. Castillo, C. Lane . S. Nicoletti, C. Vitkun, Nay 0.

The meeting adjourned at 8: 55 P.M. on a motion by C. Lane

## 04/28/2005 Board of Trustees Mtg

MINUTES OF THE APRIL 28,2005 MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF POQUOTT  
HELD AT 7:00 P.M. AT VILLAGE HALL.

Present Mayor Barbara Donovan, Trustees, Carol Lane, Sandra Nicoletti, Christine Vitkun, also present Attorney Peter Sverd and 10 residents. Absent trustee Carol Castillo

Minutes of the March 10, 2005 meeting were accepted as corrected on a motion by C. Lane, seconded by C. Vitkun, Aye C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

Minutes of the March 24 ,2005 meeting were accepted as written on a motion by C. Vitkun, seconded by S. Nicoletti, Aye, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

#### TREASURERS REPORT (attached)

The Treasurers report was accepted as given on a motion by C. Vitkun, seconded by S. Nicoletti, Aye C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

#### CAROL CASTILLO—TRUSTEE FOR ROADS,ROAD SIDES & PARKS (report given by mayor)

ROADS— the pothole list was given to the Town for repairs. Work on potholes will commence soon. A second street cleaning will be done by the Town. The Village Engineers have been contacted re; Humps, it may be that funds under the traffic calming grant section of D.O.T. may be available.

SIGNS—the Tinker Bluff sign at the intersection of White Pine Lane & VanBrunt Manor Road is missing.

#### COMMENTS

Resident—the curve on VanBrunt Manor Road was swept well by the Town. However, the macadam roadside curb needs to be repaired.

SANDRA NICOLETTI—TRUSTEE FOR PUBLIC SAFETY & VANBRUNT MANOR BEACH

PUBLIC SAFETY—building permit checks will be done by officers.

VANBRUNT BEACH—cleanup will be done during village cleanup day.

COMMENTS

Resident—calls to Public Safety are not being answered by officers.

CHRISTINE VITKUN—TRUSTEE FOR FINANCE, VILLAGE HALL & WASTE MANAGEMENT

WEBSITE—first quarter minutes will be posted and the building permit application will be updated.

COMMUNITY HEALTH—the Board of Trustees serves as health officers for the village. Residents should be aware of standing water areas and the possibility of mosquitoes.

COMMENTS

Resident—VanBrunt Manor road intersection has a standing water problem created by a blocked drain. Ans. Drains commissioner will be advised.

CAROL LANE – TRUSTEE FOR ENVIRONMENT & SHORE LINES

HARBOR & MOORING—the village will be invited to the pre-opening event of the Port Jefferson harbor park.

COMMENTS— none.

## Permits

Three permits have been reviewed by the Building Inspector- two needed more info and the third has been forwarded to the Village Engineer. Discussion on changing requirements for permits followed. The board agreed to meeting with the Building Inspector on 5/3/05 to hear his views on permit changes.

## OLD BUSINESS

Village cleanup—rescheduled for 4/30.

Archive room—the clerk presented a quote for construction of the room. The board approved construction.

Public Safety hats—the clerk was advised to seek prices for ball caps with silk screening instead of embroidered fronts.

## NEW BUSINESS

Reassessment—several residents have complained that the recent spate of reassessments appear to be out of line. The only recourse for a resident in this matter is to file a grievance with the Town.

## CORRESPONDENCE

Cablevision inquiry—Refer to attorney.

Newsday settlement—the village will hold out for more money.

LIPA- revised settlement has been received. A meeting with all concerned will be set up soon.

Minutes of April 28, 2005 continued.

## PUBLIC COMMENTS

Treasurer —the board needs to approve the budget. A motion to approve the proposed budget for 2005-2006 was made by C. Vitkun, seconded by S. Nicoletti aye C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

Resident—special thanks to the village for the wonderful statement done for Elizabeth Brundage.

Resident—what is being done about the proposed moratorium? Ans. should be the topic of a public hearing to be held on 5/26/05.



The meeting adjourned at 9:40 P.M. on a motion by C. Lane.

## 04/15/2005 Board of Trustees Mtg

MINUTES OF THE PUBLIC HEARING HELD ON APRIL 15, 2005 AT VILLAGE HALL VILAGE OF POQUOTT AT 7:00 P.M.

Present Mayor Barbara Donovan, Trustees Carol Castillo, Carol Lane, Sandra Nicoletti, Christine Vitkun also present Attorney Peter Sverd and 10 residents.

### BUDGET HEARING

The Clerk read the proposed 2005-2006 budget;

Discussion –

Carol Castillo—likes the format as presented.

Carol Lane—satisfied with the numbers.

Sandra Nicoletti—satisfied with the numbers.

Christine Vitkun—the format is easily readable by anyone and the numbers are okay.

### PUBLIC COMMENTS

Treasurer—budget shows a negative due to revenues less than expenses.

Resident—the figures show the drain grant still not expended? Ans. Will be spent in 2005-2006

Resident—we cannot continue to use surplus to balance budget, taxes must go up.

The hearing was closed on a motion by C. Castillo

MINUTES OF THE BUSINESS MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF POQUOTT HELD  
AT 7:30 p.m. AT VILLAGE HALL.

Present Mayor Barbara Donovan, Trustees Carol Castillo, Carol Lane, Sandra Nicoletti, Christine Vitkun, Attorney Peter Sverd and 10 residents.

#### OTHER BUSINESS

Caggiano permit—the status of the permit was reviewed by the Building Inspector- Compliance with the Zoning Code is paramount, not legal as it stands, but applicant is submitting documentation to bring into legal status. After discussion the Building inspector stated that he would give the applicant 30 days to rectify the situation and present a project that matches the plans.

Moratorium—discussion on a six month moratorium on front yard construction to allow the village to correct building code to disallow front yard construction. After discussion the board put off any action until 4/28/05.

Records room—after discussion the board authorized the clerk to obtain quotes for the construction.

Engineer's proposal—still pending rewrite.

Civic Dates—the clerk read a letter from the Poquott Civic Assoc. requesting use of village facilities on specific dates.

A motion to grant permission was made by C. Castillo, seconded by C. Lane- Aye C. Castillo, C. Lane. S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

Cleanup—scheduled for 4/23/05. Brookhaven will be called for equipment and roll-offs will be ordered.

Drains-- the Drains Commissioner stated that he had fielded a complaint re: drain cleaning and had contacted the company to correct the situation.

Code—a code book revision service will visit the village to look at our code book for possible updating.

Permits—two permits under review; both have variance issues and will be going to the ZBA.

## PUBLIC COMMENTS

Resident—sand barrels at Van Brunt & Highview need to be removed.

Resident—a house on Tinker Lane had posts knocked down.

Resident—why in our code is there a difference between Accessory and structure? Ans. Structure is under 150 square feet.

Resident—“treehouse” no permit issued—visibility issue.

Resident—“treehouse” depreciates value of adjacent properties.

Resident— perhaps Code Enforcement should have caught the construction earlier.

Resident—speed limits need to be enforced—Ans. Our Code Enforcement Officers cannot ticket for a moving violation.

Resident—Brookhaven Zoning Code supercedes ours and we should have followed their code. Ans. Attorney will research.

Resident—perhaps the village should look into planning for esthetics when issuing permits.

Resident—the resident that built the “treehouse” complained to the village about park lights.

Resident—are any garden plots available? Ans. Plot users will be polled to see how many are in use.

Resident—is the greenhouse locked. Ans. No

Resident—would the Civic Assoc. be allowed to host a wine tasting in village? Ans. Not if there are any tickets or fees involved.

Resident—speeding white hummer. Ans. C.O.P.E. will be advised.

Minutes of April 15, 2005 continued

Resident—handyman needs work lists.

Resident—P.O.D.s – village needs to regulate these.

Resident—could the village authorize the purchase of lapel pins for volunteers? Ans. Authorized.

The meeting was adjourned at 9:10 P.M. on a motion by C. Vitkun.

## 03/24/2005 Board of Trustees Mtg

MINUTES OF THE MARCH 24, 2005 MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF POQUOTT  
HELD AT 7:00 P.M. AT VILLAGE HALL

Present Mayor Barbara Donovan, Trustees Carol Castillo, Carol Lane, Christine Vitkun, Village Attorney Peter Sverd and 7 residents. Absent Sandra Nicoletti

The minutes of the February 10, 2005 meeting were accepted as written on a motion by C. Castillo, seconded by C. Lane- Aye C. Castillo, C. Lane, , B. Donovan- Nay 0.

The minutes of the February 24, 2005 meeting were accepted as corrected on a motion by C. Castillo, seconded by C. Lane- Aye C. Castillo, C. Lane, , B. Donovan- Nay 0.

The Mayor appointed C. Castillo as interim Deputy Mayor.

The Building Inspector, S. Alessi, distributed communications received from the Village Engineers, Village Attorney and residents regarding the Caggiano building permit for the "tree house" to the board for review. Discussion followed.

TREASURERS REPORT (attached)

After discussion on contingency transfers, the board approved the report as presented on a motion by C. Castillo, seconded by C. Lane.

Carol Castillo Trustee for Roads, Roadsides and Parks

ROADSIDES—the landscape contract has been renewed for the 2005-2006 fiscal year.

ROADS & SIGNS—Pothole listing has been done but requires a map to indicate location of potholes. Replacement stop signs have been installed. The Drains Grants have been extended until 12/2006

#### COMMENTS

Resident—the stop sign at Van Brunt & Shore needs to be replaced. Ans. Will be done.

Resident—a tree at the entrance to California Park was cut back severely. Ans. Asplund Tree Service cut it back while doing work for LIPA.

Resident—can the landscape contractor do some fill work on Van Brunt Manor Road? Ans. This will be discussed with the contractor.

Resident—heard that Verizon will be doing work in the village. Ans. Discussions are being held to ascertain just what Verizon intends to do.

Sandra Nicoletti Trustee for Public Safety & Van Brunt Manor beach (absent)

PUBLIC SAFETY—meeting for March was cancelled. Two new officers have been hired.

#### COMMENTS

Resident—the float on Van Brunt Manor Beach may be moved soon.

Resident—a special thank you to J. Lane for raking Van Brunt Manor Beach.

Carol Lane Trustee for Environment & Shore Lines

HARBOR & MOORING— J. Lane reported that the 3/16/05 public meeting of the Harbor advisory committee was well attended. Discussion was held on new fees for non-Brookhaven residents, exempting organizations. There was also discussion on the shell fish project and non-harvest areas in Port Jefferson Harbor and the effect on Poquott mooring areas. The board after discussion asked that a map of the village mooring area be sent to Brookhaven.

ENVIRONMENT— discussion on cell towers

STORM WATER PHASE II—inter-municipal discussions underway for grant monies.

COMMENTS—none

Christine Vitkun Trustee for Finance, Village Hall & Waste Management

GRANTS—research done on several possible grants, however nothing pertains to the village.

WEBSITE—expansion of the site is only limited by cost. Our forms can be added to the site for resident download.

COMMENTS—none

PLANNING BOARD

The chair will discuss the Tsunis application with the engineer. A response on the Bunici application is required.

ZBA- no comments

## OTHER BUSINESS

The clerk was asked to have notices put in the media for an auction 4/23/05 for the car, dinghy and bicycles.

BUDGET – 2005-2006 discussion and spread sheet up to 2010 reviewed. Infrastructure needs long range planning. The Auditor will charge \$4300.00 for the year end audit. Contract approved on a motion by C. Castillo, seconded by C. Lane- Aye C. Castillo, C. Lane, C. Vitkun, B. Donovan- Nay 0. It was determined that a meeting to finalize the budget would be required before the public hearing. A date of March 31, 2005 was selected and will be made public.

LIPA settlement—discussion.

Minutes of March 24, 2005 continued

Dock Law—retroactive to existing dock owners conformity. Letters to be sent to existing dock owners asking for compliance.

A tickler should be put in the clerks files for notification of dock float removal next fall.

## CORRESPONDENCE

SCVOA annual meeting 5/12/2005



## COMMENTS

Resident—the building Inspector was discussing structures, perhaps these should be addressed by the board.

Resident—attended the budget discussions and the future planning is refreshing.

Resident—perhaps our Emergency Preparedness project qualifies for the Project Recognition Award.

The meeting was adjourned at 9:25 P.M. on a motion by C. Lane.

## 03/10/2005 Board of Trustees Mtg

MINUTES OF THE MARCH 10,2005 MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF PQUOTT  
HELD AT VILLAGE HALL AT 7:00 P.M.

Present Mayor Barbara Donovan, Trustees Carol Castillo, Sandra Nicoletti, Christine Vitkun, Village Attorney Peter Sverd and 4 residents.

The Clerk read the resignation letter of Trustee Stephen Matthews effective the 21 st of February 2005.

The Mayor requested that the Board approve two appointments, Carol Lane as Trustee to complete the term of S. Matthews and Henry Ryon as Planning Board Member to complete the term of C. Lane. A motion to approve was made by C. Castillo, seconded by C. Vitkun, Aye – C. Castillo, S. Nicoletti, C. Vitkun.

The Mayor stated that an alternate Planning Board member was needed to fill out the complement of the Planning

Board and that she will interview several candidates.

## BUDGET

The Treasurer reviewed the 9 months income and expenses. After discussion the board determined that changes should be made to the proposed budget before the hearing date.

A7110.4 decrease \$5000.00 to \$10,000.00

A3310.2 set at \$1500.00

A3310.4 set at \$1500.00

## OTHER BUSINESS

The Clerk requested that the Board approve the contract with Big Yank Cleaning Service for cleaning Village Hall. After discussion a motion to accept the amended contract was made by C. Vitkun, seconded by S. Nicoletti- Aye C. Castillo, S. Nicoletti, C. Vitkun, B. Donovan.

The Village of Port Jefferson will lend us their “Smart Sign” after it has been repaired.

Engineers contract for \$69,000.00 for Multi Modal Project discussed. Village Attorney will review and report back to the Mayor.

Traffic Calming Device— C. Lane stated that a traffic calming device ie; an 8 foot wide hump in the street across the

entire roadway was being utilized by some municipalities instead of “speed bumps”.

Mayor Donovan stated that she had gotten a phone call from a resident concerning traffic safety. It appears that when a pedestrian is walking on a street cars pull wide to avoid the pedestrian and pose a threat to oncoming cars.

## PERMITS

The clerk informed the board that two permits were recently reviewed and one was denied for front yard setback. The applicant will ask for a variance.

## CORRESPONDENCE

ICC Seminar—refer to Building Inspector.

ICC Code—give to Building Inspector.

Suffolk County Planning Dept.

Earth Day—request for volunteers.

SCOVA—Executive dinner March 29 th.

## PUBLIC COMMENTS

Resident- The Port Jefferson Harbor Complex Committee open meeting is scheduled for March 16 7 P.M. at Belle Terre

Resident—A recent newspaper article stated that there are several restricted shell fishing areas, however no one knows where they are.

Resident—why doesn't the budget have a separate listing for beach guards? Answer—Workmans Comp. charges twice the rate for beach guards as they do for Code Enforcement. Therefore the beach guards are classified under Code Enforcement to decrease the premium.

The meeting adjourned at 9:05 P.M. on a motion by S. Nicoletti

## 02/24/2005 Board of Trustees Mtg

MINUTES OF THE FEBRUARY 24, 2005 MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF POQUOTT HELD AT VILLAGE HALL AT 7:00 P.M.

Present Mayor Barbara Donovan, Trustees Carol Castillo, Sandra Nicoletti, Christine Vitkun also present Village Attorney Peter Sverd and 4 residents.

Minutes of the January 13, 2005 meeting were approved as corrected on a motion by C. Castillo, seconded by C. Vitkun- Aye C. Castillo, S. Nicoletti, C. Vitkun, B. Donovan Nay 0.

Minutes of the January 27,2005 meeting were approved as corrected on a motion by C. Vitkun, seconded by C. Castillo, Aye C. Castillo, S. Nicoletti, C. Vitkun, B. Donovan Nay 0.

Treasurers report

The Treasurers report was accepted as given on a motion by C. Castillo, seconded by C. Vitkun, Aye C. Castillo, S. Nicoletti, C. Vitkun, B. Donovan Nay 0.

Discussion;

Category A1325.1 is over budget due to unemployment benefits being paid to the former Treasurer.

Category A3120.4 is over budget due to the payoff of the new vehicle after it was learned that the financing was invalid.

#### REPORTS OF OFFICERS, COMMISSIONERS AND COMMITTEES

Stephen Matthews- Trustee for Environment & Shore Lines (reported by B. Donovan)

PEAC--- LIPA/Keyspan has responded to the changes requested by the board and that response is being reviewed.

DRAINS--- a meeting is scheduled for 3/1/05 with the engineers to review D.E.C. response.

HARBOR & MOORINGS--- a meeting was held on 2/08/05, the Town of Brookhaven has rejected the proposal that they own the moorings to be rented by boat owners. The reorganization of the Marine Dept. is at a standstill. A public meeting has been scheduled for March 16, 2005 at 7:00 p.m.

## COMMENTS

Resident—the engineers discussions are in regard to the Washington Street drainage; what about the Van Brunt Drainage? Answer—Van Brunt Drainage is ready for bidding and should be done in the spring.

Carol Castillo—Trustee for Roads, Roadsides & Parks

ROADS--- the Town of Brookhaven has done an excellent job of snow plowing.

COMMENTS--- none

Sandra Nicoletti--- Trustee for Public Safety & Van Brunt Manor Beach

PUBLIC SAFETY--- new radios still being researched, discussion on purchase of “Smart sign” .

VANBRUNT MANOR BEACH—float still on the beach.

COMMENTS—none

Christine Vitkun--- Trustee for Finance & Village Hall

WEBSITE— fourth quarter minutes have been posted to the website.

COMMENTS—none

#### PLANNING BOARD

The Planning Board reviewed two dock applications;

Bunici—application was deemed incomplete

Tsunis--- after review it was agreed that a variance would be required. The Board will schedule a public hearing on the application.

Passeretti—it was determined that the Board could not assist in the application process and the applicant was informed that they should seek professional assistance.

The Planning Board is currently discussing a change of future meeting nights. A notice will be published when the change in nights is agreed upon.

OTHER BUSINESS

POD—discussion on regulation of POD units, a local law may be necessary.

Attendance at Planning Board and Zoning Board of Appeals needs to be addressed. After discussion the board determined that a local law would be needed.

Budget review- anticipated revenue

Garbage \$95,500.00

Tax Penalty \$1500.00

MINUTES OF FEBRUARY 24, 2005 CONTINUED

Franchise Fee \$10,700.00

Interest \$4000.00

Permits \$4500.00

Moorings \$350.00

Parking \$500.00

C of O \$500.00



Fines \$3000.00

Revenue Sharing \$1620.00

Mortgage tax \$60,000.00

Star \$50.00

CHIPS \$11,500.00

The Mayor requested approval from the board to name Janet Kagel Community Health commissioner. A motion to approve was made by C. Vitkun seconded by C. Castillo Aye C. Castillo, S. Nicoletti, C. Vitkun Nay 0.

The meeting adjourned at 8:15 P.M. on a motion by C. Vitkun

## 02/10/2005 Board of Trustees Mtg

MINUTES OF THE FEBRUARY 10,2005 MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF POQUOTT HELD AT VILLAGE HALL AT 7:00 P.M.

Present Mayor Barbara Donovan, Trustees Carol Castillo, Sandra Nicoletti, Christine Vitkun, absent Trustee Stephen Matthews, also present Village Attorney Peter Sverd and 5 residents.

Treasurer J. Lane outlined the chronological order of the budget preparation;

2/8/05 first request for budget numbers of all depts.

3/1/05 review of revenue and expenses

3/20/05 tentative budget filed with the clerk

3/31/05 clerk presents tentative budget to the board.

4/15/05 budget hearing

5/1/05 budget approval.

The board discussed the Public Safety Dept. as to hours and expense of a smart sign.

#### BUDGET DISCUSSION

##### Expenses

A3120.1 Public Safety salary-----Increase \$200.00 to \$41,000.00

A1110.4 Justice Court-----Increase \$3150.00 to \$8500.00

A1325.4 Treasurer-----decrease \$3700.00 to \$6300.00

A1410.1 Clerk----- Increase \$2000.00 to \$28000.00

A1410.2 Clerk-----Increase \$500.00 to \$1200.00

A1420.4 Law –Contractual-----Decrease \$3000.00 to \$12000.00

A1620.2 Village Hall-----decrease \$3000.00 to \$2000.00

A3620.4 Safety Inspection----- Increase \$2000.00 to \$12,000.00

A7111.2 Trustees Park-----increase \$500.00 to \$500.00

A7111.4 Trustees Park-----decrease \$500.00 to \$4500.00

A7112.2 Walnut Park-----increase \$250.00 to \$750.00

A8160.4 Refuse Collection----- new amount \$95,500.00

A8510.4 Beautification----- increase \$2500.00 to \$20,000.00

A8540.2 Drains-----decrease \$8000.00 to \$2000.00

A8540.4 Drains-----increase \$8000.00 to \$18000.00

A1910.4 insurance-----increase \$6500.00 to \$21,500.00

The Board discussed the addition of two new categories for A) Public Relation \$1600.00 for all publications and B) Public Works \$3000.00 for handy man. Category numbers will be needed for both items.

#### Revenue

A3005 Mortgage Tax----- \$60,000.00 proposed income.

## OLD BUSINESS

LIPA- letters were forwarded to both LIPA and Keyspan CEO's .

Duck Hunting—discussion ongoing with D.E.C. local legislators and S.C.P.D. re; village local laws and boundaries.

Drains- the Village Engineer will soon present a comprehensive plan for the Washington Street drains and the erosion problem at California Park.

## NEW BUSINESS

A roll off waste bin blocked traffic on White Pine Lane recently. Discussion followed.

The board discussed the possibility of purchasing either pins or pens to give to volunteers for their service.

## CORRESPONDENCE

North Shore Heritage hearing.

## COMMENTS

None

The meeting adjourned at 9:25 P.M. on a motion by C. Castillo.

## 01/27/2005 Board of Trustees Mtg

MINUTES OF THE JANUARY 27,2005 MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF POQUOTT HELD AT 7:00 P.M. AT VILLAGE HALL.

Present Mayor Barbara Donovan, Trustees Carol Castillo, Sandra Nicoletti, Christine Vitkun, absent Trustee Stephen Matthews, also present Village Attorney Peter Sverd and 7 residents.

The minutes of the December 16,2004 meeting were accepted as corrected on a motion by C. Vitkun, seconded by C. Castillo, Aye C. Castillo, S. Nicoletti, C. Vitkun, B. Donovan , Nay 0.

Treasurers Report (copy attached)

The Treasurers report was accepted as read on a motion by C. Castillo, seconded by C. Vitkun, Aye C. Castillo, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

After discussion it was determined that a transfer from contingency to A3120.4 for \$14,000.00 was needed, a motion to transfer the funds was made by C. Vitkun, seconded by C. Castillo, Aye C. Castillo, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

### REPORTS OF OFFICERS, COMMISSIONERS AND COMMITTEES

Stephen Matthews, Trustee for Environment & Shore Lines (reported by B. Donovan)

DRAINS—meetings are ongoing with engineers and marine science group on a comprehensive plan for drains on Washington Street. The drains for the Van Brunt triangle should be installed in the spring.

LI SOUND WATERBOURNE—the Broadwater project has been in the forefront for everyone. The consensus is against the LPG platform project. Future discussions will be monitored by the village.

HARBOR & MOORINGS— J. Lane reported that he had attended the last meeting of the committee ( 1/11/2005). The reorganization of the Harbor Masters office is ongoing . The sailing school is looking for a new location in the harbor.

COMMENTS – none

Carol Castillo, Trustee for Roads, Roadsides & Parks

ROADS—nothing new

ROADSIDES—nothing new

COMMENTS

Resident—the fence on Van Brunt was repaired by local residents.

Sandra Nicoletti, Trustee for Public Safety & Van Brunt Manor Beach

PUBLIC SAFETY—after discussions with SCPD-COPE it was determined that we would get some coverage by COPE units to assist in traffic violations. It is also a possibility we will be able to borrow a SMART unit (speed monitor information sign) to install on Washington Street to advise drivers of their speeds.

EMERGENCY PREPAREDNESS—fire hydrants throughout the village need to be dug out when it snows. Residents

adjacent to hydrants are responsible for digging them out for fire safety issues. The hydrants need red metal flags installed to designate them easily in case of being buried in snow.

VANBRUNT BEACH—a float has washed up on the beach.

COMMENTS-none

Christine Vitkun, Trustee for Finance & Village Hall

WEBSITE—the corrections on the building permit application on the website are still in the works.

GRANTS—a grant for planning funding for the Storm Water Phase II is being prepared.

COMMENTS-

1) Resident—can other permits be added to the website for download? Ans. Yes.

PLANNING BOARD---The Planning Board met on January 18 to discuss the Tsunis dock application; additional information was requested of the applicant.

PERMITS --- a question was raised on P.O.D. units and their place in the building code.

OTHER BUSINESS

Injury Claim—in the hands of the insurance company.

Resident or Landlord—only residents qualify for village services re; moorings & parking stickers.

D.E.C.—the clerk was asked to contact D.E.C. for a report on the Tinker Bluff infractions.

Covenants & Restrictions—the village attorney will review for our legal position and enforcement.

Handy man—hiring has been done.

LIPA—changes still being made to settlement agreement. A copy of the changes will be sent with a cover letter to the LIPA and Keyspan chairs.

#### NEW BUSINESS

Abandoned articles- The dinghy and bikes will be auctioned off on April 23,2005.

#### CORRESPONDENCE

Letter on vector control (spraying) – give to J. Kagel

Package on grant for Storm Water Planning Grant—give to C. Voorhis.

State Comptroller letter re; revoking surcharge fees.

NYCOM meeting info on Albany meeting.

Letter on mandated services- give to L. Mitchell.

Letter on Cablevision breakfast—Deputy Clerk to attend.

Notice of public hearing 2/8/05 North Shore Heritage Committee.



## PUBLIC COMMENTS

Resident—the Village Roster is outdated—Ans.-New roster is in the process of being completed.

Resident—the building renovation project is not in the budget—Ans.-a new category will be added.

A motion to adjourn to executive session to discuss a salary increase for an employee was made by S. Nicoletti.

## EXECUTIVE SESSION MINUTES

The board discussed an increase for officer Mark Viseckas of \$.50 per hour. After discussion the increase was approved. Session adjourned on a motion by C. Vitkun.

A motion to increase the salary of Mark Viseckas by \$.50 per hour effective 1/31/2005 was made by S. Nicoletti, seconded by C. Castillo, Aye C. Castillo, S. Nicoletti, C. Vitkun, B. Donovan, nay 0.

The meeting adjourned at 9:20 P.M. on a motion by C. Vitkun.

## 01/13/2005 Board of Trustees Mtg

MINUTES OF THE JANUARY 13,2005 MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF POQUOTT HELD AT VILLAGE HALL AT 7:00 P.M.

Present Mayor Barbara Donovan, Trustees Carol Castillo, Sandra Nicoletti, Christine Vitkun, absent Trustee Stephen Matthews, Also present six residents.

The Mayor proposed that the Village hire the firm of Sarisohn, Sarisohn, Carner, LeBow, Braun and Shiebler as Village Attorneys. A motion to hire was made by C. Castillo, seconded by S. Nicoletti, Aye C. Castillo, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

#### BUDGET DISCUSSION

Handyman—Recommendation by L. Mitchell, hourly basis, all work by work order coordinated through Village Clerks office.

Public Safety—a) Need maintenance schedule dollar amount for budget.

b) Need maintenance costs for 2004-2005 dollars for budget.

c) Need extraordinary cost dollars amount.

3) Drains—discussion on cost and schedules.

#### OTHER BUSINESS

LIPA Settlement—discussion on terms of settlement and options open to the Board. After discussion the Board determined that it was out of options and needed to amend the agreement for presentation back to LIPA/Keyspan. Another meeting was scheduled for 11:00 A.M. on Jan. 17 to amend the agreement. The Board passed a resolution authorizing the Mayor to sign the amended agreement after LIPA/Keyspan makes the changes required by the board on a motion by C. Castillo, seconded by S. Nicoletti , Aye C. Castillo, S. Nicoletti, C. Vitkun. Nay 0.

Storm Water Phase II and the Harbor Erosion Grant—the Mayor recapped the series of meetings between the Marine Sciences group, the Village Engineer and the Environmental Commissioner on the projects. As Storm Water II planning will now have to dovetail into the erosion planning a joint workup by the Village Engineer and Marine Sciences will be done to prepare plans for both projects as one unit.

#### COMMENTS

Resident—several rails were broken on the fencing along VanBrunt Manor Road & Shore Road . Volunteers will utilize the extra rails from the rework of that fencing to repair the damaged rails.

The meeting adjourned at 9:05 P.M. on a motion by C. Castillo.