

## 12/28/2006 Board of Trustees Mtg

MINUTES OF THE DECEMBER 28, 2006 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, absent trustee Christine Vitkun, also present Village Attorney Peter Sverd.

The Board entered into executive session to discuss the pending Article 78 litigation on a motion by C. Castillo.

Executive session adjourned on a motion by C. Castillo,

The meeting reconvened.

Due to a conflict of interest the firm of Miranda & Sokoloff ,LLP cannot represent the village in the Article 78. After discussion on the two attorneys suggested to represent the village it was determined to hire the firm of Fisher Egan & Golden, LLP represented by Brian Egan to represent the village in the Article 78 proceeding. The hiring was made on a motion by C. Lane, seconded by C. Castillo, Aye C. Castillo, C, Lane, S. Nicoletti, B. Donovan, Nay 0.

The meeting adjourned at 7:40 P.M. on a motion by C. Castillo.

## 12/14/2006 Board of Trustees Mtg.

MINUTES OF THE DECEMBER 14, 2006 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, Trustees Carol Castillo, Carol Lane, Sandra Nicoletti, Christine Vitkun; also present Village Attorney Peter Sverd and 3 residents.

The appointment of a new Registrar of Vital Statistics is still pending. Two prospects are being contacted for the position.

A new position of Marriage Officer can be created for the purpose of performing marriages in the Village to augment the Mayor's ability to perform marriages. The Mayor stated that it could be a one year term by appointment, discussion followed.

#### NEW BUSINESS

Discussion on bonuses for the Public Safety Officers ended with a decision to allot a bonus of 4 hours pay per officer on a motion by C. Castillo, seconded by C. Vitkun, Aye C. Castillo, C. Lane. S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

League of Women Voters—wants the Village to volunteer to edit the judicial chapter.

VanBrunt Manor Road triangle—runoff channel is clogged up and algae is forming on the surface of the water in the channel.

Storm Water Phase II—third annual report will be posted on the web site.

#### OLD BUSINESS

Broadwater letter—original letters will be prepared and left at Village Hall for the trustees to sign. The Village can also apply to be an intervener in the approval process.

Renovations—plans still not completed.

Center lines/ Stop Lines—all lines requested have been completed. A review will be done to see if any other lines are needed.

Roadside litter—all of Poquott's roads have litter on the roadsides. Residents should be asked to clean-up in front of their property.

Audit report—not in yet (Clerk to call the audit firm).

Permits—two permits for renovations issued. One new permit still awaiting info for engineers and one new permit will be denied and the applicant will request a ZBA hearing.

#### CORRESPONDENCE

ICC- CD received for Building Code review.

Broadwater – CD received for informational review.

North Shore Heritage—their application with the state in process.

Water Borne—High speed ferry possibility?

#### PUBLIC COMMENTS

The “No dog” sign still not installed at VanBrunt. Ans. Clerk will contact handyman.

Hydrant Flags—Clerk cannot locate a provider. Mayor will get info from Fire Dept.

The meeting adjourned at 8:35 P.M. on a motion by C. Vitkun

**12/14/2006 Board of Trustees Mtg.**

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A new position of Marriage Officer can be created for the purpose of performing marriages in the Village to augment the Mayor's ability to perform marriages. The Mayor stated that it could be a one year term by appointment, discussion followed.

#### NEW BUSINESS

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## PUBLIC COMMENTS

The "No dog" sign still not installed at VanBrunt. Ans. Clerk will contact handyman.

Hydrant Flags—Clerk cannot locate a provider. Mayor will get info from Fire Dept.

The meeting adjourned at 8:35 P.M. on a motion by C. Vitkun

## 11/16/2006 Board of Trustees Mtg

MINUTES OF THE NOVEMBER 16, 2006 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 4 residents.

Minutes of the October 12, 2006 meeting were accepted as corrected on a motion by C. Lane, seconded by C. Castillo, Aye-C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan; Nay 0.

Minutes of the October 26, 2006 meeting were accepted as corrected on a motion by S. Nicoletti, seconded by C. Castillo, Aye- C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan; Nay 0.

### PUBLIC HEARING

The Storm Water Phase II third annual report was reviewed by the representative of Nelson Pope & Voorhis, LLC. After the review the floor was opened for comments.

No comments were made from the audience

Motion to close public hearing made by C. Castillo, seconded by C. Vitkun

The Mayor asked for Board approval to appoint Ron Longacre to the Planning Board to serve the balance of George Nichols' term. Motion to approve by C. Castillo, seconded by C. Lane; Aye C. Castillo, C. Lane. S. Nicoletti, C. Vitkun, Nay 0.

The Mayor indicated that the Office of Vital Statistics would be handled by the Clerks Office until an appointment of an individual to the office of Vital Statistics could be made.

#### REPORT OF OFFICERS, COMMISSIONERS AND COMMITTEES

##### TREASURER—

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

Discussion was held on the Public Safety vehicle repair bills.

##### CAROL CASTILLO —Trustee for Roads, Roadsides and Parks

PARKS—all parks are fine, fall cleanup by the landscaper is due.

Comments—none

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

WEBSITE—the website server has indicated that pop up blockers must be done item by item not as a group. The Village Historian needs to get up on the website to provide information to the residents.

Comments—none

##### CAROL LANE – Trustee for Environment and Shore Lines

DRAINS—Leaves are clogging drains. Residents should be asked to clean the drains in front of their homes. The Clerk was asked to obtain fire hydrant flags for installation on all village fire hydrants. The Board discussed the runoff problem on New Street. After discussion the Clerk was asked to have the Building Inspector check # 18 Walnut Ave. for erosion due to the property clearing done there.

ENVIRONMENT—Earth Day should be a village effort with signage and promotion of the cleanup.

STEVE'S PATH— discussion on the erosion problem ended with no agreement as to cause.

HARBOR & MOORINGS— J. Lane reported on the Coastal Stewardship information circulating to the villages.

BROADWATER—the draft of the Village opposition was approved for sending to all parties concerned.

Comments—none

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

PUBLIC SAFETY—residents need to post their property for duck hunting season to keep hunters off their property.

SCPD Cope unit will do traffic stops in the Village. Officers are still in the process of obtaining information on the landscapers doing business in the Village.

EMERGENCY PREPAREDNESS—a table top exercise will be scheduled for January 2007.

SPECIAL PARKING—parking rules will be suspended for the Thanksgiving weekend and for the period from 12/24/06 to 1/02/07.

Comments—none

VILLAGE ATTORNEY- employee discrimination Local Law draft is ready for review and possibly public hearing. The Verizon franchise agreement will be discussed in January.



PEAC—a meeting will be held on 12/1/06 to discuss the monitoring.

PLANNING BOARD—working on accessory apt. laws.

ZBA—at the Nov. 15 session one variance was granted and one variance denied.

BEACH- -the Board held a discussion on the Dept. of Health water quality study. The Mayor will contact the dept. for info.

#### OTHER BUSINESS

DEER—the village newsletter will advise the residents of the possible deer problems they may encounter.

APT. ad—Building Inspector to check? The realtor states that no kitchen exists.

Minutes of November 16 continued

#### CORRESPONDENCE

L.I.Heritage—information from the organization.

Diesel idling laws.

SCVOA- holiday meeting. 12/7/06

Public Comments

Resident – will the Cushman scooter be registered by the village and must our officers need motorcycle licenses?  
Answer—the scooter will be registered and as it will not leave the village a motorcycle license will not be needed.

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

## 10/26/2006 Board of Trustees Mtg

MINUTES OF THE OCTOBER 26, 2006 GENERAL MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF POQUOTT HELD AT 7:00 P.M. AT VILLAGE HALL

Present Deputy Mayor Carol Lane, Trustees Carol Castillo, Sandra Nicoletti, Christine Vitkun, absent Mayor Barbara Donovan, also present 4 residents.

Minutes of the September 14, 2006 meeting were accepted as written on a motion by S. Nicoletti, seconded by C. Vitkun, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, Nay 0.

Minutes of the September 28, 2006 meeting were accepted as corrected on a motion by C. Vitkun, seconded by S. Nicoletti, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, Nay 0.

TREASURERS REPORT (see attached)

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

Discussion on the method to collect unpaid taxes resulted in a decision to have the Clerk speak to the Village

Attorney re: form letter, litigation etc.

Discussion on expense and income numbers resulted in the request for the Clerk to review certain expenses for the engineers firm for correct allocation.

## REPORT OF OFFICERS, COMMISSIONERS AND COMMITTEES

Carol Castillo—Trustee for Roads, Roadsides and Parks

PARKS—all parks have been reviewed for potential fall cleanup needs. Trustees Park Commissioner will hold discussions with the landscaper for work to be done in the park.

ROADS—a letter has been sent to the Town of Brookhaven re: striping and stop lines. The top of Washington Street needs attention re: the drainage problems and Van Brunt Manor Road at Sharon Ave. May need some asphalt curbing to control erosion.

## COMMENTS

Resident—the handy man should be instructed to remove the “no dogs” signs from Trustees Park

Resident—the stop signs at Indian Valley and Singingwood are twisted and need to be straightened out. Also White Pine and Van Brunt stop signs are twisted.

Resident— isn't it about time to fill the sand barrels? Ans. will be on the handy mans list.

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

WEBSITE—a block will be placed on the network to block spam.

COMMENTS –none

Carol Lane—Trustee for Environment and Shore Lines

HARBOR & MOORINGS—J.Lane reported that he attended two meetings of the Harbor Commission. The derelict boats have been removed from Setauket Harbor.

BROADWATER—question of whether or not the Village should take a stand needs to be addressed. It was decided that the Board members would review the draft of the letter prepared by C. Lane.

COMMENTS

Resident—what do residents want to do about Broadwater? Ans. this is an unknown at this time.

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

PUBLIC SAFETY—a resident reported that strangers appeared at their door. Discussion on possible change to Officers uniforms ended with a decision not to change.

EMERGENCY PREPAREDNESS—still waiting for the drill to be scheduled.

VAN BRUNT MANOR BEACH—"no dog "sign installed? J.Lane will check to see if the sign was installed.

COMMENTS—none

PLANNING BOARD -- no meeting held in October

ZONING BOARD OF APPEALS—next meeting date November 15, 2006; two variances approved, one pending review.

PERMITS—none issued since last meeting.

OTHER BUSINESS

Verizon—pending review by Attorney.

The clerk stated that a resident had call re; the fencing at # 6 Washington Street. The clerk will check with the Village Attorney for a receipt for the registered mail notice sent to # 6 Washington.

NEW BUSINESS

Sign ordinance—the Board members were asked to review Local Law #6 re: signage with the possibility of making changes similar to the Brookhaven Code.

Accessory Apts.—discussion—it was determined that the Planning Board would be asked to pursue possible code change language.

CORRESPONDENCE—

None

PUBLIC COMMENTS---

Minutes of October 26, 2006 continued

The meeting adjourned at 8:20 P.M. on a motion by C. Vitkun

## 10/12/2006 Board of Trustees Mtg

OCTOBER 12, 2006 MINUTES OF THE 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, also present Village Attorney Peter Sverd and 3 residents.

The meeting opened with a discussion with Carrie O' Farrell of Nelson Pope & Voorhis regarding the Storm Water Phase II annual report. The clerk was asked to forward several items to C. O'Farrell for the annual report. The report will be prepared and a public hearing held on November 16, 2006 for resident input.

NEW BUSINESS

Verizon—draft of franchise agreement has been reviewed by the Village Attorney. Research into the process indicates that public hearings must be held to assess resident input.

Shared Grant—Mayor Donovan reviewed the GPS & Mapping shared grant proposal with the Board. The village would pay out approx. \$550.00 as its part and the rest would be shared by the Town and the other villages as well as the state. A resolution to authorize the village to enter into a shared grant program with the Town of Brookhaven was made on a motion by C. Lane, seconded by C. Castillo, Aye—C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

Coastal Steward— J. Lane will take this on and attend whatever meetings are necessary.

#### OLD BUSINESS

Municipal Clerks Assoc.—both the clerk and deputy clerk have joined the organization.

Road Striping—letter to Town has been sent re; striping of Washington and VanBrunt Manor road. Also a list of stop line bars needed was sent to the Town.

Long Island North Shore Heritage—organization has determined that not all villages need to sign on to this. They will file with the state.

#### PERMITS

The clerk reported that the building permits pending the ZBA approval have been issued after the variances were approved.

#### CORRESPONDENCE

None

#### PUBLIC COMMENTS

Resident—the “no dogs allowed” signs are still missing from VanBrunt Manor beach .—Ans.handyman will be contacted.

Resident—derelict boats were removed from Setauket Harbor.

Treasurer—can the village authorize the Treasurers membership in the Treasures Assoc. at a cost of \$35.00. Ans. Yes. The clerk will get the check for membership prepared by the Bookkeeper.

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

## 09/28/2006 Board of Trustees Mtg

MINUTES OF THE SEPTEMBER 28,2006 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, absent Trustee Christine



Vitkun, also present Village Attorney Peter Sverd and two residents.

The minutes of the August 10, 2006 meeting were accepted as written on a motion by C. Castillo, seconded by C. Lane, Aye C. Castillo, C. Lane, S. Nicoletti, B. Donovan Nay 0.

The minutes of the August 24, 2006 meeting were accepted as corrected on a motion by C. Castillo, seconded by C. Lane, Aye C. Castillo, C. Lane, S. Nicoletti, B. Donovan, Nay 0.

#### TREASURERS REPORT (see attached)

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

After discussion a motion to transfer \$120,000.00 from the MuniMarket account to the MBIA general account was made by C. Lane, seconded by C. Castillo, Aye. C. Castillo, C. Lane, S. Nicoletti, B. Donovan, Nay 0.

The Board discussed the allocation of the stenographers cost. As there is no Zoning Board of Appeals account it was not determined where the cost would be placed.

#### REPORT OF OFFICERS, COMMISSIONERS AND COMMITTEES

Carol Castillo—Trustee for roads, roadsides and Parks

Trustees Park—the water fountain needs to be repaired.

Roads—a meeting was held with the Roads Commissioner and Deputy Commissioner re; striping and stop lines. A list of stop lines will be given to the town as well as striping work.

Signs—several stop signs were recommended by the engineers office to be removed as they were unnecessary.

#### COMMENTS

Resident—the letter d is missing from the word incorporated on the “no signs”. Ans. the sign company will be contacted to fix the lettering.

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

Report given by B. Donovan

Waste management—the refuse company has picked up garbage on the recycling day. Apparently the town dump doesn't separate recycling from garbage.

COMMENTS—none

Carol Lane—Trustee for Environment & Shore Lines

Drains-- New Street and Birchwood Ave have both been cleaned. Residents should be encouraged to clean off leaves from drains in front of their homes. Landscapers are blowing grass clippings and leaves into the street. A list of landscapers will be made up for a letter to all to stop that practice.

Broadwater—PEAC is against the gas facility and wants the Village to support a protest against the facility.

VanBrunt Manor Road—test borings have been completed.

Harbor and Moorings— J. Lane reported that he took a tour with the Harbor Master around Setauket Harbor and spotted 4 derelict boats that need to be removed.

COMMENTS—none

Sandra Nicoletti—Trustee for public Safety & VanBrunt Manor Park

Public Safety—no new incidents.

COMMENTS—none

#### PLANNING BOARD

The Planning Board would like some direction from the Village Board re; accessory apts. Law. This will have to be discussed at the next business meeting.

#### ZONING BOARD OF APPEALS

The ZBA will meet on October 18 to hear three variances and make a determination on the dock variance previously heard by the ZBA.

#### OTHER BUSINESS

The Dept. of Health is still working on the water analysis for the beach permits.

The Town of Brookhaven needs a resolution authorizing the snow removal contract signing.

RESOLVED that the Village of Poquott hereby authorizes the Mayor to sign a contract with the Town of Brookhaven to remove snow from the streets of the Village of Poquott, Motion by C. Castillo, seconded by C. Lane, Aye C. Castillo, C. Lane, S. Nicoletti, Nay 0.

A complaint to D.E.C. was made regarding construction debris noted on the bluff face.

Village Hall renovation plans are being completed and should be available soon.

#### NEW BUSINESS

The Village has received a cable franchise agreement from Verizon.

Minutes of September 28, 2006 continued

#### CORRESPONDENCE

1) Mental awareness conference November 11- Wang center.

2) NYCOM—breakfast meeting October 16,

#### PUBLIC COMMENTS

None

The Board went to executive session to discuss possible litigation on a motion by C. Castillo.

The meeting adjourned at 8:50 P.M. on a motion by C. Castillo.

## 09/14/2006 Board of Trustees Mtg

MINUTES OF THE SEPTEMBER 14, 2006 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; also present  
Village Attorney Peter Sverd and 5 residents.

The Mayor requested approval of the appointment of Michael Sterlacci to the Zoning Board of Appeals to replace  
Henry Brown. The appointment was approved on a motion by C. Lane, seconded by C. Vitkun Aye- C. Castillo, C.  
Lane, S. Nicoletti, C. Vitkun. Nay 0.

#### NEW BUSINESS

The “No” sign on Van Brunt Manor and Shore is missing the letter d in Incorporated. The supports also need to be repaired.

The erosion problem at the top of Washington Street needs to be addressed with either road work or drains or both.

The Village had a rash of robberies involving several unlocked vehicles in resident driveways. SCPD has investigated and Public Safety has reports on all incidents. Discussion followed re: Public Safety schedules and coverage.

#### OLD BUSINESS

Washington Street survey—still awaiting final from surveyors.

Road Striping/ stop lines—being coordinated with the Town of Brookhaven.

Drains—need to coordinate the times that the drains will be cleaned to eliminate resident problems with road closures.

North Shore Heritage—speaker had to cancel due to family issues. He will be rescheduled.

Village Hall renovations—new plans are in the works for a modified renovation.

#### PERMITS

The Clerk informed the Board of several permits received. 1) Purrone—denied for zoning violation, 2) Esposito—denied for zoning violations. Both will go to the ZBA in October for variance hearings.

#### CORRESPONDENCE

DEC Keyspan permit notification.

#### PUBLIC COMMENTS

Resident—the people that rifled the vehicles did not cut through any yards to escape, therefore they must have had a vehicle. On Labor Day he observed over a dozen kids loitering at the intersection of Silver Beech and Indian Valley.

Resident—the Board should schedule more night hours for a short period.

Resident—garbage cans are being left in the roadway blocking mail boxes and driveways.

Resident—do the neighborly thing and take in your neighbors garbage cans. The beach at Van Brunt Manor Road needs a “no dogs on beach” sign, also the “no swimming” sign should be closer to the road.

Resident—the gate at the tennis court side of Trustees Park appears to be locked in the A.M.

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

## 08/24/2006 Board of Trustees Mtg.

MINUTES OF THE AUGUST 24, 2006 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 4 residents.

The Minutes of the July 5, 2006 Organization Meeting were accepted on a motion by C. Lane, seconded by C. Castillo, Aye B. Donovan, S. Nicoletti, C. Vitkun. C. Lane, C. Castillo; Nay 0.

The Minutes of the July 13, 2006 meeting were accepted as corrected on a motion by C. Castillo, seconded by C. Vitkun, Aye B. Donovan, S. Nicoletti, C. Lane, C. Vitkun, C. Castillo; Nay 0.

The Minutes of the July 27, 2006 meeting were accepted as corrected on a motion by C. Vitkun, seconded by C. Lane, Aye B. Donovan, S. Nicoletti, C. Castillo, C. Vitkun, C. Lane; Nay 0.

### TREASURER'S REPORT

John Lane will look into a possible higher rate of interest from other banks for our Money Market account. The \$4396 in Trustees Park was mostly for repair of the tennis court and should go into the last fiscal year budget. Petty cash for the Court Clerk is down. It should automatically be replenished each month to stay at a \$300 balance. John Lane reported there were no claims on our insurance from May 2005-May 2006.



The Treasurer's Report was approved as given on a motion by S. Nicoletti, seconded by C. Vitkun. Aye B. Donovan, S. Nicoletti, C. Lane, C. Castillo, C. Vitkun; Nay 0.

#### REPORTS OF OFFICERS, COMMISSIONERS AND COMMITTEES

CAROL CASTILLO – Trustee for Roads, Roadsides and Parks

PARKS – Nothing to report

ROADSIDES – Carol will speak to Hank Ryon

ROADS – Lois has the second list of potholes and will be getting in touch with the Town of Brookhaven as soon as she returns. Carol will also ask her to look into center striping for White Pine, Singingwood and Indian Valley. Discussion was held on repaving the section at the top of Washington and repairs to Washington in front of Singingwood. Who is responsible for driveway aprons? Residents. Carol asked Sandy to have Public Safety do a survey of broken Belgian Blocks. Can we put markers in front of the Belgian Blocks to alert snow plows? A reminder will be put in the next newsletter for residents to take care of that themselves.

#### COMMENTS

1) Resident observed that the east side of Singingwood needs tree trimming. Carol will notify the tree service.

CHRISTINE VITKUN – Trustee for Finance, Village Hall and Waste Management

WASTE MANAGEMENT - Some improvement was noticed re: garbage pick-up. However, a resident complained of garbage left on street on Birchwood and in general pick-ups have been very sloppy. We'll keep watching and delay payments to carter if necessary.

WEBSITE – looks good

CAROL LANE – Trustee for Environment and Shore Lines

HARBOR AND MOORINGS – J. Lane reported that the Harbor Management Committee will meet at end of August for first time this summer. He will keep us up-to- date on happenings.

VAN BRUNT MANOR ROAD/TINKER BLUFF GRANTS – a copy of the approval for Nelson, Pope and Voorhis to prepare the annual Stormwater Management Program Report and Municipal Compliance Certification was given to the Attorney for review.

SANDRA NICOLETTI – Trustee for Public Safety and Van Brunt Manor Park

PUBLIC SAFETY - There was slight damage to one of the cars and it will be repaired.

VAN BRUNT MANOR PARK AND BEACH – There is no “No Dogs” sign at Van Brunt. Clerk will notify the handyman to put one up.

SPECIAL PARKING PERMITS – Resident at 22 Maple asked to use California Park on September 23. Permission granted with limited parking space used.

ATTORNEY – property owner re: Weigel subdivision asked the Village to OK the building permit to construct a house before the fire hydrant is placed on Maybeck. The Board is against this and will not issue a permit prior to the installation of the fire hydrant.

Minutes of August 24, 2006 continued

The Village needs to draft a Local Law re: training sessions for the ZBA and Planning Board. Clerk will e-mail NYCOM and find out if they have a draft or model of such law.

PEAC – Meeting on 8/25/06.

PERMITS – Mayor is passing along information to the Planning Board re: fees for grading varieties. Are there requirements for grading property alone? Attorney will investigate.

ZBA – Executive session called to discuss potential litigation.

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

## 08/10/2006 Board of Trustees Mtg

MINUTES OF THE AUGUST 10, 2006 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; also present Village Attorney Peter Sverd and 4 residents.

The Mayor requested approval of an appointment of Paul Edelson to the Zoning Board of Appeals for a five year term. Motion to appoint was made by C. Castillo, seconded by C. Lane, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, Nay 0.

### NEW BUSINESS

North Shore Heritage—speaker requests time to update the Board on the organization. Schedule for 9/14 meeting.

Beach—update letter for residents to be distributed. Costs for lifeguards obtained from Port Jeff Village. The requirements for lifeguards are 2 on duty at all times and the lifeguards need relief every half hour, so three are needed to man each beach. Approx. \$78,000.00 cost to man two beaches. The bathrooms would be approx. \$55,000.00 each to construct. Discussion followed.

## OLD BUSINESS

Fencing—after discussion the Board authorized the Clerk to hire a fence company to remove the fence.

Permit for 19 Birchwood Ave.—permit issued.

Historian—need to get onto website.

Street lights—need to contact LIPA for installation costs.

ZBA—Mayor Donovan stated that the Village of Port Jefferson charges the applicant for the steno at a ZBA hearing. She will obtain the language of their law for our review.

ATTORNEY—the attorney indicated that the tape recorder utilized by the clerk was insufficient for clarity of recording. The Board after discussion authorized the Clerk to purchase a better tape recorder.

PEAC—after discussion the Board authorized K. Matthews to send a letter to LIPA/Keyspan indicating the village choice for the monitor firm. Motion to authorize was made by C. Castillo, seconded by C. Lane, Aye C. Castillo, C.

Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0. Discussion followed re; the recording of the conservation agreement. It was determined that PEAC should contact LIPA/Keyspan to ascertain the status of the conservation issue.

#### PUBLIC COMMENTS

Resident - The garbage company needs to be taken to task to stick to the letter of the contract.

Resident – “No Swimming” sign on Van Brunt Manor Beach is fastened to the boat rack. Ans. remove the sign and bring to Village Hall.

Resident—roster of village officials needs to have 2006-2007 header.

Resident—mirror is missing from the Van Brunt Manor curve.

Resident—the hydrant at the end of Van Brunt has insufficient water pressure.

Resident—does the swimming pool at the house for sale on Tinker Bluff Court have sufficient setbacks? Ans. yes.

The meeting adjourned at 8:50 P.M. on a motion by C. Vitkun.

## 07/27/2006 Board of Trustees Mtg

MINUTES OF THE JULY 27, 2006 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 Village Attorney Peter Sverd and 7 residents.

The Minutes of the June 8, 2006 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.

The Minutes of the June 22, 2006 meeting were accepted as corrected on a motion by C. Vitkun, seconded by C. Lane, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

#### TREASURERS REPORT

Discussion on the J. Troffa Mason Supply payment and the tennis court repair at Trustee's Park ended with the conclusion that both should have been charged to 2005-2006 fiscal year.

Discussion on transfer of Money Market funds to higher paying MBIA Class or a Certificate of Deposit at the bank.

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

#### NEW BUSINESS

Letter re; Bacteria Count—

Question--Channel 12 News states that beach is open, Ans. S.C. Dept. of Health states that water is still not okay for swimming. New signage states "No Swimming Allowed"; the Dept. of Health will not let the Village operate a public beach without permits.

Question—can the Village test the water with an independent testing company? Ans. water testing means nothing if the Village is prevented from operating a beach due to lack of permits.

The question of whether or not the Village can apply for a permit would require information as to the cost of sanitary facilities and lifeguard costs. When the Village has this information, a public hearing can be held to get villagers input as it would probably mean an increase in taxes to all residents. Obtaining a permit would still put the Village in a position where the beaches may be closed for several periods due to bacteria counts.

Dogs on Beach—

The Village has installed signage on all beaches indicating that no dogs are allowed on the beach unless transported to a boat. Dogs are still allowed in the parks, but the owners must carry plastic baggies to clean up after their dog.

#### REPORTS OF OFFICERS, COMMISSIONERS AND COMMITTEES

CAROL CASTILLO—Trustee for Roads, Roadsides and Parks

PARKS---1) California—the Rose of Sharon bushes may need to be trimmed as they are falling over. The landscaper will be contacted to look at the bushes.

2) Trustees—the tennis court has been patched and now needs to be repainted.

ROADS---The recent pothole patching needs to be reviewed to make sure that all were filled and that any new potholes are located for filling at a later date by the town. The road striping issue will be discussed with the Town.

COMMENTS—none

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

WASTE MANAGEMENT--The Park cans need to be emptied every time the contractor is in the Village.

WEBSITE---Minutes have been updated.

#### COMMENTS

Resident—the Village should try to acquire the E-Mail addresses of all the villagers. Ans. must be a voluntary move by residents to furnish E-Mail addresses.

CAROL LANE - Trustee for Environment and Shore Lines

HARBOR & MOORINGS— John Lane advised the Board of a recent legal notice regarding changes in the manner that LIPA would be discharging waste water from the plant into the harbor.

COMMENTS-none

SANDRA NICOLETTI – Trustee for Public Safety & Van Brunt Manor Park

PUBLIC SAFETY— no information on utilizing the Setauket F. D. dispatcher as yet. New mobile phone is in operation.

EMERGENCY PREPAREDNESS—the plan for the drill draft will be placed on the website.

SPECIAL PARKING—a request for use of California Park for a function on September 10, 2006 was presented for approval. Approved by the Board with a proviso of a maximum of ten cars in the parking lot.

COMMENTS—none



## VILLAGE ATTORNEY

The Court Clerk has indicated that cash is required on court nights to make change. The Court Clerk should be advised to utilize the petty cash box already authorized for the Court.

## MINUTES OF JULY 27, 2006 continued

PLANNING BOARD—to eliminate any problems regarding the agenda the clerk will post via E- Mail the tentative agenda a week before the Planning Board meeting.

ZONING BOARD OF APPEALS— next hearing date is August 16, 2006.

## OTHER BUSINESS

75 th Anniversary—tent ordered.

Employment—harassment policy to be reviewed by all Board members.

The Mayor asked for approval to appoint Michael Sterlacci as an alternate member of the Zoning Board of Appeals. Motion to approve was made by C. Castillo, seconded by C. Lane, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, Nay 0.

## CORRESPONDENCE

SCVOA outing to Fire Island 8/ 23/2006.

## PUBLIC COMMENTS

Resident—the Village should test regularly for water quality.

Resident—has the Village determined who will be the monitoring firm for the LIPA plant? Ans. selection of monitoring firm needs to be worked on with PEAC.

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

## 07/13/2006 Board of Trustees Mtg

MINUTES OF THE JULY 13, 2006 BUSINESS MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF  
POQUOTT

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

## OTHER BUSINESS

75 th anniversary—discussion on renting a tent or hiring a DJ—

Public Safety—digital monitoring security cameras will cost \$189 for the first unit and \$100 per unit thereafter. The new telephone system has been ordered from Verizon and the switch will be made from Nextel soon. The Clerk's office will issue parking passes for visitors/events. Evaluations must be done on all officers.

6 Washington—a draft letter will be composed and sent for review to the Board before final letter is sent to resident.

"No Sign"—handyman will fix as soon as possible.

Silver Beech sinkhole—Keyspan has done work and temp patch has sunk. Clerk will contact Keyspan.

## NEW BUSINESS

Drains—after discussion on the price quotes received by the Commissioner, the Board chose RGM as contractor.

Village Hall – only one bid received so far; two more on the way.

Accessory Apts.—discussion.

LIPA/Keyspan—extend lighting to Silver Beech.

Harassment Procedure—discussion on enactment of resolution.

#### PERMITS

18 Maple Ave. still pending, 6 Singingwood Lane needs variance, Maybeck Dr. at Engineers for review, 19 Birchwood Ave. under review.

#### PUBLIC COMMENTS

Resident—Why must the Village do evaluations of Public Safety Officers? Ans. need it for auditors.

Resident--Insurance costs are less than anticipated meaning that a surplus in the category may be moved later.

Resident—any letters to residents posted on personal property or bulletin boards should be signed.

Resident—a rake was stolen from Van Brunt Manor Beach.

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

## 07/05/2006 Board of Trustees Mtg

MINUTES OF THE JULY 5, 2006 ORGANIZATION MEETING 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, and 4 residents.

The Clerk swore in Mayor Barbara Donovan and Trustees Sandra Nicoletti and Christine Vitkun.

The Mayor made the following appointments;

Deputy Mayor— Carol Lane Deputy Clerk—Jean Menninger

Vital Statistics—Vivian Aronson Clerk—Joseph Newfield

Planning Chair—Roger Flood ZBA Chair—Rob Clark

Village Prosecutor—Peter Sverd Information Officer—Kathleen Matthews

Treasurer— John Lane Associate Justice—Ron LaVita

Zoning Board of Appeals—Paul Edelson term 2006-2011

Planning Board – Ted Masters term 2006-2013

Planning Board—Mark Wiggins term to expire 2007

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:

C. Lane—Trustee for Environment & Shore Lines

C. Castillo—Trustee for Roads, California Park and Trustees Park

S. Nicoletti—Trustee for Public Safety & Van Brunt Manor Beach

C. Vitkun—Trustee for Finance, Village Hall, Village Codes & Website

The Mayor made the following Commissioner appointments:

Environment—Richard Parrish Waste Management—Linda Newfield

Harbor & Moorings— John Lane L.I. Sound Waterborne—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

Health—Janet Kagel Trustees Park—Ted Masters

The Mayor's Commissioner appointments were approved on a motion by C. Vitkun, seconded by C. Castillo, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun. Nay 0.

## RESOLUTIONS

BONDING—RESOLVED by the Board of Trustee of the Village of Poquott that the cost of the bonding requirement 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 the Fourth Thursday of the month is a legal holiday, the meeting for that month shall be on the following Thursday; except for the month of November, 2006, at which time the regular meeting shall be held on the Second Thursday of this month; 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 twenty-four hours notice to and in the 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 2007 Organization Meeting of the Village of Poquott shall be held on July 2, 2007 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 contain not more than \$300.00 at all times in small bills to accommodate resident needs.

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 and to notify of inability to attend a meeting.

Minutes of July 5, 2006 continued

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 2006-2007.

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; that they be reimbursed for part or all of their reasonable expenses incurred which shall be intended to be limited to a 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 or E-mail 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 twenty-four 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 forth-eight hours prior written notice may, at the discretion of the Board, be placed on the next meeting's 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 is open to all villagers individually and to all villagers with non-resident guests numbering more than ten (10), and that villagers wishing to make use of these areas for picnicking, gathering or meeting are hereby required to seek a permit for each event or activity including guests numbering more than ten (10). They are also required to secure and produce for review before the date of the event evidence of personal insurance protecting themselves, their guests 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 seven (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.

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:

Minutes of July 5, 2006 continued

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 upon 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 recommendations 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 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, the area known as Steve's Path on Tinker Bluff Court is 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. Lane, 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 – Miranda Sokoloff Sambursky Slone Verveniotis, LLP

Village Engineers – Nelson Pope & Voorhis, LLP

Village Bookkeeper – Small Business Management Solutions

Cleaning Service – Big Yank Cleaning Services

Lawn Services – J & L Sprinklers

All hires were approved 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 July 5, 2006 continued

#### OTHER BUSINESS

Potholes – The Town of Brookhaven has completed their repair of Village potholes. A Public Safety officer will check the roads to see that all potholes were repaired satisfactorily and that there are no new ones.

Signage – The “No Dogs” signs have been ordered and will be put up by the Village handyman as soon as possible.

Pamphlets – Discussion on distribution of Emergency Preparedness pamphlets.

The meeting adjourned at 8:20 P.M. on a motion by C. Castillo

## 06/22/2006 Board of Trustees Mtg

MINUTES OF THE JUNE 22,2006 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 4 residents.

The Minutes of the May 11, 2006 meeting were approved as written a motion by C. Vitkun, seconded by C. Lane, Aye  
C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

The minutes of the May 25, 2006 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 ( see attached)

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

REPORTS OF OFFICERS, COMMISSIONERS AND COMMITTEES

CAROL CASTILLO—Trustee for Roads, Roadsides and Parks

PARKS & BEACHES—

1) Trustees Park—a review was done with the landscaper on what needs to be done in the park.

2) Walnut Park—the area at the foot of the Jefferson Street stairs needs to be cleaned up.

ROADSIDES— Trimming is needed in several areas.

ROADS—The Town will be contacted again in regard to pothole repairs.

#### COMMENTS

Resident—the Non-Boating lines for California Park have been removed from the brush and will be inspected by Murphy Marine Services before installation.

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

WASTE MANAGEMENT—the waste contractor is not cleaning up after dumping some garbage cans.

WEBSITE—minutes will be posted every month—Storm Water Phase II info is on the website—the contact list and directory will be revised.

#### COMMENTS

Resident—the garbage can by the swing set in Mayors Park is not being emptied.

CAROL LANE —Trustee for Environment & Shore Lines

DRAINS—a meeting will be set up with the engineer and commissioner to discuss the New Street problem.

BROADWATER—the County executive has announced that the L.I.Sound is County controlled and needs County approval for any platform.

NORTH SHORE HERITAGE – the SCVOA meeting was attended by C. Lane.

COMMENTS—none.

SANDRA NICOLETTI—Trustee for Public Safety & VanBrunt Manor Beach

PUBLIC SAFETY—increased coverage appears to have eliminated vandalism. Discussion on utilizing the Setauket Fire Dept. dispatcher for Public Safety calls.

EMERGENCY PREPAREDNESS—NIMS training must be taken by all officers and elected officials.

VANBRUNT BEACH—some dinghies still without stickers.

SPECIAL PERMITS—very busy season for special permits due to High School graduations.

COMMENTS – none.

ATTORNEY'S REPORT

Lien against Village has been cleared up.

PLANNING BOARD—Tsunis dock application still pending.

ZONING BOARD OF APPEALS—hearing on variance held for 13 VanBrunt Manor Road.



BUILDING PERMITS— 18 Maple Ave. still pending.

#### OTHER BUSINESS

The landscaper has been contacted for a dollar quote on the shrubs for 6 Washington Street.

The letter for the owner of 6 Washington Street has been drafted.

The pamphlets for Emergency Preparedness will cost \$8.50 per 50, the commissioner will purchase 500 pamphlets.

#### CORRESPONDENCE

Letter from Three Village Trust

L.I. Guide to Public Officials.

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

## 06/08/2006 Board of Trustees Mtg

MINUTES OF THE JUNE 8, 2006 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, absent Trustee Sandra Nicoletti; also present Village Attorney Peter Sverd and 5 residents.

## OTHER BUSINESS

75 th Anniversary—the Village will piggy back with the Civic Asoc. Fish Fry on Aug. 12.

Public Safety—Nextel/Sprint is dropping too many calls. After discussion the Board determined that the Clerk would contact Verizon for pricing. Due to recent vandalism the hours will be extended into the AM for the weekends.

Discussion on installing lights on Silver Beech Court ended with a decision to relook into pricing.

California Park—sand delivery will be 6/13 or 6/14.

LIPA/Keyspan—original documents need to be signed by all parties.

Roads—several areas have overhanging branches that need to be trimmed.

Stop signs—discussion on placement /removal etc; need the report from Nelson Pope & Voorhis to review what needs to be done.

## NEW BUSINESS

North Shore Heritage—6/14 SCOVA conference.

Village Hall—discussion on bid advertisement.

Tennis Court repair—after discussion it was determined that this would classify as an emergency repair. A motion to

accept the Hawkins and Spence proposal was made by C. Castillo, seconded by C. Lane, Aye C. Castillo, C. Lane, C. Vitkun, B. Donovan, Nay 0.

California Park—No-boating lines need to be pulled out of weeds so that Murphy Marine can install them.

Permits—18 Maple application is still pending.

#### Correspondence

The Clerk read a letter from J. Woreth re; runoff from Maple Ave. discussion followed. Engineers will be asked to review the situation.

The Clerk read a letter from T. Terwilliger re; maintenance of the rose garden in Trustees Park—this will be referred to the commissioner.

The Clerk read a letter from H. McElroy asking permission to do a fire pit pottery class on Walnut Beach. Permission denied as the Village prohibits fires on the beaches.

#### COMMENTS

Resident—what is the status of the payments from grants relating to road repair/drains? Ans. all outstanding repayment requests have been received.

Resident—what is being done about the increase in vandalism? Ans. increased hours for Public Safety with overnights on the weekends.

Resident—when will the potholes on Van Brunt Manor road be filled? Ans. the Village is discussing pothole repairs with the Town.

Resident—what does a resident do if they observe a law being broken? Ans. call Public Safety or 911.

Resident—S.C.P.D. doesn't seem to patrol the Village on a regular basis. Ans. the Village is known as a low crime area therefore S.C.P.D. doesn't bother coming in to patrol. Incidents need to be reported via 911 instead of leaving messages for Public Safety.

Resident-- # 72 Chestnut resident has filed a complaint with the Village re; illegal construction being done at #70 Chestnut. Resident was assured that the Building Inspector would check and that a valid permit is in existence.

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

At 9:00 P.M. a motion to adjourn was made by C. Castillo.

## 05/11/2006 Board of Trustees Mtg

MINUTES OF THE MAY 11, 2006 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 Lane, Sandra Nicoletti; absent Trustees Carol Castillo, Christine Vitku; also present Village Attorney Peter Sverd and 4 residents.

The Mayor requested the appointment of Mark Wiggins to the Planning Board to fill in the term of Rick Vairo expiring in 2007. A motion to appoint was made by C. Lane, seconded by S. Nicoletti; Aye C. Lane, S. Nicoletti.

## OLD BUSINESS

On street parking—Public Safety Officers should use discretion re; tradesman parking in front of residences to perform repairs, etc. at those residences.

75 th Anniversary—suggested that the Anderson brothers be contacted to see if they would plan a function to celebrate the anniversary.

Betschart – changed party date from July 2 to June 11. Change approved by the Board.

Juhasz—party request for July 29. Approved by the Board.

Signs—new “No Dogs on Beach” signage with ref. to Local Law put up at all beaches.

General Code—after discussion the Board agreed to the fine structure suggested by General Code Inc. for the new Village Local Law revamp. A motion to accept was made by C. Lane, seconded by S. Nicoletti, Aye C. Lane, S. Nicoletti, B. Donovan, Nay 0.

## NEW BUSINESS

NIMS—a motion to adopt NIMS (National Incident Management System) for the Village of Poquott was made by C. Lane, seconded by S. Nicoletti, Aye C. Lane, S. Nicoletti, B. Donovan, Nay 0.

Election Board—a motion to authorize the Village Clerk as Elections Officer to appoint the Inspectors of Election for the June 20, 2006 election was made by C. Lane, seconded by S. Nicoletti—Aye C. Lane, S. Nicoletti, B. Donovan, Nay 0.

Greenspace—discussion on possible appointment to the Board of the Three Village Land Trust.

## PUBLIC COMMENTS

Resident—what about the “no” sign on Shore Road? Ans. possible problem with sign company discussed. It was determined that C. Castillo would be asked to contact sign co. for update.

Resident—what about road paving? Ans. budget was increased to accommodate some paving and reallocation of Long Term Village Hall fund will free up more funds for paving.

Resident—what about the fence issue? Ans. the Village has directed our engineers to survey the roadway and stake the R.O.W. at the top of Washington Street.

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

## 05/05/2006 Board of Trustees Mtg

MINUTES OF THE MAY 25, 2006 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, also present Village Attorney Peter Sverd and 2 residents.

The minutes of the March 27, 2006 meeting were accepted as presented on a motion by C. Lane, seconded by C. Castillo, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

The minutes of the April 6, 2006 meeting were accepted as corrected on a motion by S. Nicoletti, seconded by C. Castillo, Aye C. Castillo, C. Lane. S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

The minutes of the April 27, 2006 meeting were accepted as corrected on a motion by C. Lane, seconded by S. Nicoletti, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

The Treasurer's report (see attached)

The Treasurer's 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.

#### REPORT OF OFFICERS, COMMISSIONERS AND COMMITTEES

CAROL CASTILLO—Trustee for roads, roadsides and parks

ROADS—potholes will be filled by the Town the last week in May. The striping question will be raised with the Town (center striping).

SIGNS—the “No “sign erroneously installed on VanBrunt instead of Shore Road.” No dogs on Beach” signs needed.

PARKS—D.E.C. permits have arrived (sand for California Park).

Trustees—tennis court repairs completed by contractor.

Walnut—commissioner has looked over the beach and should be okay for this year.

#### COMMENTS

1) Resident—can the Village clip the west side of VanBrunt Manor?

CHRISTINE VITKUN-- Trustee for Finance, Village Hall & Waste Management

WASTE MANAGEMENT—the Maggio contract to be signed for the new three year contract.

WEBSITE —Calendar will be updated—newsletter will be incorporated into the website.

COMMENTS—none.

CAROL LANE—Trustee for Environment & Shore Lines

HARBOR & MOORINGS—next meeting will be 6/13.

VANBRUNT GRANT—recent revision by D.O.T needs to be addressed to redirect funding correctly.

COMMENTS

Resident—the drain in front of 64 VanBrunt is overgrown.

SANDRA NICOLETTI—Trustee for Public Safety & VanBrunt Manor Beach

PUBLIC SAFETY—recent vandalism has necessitated upgrade in coverage.

EMERGENCY PREPARDNESS—drill plans are still being formulated.

VANBRUNT MANOR BEACH—still some stickers missing from dinghies.

COMMENTS

Resident—Phragmites don't appear to be growing back in the area where the kids trampled them.



Planning Board—next meeting June 14.

Zoning Board of Appeals—next meeting June 21.

#### NEW BUSINESS

A resident may donate some saplings for planting by the Village.

The 75 th anniversary will be combined with the Civic Assoc. Fish Fry.

NYCOM conference being held June 11 through June 14. A motion to approve the attendance of the Mayor and Trustee Nicoletti at the NYCOM conference was made by C. Lane, seconded by C. Castillo, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B.Donovan, Nay 0.

A motion to allow the Clerk to advertise for bids for the Village Hall renovations was made by C.Lane, seconded by C. Castillo, Aye, C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan Nay 0.

#### COMMENTS

Resident—re; the fence on 6 Washington Street / right of way encroachment. The resident suggested a compromise of installing fir trees to replace the fencing with the fencing to be placed further down on the owners property.

The meeting adjourned at 8:45 P.M. on a motion by C. Lane

**04/27/2006 Board of Trustees Mtg**

MINUTES OF THE APRIL 27, 2006 PUBLIC HEARING 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; also Village Attorney Peter Sverd and 12 residents.

The Clerk read the proposed budget for fiscal year 2006-2007 to the assemblage. After discussion the hearing was opened to questions from the floor.

Resident—what happened to the \$100,000.00 that the Village was to get from LIPA? Ans. The agreement between the Village, LIPA and Keyspan calls for the payments for the renovation of Village Hall to be paid by LIPA and Keyspan directly to the contractors.

Resident—what is building inspection fee? Ans. The fee for the Building Inspector to make inspections on permits.

Resident—does the street maintenance amount include any paving? Ans. Yes.

Resident—what about funding for sidewalks on 25A? Ans. the State pays for the sidewalk.

Resident—how will the shortfall be covered? Ans. funds will be allocated from surplus to cover.

Resident—what is the education category for? Ans. attendance at seminars and conferences.

Resident—does the deficit get covered by the tax hike? Ans. the increase from \$11.00 to \$12.00 is necessary to increase funding for normal business.

A motion to adjourn the public hearing was made by C. Lane.

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF POQUOTT

Present Mayor Barbara Donovan, Trustee Carol Castillo, Carol Lane, Sandra Nicoletti, Christine Vitkun, also Village Attorney Peter Sverd and 12 residents.

Minutes of the March 9, 2006 meeting were approved as written 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 March 23, 2006 meeting were accepted as corrected on a motion by S. Nicoletti, seconded by C. Lane, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

A motion to adopt the proposed budget for fiscal year 2006-2007 as prepared was made by C. Castillo, seconded by C. Vitkun, Aye C. Castillo, 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 C. Castillo, 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—the D.E.C. permit for sand replacement is still in review.

Roads—a pothole survey needs to be done by Public Safety.

Signs—“NO” sign still being worked on by sign company. A sign is needed stating No Dogs on Beach with local law referenced.

COMMENTS—NONE

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

Public Safety—officers will be stopping owners walking dogs along the roadways to check if they have baggies to clean up after their pets.

Emergency Preparedness—a meeting will be held between the Mayor, Trustee Nicoletti and the Emergency Preparedness Commissioner re: drill.

Van Brunt—some dinghies are on the rack without stickers.

Special Parking—the Clerk read a resident request to use Walnut Park on August 8, 2006. Approved on a motion by C. Vitkun, seconded by S. Nicoletti, Aye C.Lane. S. Nicoletti, C. Vitkun, B. Donovan, Trustee C. Castillo abstained. Nay 0.

COMMENTS—NONE

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

General Code—the fine structure recommended by General Code needs to be reviewed by the Board. The Board approved the acceptance of the Local Laws as written and set the date of May 11 for final decision on the fines.

Community Health—a major increase in mosquitoes is predicted by the County Health Dept.

Waste Management—new contract approved.

Website—Storm Water Phase II info has been put on the web.

COMMENTS

Resident—puddles on Silver Beech Court cul de sac need to be taken care of to eliminate mosquitoes.

Resident—future drains should not be placed in the road ways.

Carol Lane—Trustee for Environment & Shorelines

Drains—debris cleaning needs to be redone.

Harbor—the Harbor Master has a new boat in service.

Broadwater—the statement from the Village is ready. The Village must decide if it would be delivered or not.

MS4—Nelson Pope & Voorhis is still waiting for permission to begin the engineering work.

#### COMMENTS

Resident—there is an erosion problem that effects 4 Washington Street that the resident would like the Village to correct. The Board discussed the issue and will have a review done immediately.

P.E.A.C. The LIPA agreement has been signed.

Planning Board—next meeting will be 5/10 and the Tsunis dock will be on the agenda. The Planning Board has a packet put together on legal apartment legislation.

#### NEW BUSINESS

Ted Masters' name was entered for Trustees Park Commissioner—The Mayor appointed Ted Masters Trustees Park Commissioner—Motion to accept by C. Vitkun, seconded by C. Lane.

A letter from the residents of 29 Chestnut asking advice on a change of use for their garage was read. After discussion the Board asked the Clerk to communicate to the writer that the matter needed to be taken before the Zoning Board of Appeals.

A motion to have the engineers initiate the D.E.C. permit process for the California Park project was made by C. Castillo, seconded by C. Lane, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

#### PUBLIC COMMENTS

Resident—when will the concrete steps on California Beach be backfilled? Ans. D.E.C. permit required.

Resident—concerned that small boat owners will not be able to get on the beach.

Resident—presentation by engineers was excellent.

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

## 04/06/2006 Board of Trustees Mtg

MINUTES OF THE APRIL 6, 2006 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, absent Trustees Christine Vitkun and Sandra Nicoletti. Also present village Attorney Peter Sverd and 5 Residents.

#### BUDGET

The Board discussed the possibility of increasing the roads allocation now or waiting until the formal signing of the LIPA agreement to determine how much of the Village Hall Building Fund would be retained and allocated to long term road reconstruction.

The Board also increased the revenue amount of Franchise fees to \$13,000.00 from \$12,000.00.

A motion to present the budget to the village residents at a public hearing on April 27, 2006 was made by C. Lane, seconded by C. Castillo, Aye C. Castillo, C. Lane, B. Donovan, Nay 0.

#### OTHER BUSINESS

The landscaper has begun the work for this year's contract. Walnut Beach has been cleaned up and an invoice for that work will be forthcoming. A review of the Jefferson Street stairs was done by the landscaper and work will commence soon on the repairs.

The Storm Water Grant application has been sent to Albany. The second grant being worked on jointly between the Town of Brookhaven and the Village will be put together and mailed when completed.

The California Park revamp will require an information session for residents to acquaint them with the scope of the project. The Clerk's office will check into space either with the Fire Department or the Library for the session.

PEAC will meet with representatives from Keyspan and LIPA for the formal signing of the agreement on April 20, 2006 on the site of the Green Space.

A request for a party permit for Mayors Park will be limited to Mayors Park and parking limited to 10 vehicles at California Park and 10 vehicles at Walnut Parking Lot.

#### NEW BUSINESS

The Clerk read a request by the Poquott Civic Assoc. to use Village Hall for a defensive driving class on May 22 and May 23. Permission granted on a motion by C. Castillo, seconded by C. Lane, Aye C. Castillo, C. Lane, B. Donovan, Nay 0.

Mayor Donovan advised the Board that a SCOVA meeting was scheduled for April 24, 2006.

#### PUBLIC COMMENTS

Resident-- What kind of drain system will be utilized for Washington Street - sumps, catch basins? Answer—catch basins with filter system.

Resident—what will be done on the roads, potholes or repaving? Answer—plans are to repave.

Resident—what about the damaged Belgian block curbing? Answer—the Village will purchase block for replacement and installation.

Resident-- the light pole on the corner of Singingwood and China Lane is split. Answer—the repair company will be notified.

Resident—it would appear that the ability to construct a dock is severely limited by our laws. Answer—if the applicant meets all the criteria a permit will be issued. Discussion; the dock law was written to prevent a hodgepodge of docks with no sense of right or wrong placement. If an applicant follows the guidelines outlined in the law and has the correct measurements to qualify, a permit should be granted.

Resident—if an alternate is appointed to the Planning Board now can they meet in April? Answer—an alternate would not have any background on the dock question that would be discussed at an April meeting.



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

## 03/23/2006 Board of Trustees Mtg

MINUTES OF THE MARCH 23, 2006 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, also present  
Village Attorney Peter Sverd and 6 residents.

The Clerk opened the garbage bids for the three year period as advertised.

Tagg Sanitation—

2006-2007 \$113,914.00

\$116,152.00 Total \$348,680.00

\$118,614.00

Winter Bros. Sanitation----

\$122,955.72

\$127,431.72 Total \$382,295.16

\$131,907.72

Maggio Sanitation---

\$107,200.20

\$111,076.20 Total \$335,028.60

\$116,152.20

A motion to accept the three year bid of Maggio Sanitation was made by C. Lane, seconded by C. Castillo, Aye C.

Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

The Minutes of the February 9, 2006 meeting were accepted 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.

The Minutes of the February 23, 2006 meeting were accepted as corrected on a motion by C. Lane, seconded by C. Vitkun, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

TREASURERS REPORT—(see attached)

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

After discussion on budget allocation for the codification project, a motion to establish budget category A4200.00 Codification of Ordinances and transfer \$10,000.00 from Contingency to fund the new category was made by C. Lane, seconded by S. Nicoletti, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

## BUDGET

After discussion the Board determined that the new number for Garbage A8160.4 should be \$107,200.00,

and Drainage Control Van Brunt Manor Road should be increased to \$50,000.00.

REPORT OF OFFICERS, COMMISSIONERS AND COMMITTEES

Carol Castillo—Trustee for Roads, Roadsides and Parks

Parks and Beaches— California Park—Still waiting for D.E.C. permits

The 2006-2007 fiscal year will be the last year of the landscaper's agreement. The contract will have to be rebid for the 2007-2008 fiscal year.

Roads—street sweeping , potholes and striping will all be arranged for the spring with the Town of Brookhaven doing most of the work for the Village.

COMMENTS—none

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

Public Safety—the last Public Safety meeting was attended by S.C.P.D. to coordinate coverage by both the Police Dept. and our own officers. S.C.P.D and C.O.P.E. patrol cars will be in the Village to issue tickets on Village Code violations.

Special Parking Permits—a request for parking at California Park for 7/15/2006 was read and discussed. The issue will be further discussed at the 4/6/2006 meeting.

COMMENT

Resident—will the law suit pending against several other Villages have any effect on Poquott? Answer—the law suit references moving violations ie; speeding which we do not issue.

Minutes of March 23, 2006 continued

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

Codification—the Trustees need to review the info for General Code so that they can proceed with the Codification of Village Ordinances.

Website—the Storm Water and Public Safety updates are still pending.

COMMENTS—none

Carol Lane—Trustee for Environment and Shorelines

Drains—all drain tops have been cleaned off by the handy man.

Harbor— J. Lane reported that the committee met on March 13 and progress was made on several points.

Broadwater—a draft of the Village's comments has been prepared.

MS4 Grant—a meeting with the Town of Brookhaven and the engineers was held on March 10. The grant documentation will be completed before the submission date.

#### COMMENT

Resident—the FAA may get involved in the Broadwater project approval.

#### ATTORNEY UPDATE

The fence on Washington Street will probably require the Board to have the R.O.W. reviewed by the Village Engineer to set the owner's property line vs. Village R.O.W.

#### PEAC

A formal signing of the agreement is scheduled for April 20, 2006.

#### PLANNING BOARD

The amended dock plan must be reheard by the Planning Board before it can be referred to the ZBA for any variances.

ZBA—no meeting scheduled for March.

#### BUILDING PERMITS

One permit pending for 18 Maple Ave.

#### OTHER BUSINESS

Civic Association Calendar – the Clerk read a letter from the Civic Assoc. for permission to use Village facilities on specified dates. A motion to allow usage as per the dates requested was made by C. Lane, seconded by C. Castillo, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

RESIDENT COMMENTS—none

A motion to enter executive session to discuss litigation was made by C. Lane

Executive session adjourned on a motion by C. Lane

A motion to have the Village Engineer perform a survey of Washington street to determine the Village R.O.W. was made by C. Castillo, seconded by C.Lane, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

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

## 03/09/2006 Board of Trustees Mtg

MINUTES OF THE MARCH 9, 2006 MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF POQUOTT  
HELD AT 7:00P.M. AT VILLAGE HALL.

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

### BUDGET

A1320.1 increased by \$7000.00 to a new amount of \$53,000.00

Discussion on Beach Guards f/t or p/t unresolved at this time.

A3120.4 increased \$1500.00 to a new amount of \$11,000.00

A3120.2 decreased \$4000.00 to a new amount of \$1000.00



Correction of A3620.4 to \$14,000.00

A1910.4 increased by \$3000.00 to a new amount of \$25,000.00

A5110.4 increased \$30,000.00 to a new amount of \$50,000.00

A1320.4 increased \$200.00 to a new amount of \$4500.00

#### OTHER BUSINES

Broadwater—a statement on the broader issues related to Broadwater; ie, safety and environment etc, should be prepared and sent to the agencies involved.

PEAC—three topics are currently under discussion: Broadwater, Consolidated Petroleum and the LIPA agreement.

#### PERMITS

One permit currently pending engineer's review.

#### ATTORNEY UPDATE

Bill of Costs for Article 78 negotiations ongoing.

## COMMENTS

Resident—what is going on with the construction in LIPA? Answer—P.J. Sewer project being worked on, not LIPA.

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

The Board after discussion decided to authorize the Village Attorney to settle the Bill of Costs for the Article 78.

The executive session was adjourned on a motion by C. Vitkun, seconded by C. Lane

A motion to authorize the Village to remit payment of \$1000.00 via the Village Attorney to the proper party for release of the lien on the Village was made by C. Vitkun, seconded by C. Lane- Aye C. Castillo, C. Lane, C. Vitkun, B. Donovan- Nay 0.

The meeting adjourned at 8:35 P.M. on a motion by C. Vitkun

## 02/23/2006 Board of Trustees Mtg

MINUTES OF THE FEBRUARY 23, 2006 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 Lane, Sandra Nicoletti, Christine Vitkun, absent Trustee Carol Castillo, also present Village Attorney Peter Sverd and 7 residents.

Minutes of the January 12, 2006 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 January 26, 2006 meeting were accepted as corrected on a motion by S. Nicoletti, seconded by C. Vitkun, Aye C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

#### TREASURERS REPORT

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

After discussion the Board deleted the entry for Village Hall A8600 from the expense side and discussed a reduction of the entry for Trustees Park A7111.4 .

#### REPORTS OF OFFICERS, COMMISSIONERS AND COMMITTEES

Carol Castillo—Trustee for Roads, Roadsides and Parks ( by Mayor Donovan)

Parks— California—the benches have tumbled over onto the beach due to erosion from the last Noreaster. The Clerk will contact the Town for assistance in moving the benches.

Parks—Walnut—debris from the Noreaster is clogging up the beach and roadway. The landscaper will be contacted to clean up and bill the Village for the additional work.

Roads— Birchwood Ave. should be the primary repaving project for 2006-2007

#### COMMENTS

Resident—the stop sign and the street sign at the corner of Shen Court and Singingwood need to be replaced. Ans. The handyman will replace the stop sign ASAP.

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

Public Safety—schedules have been put into place for maximum day and night coverage.

Emergency Preparedness—a meeting will be held with the Public Safety officers to schedule a test drill.

#### COMMENTS

Resident—Public Safety issued a parking ticket when they should have come to her door to ask the owner to move the car as they had done previously.

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

General Code—all Trustees must review the comments made by General Code in order to answer them.

Web Site—the Storm Water information has been added to the site.

COMMENTS – none

Carol Lane—Trustee for Environment & Shore lines

Drains—the Clerk was requested to have the handyman clean the tops of each drain.

Harbor Committee—next meeting will be March 14.

Broadwater—a response needs to be sent to the N.Y.S. Dept. of Public Service. C. Lane has prepared a response and it will be faxed on Feb. 24.

COMMENTS—none

Attorney Update

Kirchner vs Poquott—a bill of costs has been entered against the Village for \$995.00. The Attorney will try to get this reduced or eliminated.

A letter has been sent to the property owner delinquent on the 2004-2005 tax. The option for the Village is to put a lien against the property.

ZBA conditions of approval legislation still being prepared.

LIPA/PEAC—communications still ongoing for an agreement re; green space and monitoring.

#### NEW BUSINESS

The Clerk presented two bonds from Keyspan and asked if the Board wished to utilize the bonds instead of the cash held in the Trust and Agency account. The Board stated that they would not give up the cash bond in favor of the Indemnity Bond.

The Clerk read three quotes for replacement of the oil burner and oil tank

A) Swezey Oil Co—\$3500 and \$1400, B) Meenan Oil Co. \$4600 and \$1770, C) George Rice Oil Co. \$4100 and \$1150. After discussion the Board approved the quote from Swezey Oil Co. on a motion by C. Lane, seconded by C. Vitkun, Aye C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

Minutes of February 23, 2006 continued

Resident Comments

Resident—what about the items of discussion with the auditors? Ans. A meeting with the auditors has not been scheduled due to the auditor's schedules at this time of year. The Board will continue to try to set up a meeting.

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

## 02/09/2006 Board of Trustees Mtg

MINUTES OF THE FEBRUARY 9, 2006 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, also present Village Attorney Peter Sverd and three residents.

BUDGET

1) Public Safety- A3120.1 discussion on expanded hours and salary requirements.

2) Increase taxes to \$12.00 per hundred to increase the total taxes collected.

3) Garbage tax is a pass through and the dollars will be known when the contract is awarded.

4) Revenue projections were reviewed as follows;

A2501—Building Permits \$9000.00

A3005—Mortgage tax \$60,000.00

A2402 & A2403 Interest \$ 6000.00

A2610—Misc. Fines \$ 2500.00

A1410.1- discussion on pay increase for Clerk & Deputy Clerk ended with an increase in hours for the Deputy Clerk from 18 hours to 20 hours per week.

A1910.4—Insurance—increase expense by \$3000.00 for increase to 5 million umbrella coverage.

#### OTHER BUSINESS

1) Auditors report—discussion on the auditors report determined that a meeting with the auditors is necessary to discuss several questions raised by the report and the Board re; Purchasing Policy, Tax Collection, Permits and Engineers Fees Collected.

2) Storm Water Phase II--- Mayor Donovan recapped her meeting with the Town of Brookhaven on the grant process/cooperation between municipalities. The Village was requested to pass a resolution regarding the intermunicipal agreement with the Town to facilitate the Grant application. A motion was made by C. Castillo, seconded by C. Lane, Aye – C. Cactillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.



3) Duck Hunting—Mayor Donovan indicated that there was a meeting scheduled for 2/22/06 to discuss the issue with DEC and hunter organizations.

4) Broadwater—the Village may want to take a position on the Broadwater LNG platform in the L.I.Sound. An information package was passed out by the Mayor.

5) Flood Insurance—the Village has been asked to attend a seminar on flood insurance. The chairs of the Planning Board and Zoning Board of Appeals should also attend.

6) Cable Franchise—the NYS Legislature is working on passage of the Franchise Act which would eliminate the revenue received by the Village for Franchise fees. The Village is against such legislation and will respond to state legislators as such.

#### PUBLIC COMMENTS

Resident—the Harbor Commission meeting for 2/7/2006 was cancelled and a new meeting has not been scheduled.

The meeting adjourned at 9:45 P.M. on a motion by C. Vitkun

## 01/26/2006 Board of Trustees Mtg

MINUTES OF THE JANUARY 26,2006 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, Attorney Peter Sverd and 16 residents.

PUBLIC HEARING—LOCAL LAW 1 OF 2006—Incorporated Village of Poquott Traffic Regulations Enhancement Act of 2006

The Clerk read the Local Law 1 of 2006

After discussion by the Board of Trustees the hearing was opened to comments from the floor.

Resident—page 3 1 should read 2.1.1.

Resident—Code officers can enforce this law? Answer—Yes.

Resident—2.1 speed should read 30 miles per hour or less. Ans. cannot dictate a speed of less than 30 miles per hour village wide.

Resident—other Villages have had problems when officers pulled over drivers, is this legal? Ans. Local Law gives S.C.P.D. the right to ticket under Village Law returnable in Village Court.

Resident—Stop signs and school bus passing are moving violations as is speeding. Port Jefferson Village has posted 25 miles per hour why not Poquott. Ans. under 30 miles per hour can only be posted for limited distances re; school zones.

Resident—then the Village can reduce the speed limit to 25 miles per hour in some areas? Ans. Yes.

Resident—streets in the Village are very narrow. The Village should use signs to advise drivers of bus stops. Ans. School bus stops are changeable by the school district.

Resident—Page 4 2.3 should read --entering said “main” artery.

Resident—Code Officers can enforce speed limits? Ans. No. only S.C.P.D. can enforce speed limits.

Resident—what happens if a resident witnesses a violation? Ans. Nothing.

Resident—Code Officers are not allowed to write moving violations.

The hearing was closed on a motion by C. Vitkun, seconded by C. Lane.

PUBLIC HEARING—LOCAL LAW 2 OF 2006—Removal for Cause of Members of the Village of Poquott Planning Board and Zoning Board of Appeals

The Clerk read the local Law 2 of 2006

After discussion by the Board of Trustees the hearing was opened to comments from the floor.

Resident—this is a good law, the boards need it to operate successfully.

Resident—Page 5 2,5 needs changes re; That for the and thirty days written out ?

Resident—this law is necessary, what about the Village Board? Ans. Covered in Village Law.

Resident—does the Zoning Board of Appeals have seven members also? Ans. Allowed five to seven.

Resident—the public hearing provision eliminates any doubt of conspiracy to remove a member.

Resident—the intent of the law is to make things run smoothly, however this appears to be a time consuming process.

Resident—will all current board members be notified of passage of the law? Ans. Yes.

The public hearing was closed on a motion by C. Vitkun, seconded by C. Lane.

Minutes of the December 15,2005 meeting of the Board of Trustees were accepted as corrected on a motion by C. Lane, seconded by C. Castillo, Aye C. Castillo, 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. Castillo, seconded by C. Lane, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

The Board questioned the amounts of A7112.2 and A7112.4, the clerk will review with the Bookkeeper.

After discussion the Board approved the transfer of \$5000.00 from Contingency to A3120.1 on a motion by C. Vitkun, seconded by C. Castillo, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

After discussion the Board approved the increase in the petty cash amount of A270 from \$100.00 to \$150.00 on a motion by C. Lane, seconded by C. Vitkun, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.

## REPORTS OF OFFICERS, COMMISSIONERS AND COMMITTEES

Carol Castillo Trustee for Roads, Roadsides and Parks

Parks—a call will be placed to the D.E.C. to find out the status of the permit.

Roadsides—the tree problem on VanBrunt Manor Road will be taken care of by the commissioner. The landscape contract will be renewed for the third and final year.

Minutes of January 26,2006 continued

Roads—Town of Brookhaven cooperation has been excellent. The drain tops need to be kept clear. The Clerk will assign this to the handy man.

## COMMENTS

Resident—the sea wall at the foot of Washington Street is undermined. Answer—the D.E.C. permit needs to be approved for this to be corrected.

Resident—the Village should place signs advising drivers of school bus stops and walkers.

Resident—the Town constantly forgets about the top end of VanBrunt Manor Road.

Sandra Nicoletti Trustee for Public Safety & VanBrunt Manor Beach

Public Safety—stop sign and speeding complaints fielded by officers.

Emergency Preparedness—grant application still in process. It may be in the best interest of the Village to perform an emergency preparedness drill.

VanBrunt Manor Beach—trailer removed by resident.

Special Parking Permits—slow period.

#### COMMENTS

Resident—never got a response from Public Safety to a telephone call.

Christine Vitkun Trustee for Finance, Village Hall & Waste Management

General Code—first review needed. Any comments from trustees will be done at the business meeting in February.

Waste Management—beach receptacles need to be emptied more often.

Grants—a meeting with the engineers on the Washington Street & VanBrunt projects to review the draft plans was held on Jan. 19,2006

#### COMMENTS

Resident—why doesn't the village join with Belle Terre and Old Field on the grants for Storm Water Etc;. Ans. Neither village would cooperate with Poquott on grant proposals.

Resident—the VanBrunt Drainage could result in a mosquito problem next summer.

Resident—when the drain projects are ready to be done will the public be given any information? Ans. Yes.

Carol Lane Trustee for Environment & Shore Lines

Drains—Silver Beech and Indian Valley drains need to be cleaned out.

Harbor & Moorings—the committee has not met due to the reorganization of town government.

COMMENTS—none

## ATTORNEY UPDATE

Research is being done on the 500 foot village boundary question.

The fence at 6 Washington is in the process of being addressed.

PEAC—LIPA has acknowledged the committees last communication.

Zoning Board of Appeals—last hearing cancelled by the applicant. The variance request was withdrawn.

Planning Board—public hearing scheduled for February 8 on Tsunis dock application.

Permits—all permits filed have been issued. The Mayor asked about the Pyramid Law, pass to the Planning Board for review and input.

## PUBLIC COMMENTS

Resident—when the next cable franchise is awarded the Trustees should request CSPAN on the menu.

Local Law 1 of 2006 with a change in the speed limit to read unless otherwise posted 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.

Local Law 2 of 2006 was approved on a motion by C. Vitkun, seconded by C. Lane, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun, B. Donovan, Nay 0.



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

## 01/12/2006 Board of Trustees Mtg

MINUTES OF THE JANUARY 12,2006 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 absent Trustees Sandra Nicoletti, Christine Vitkun, also present Village Attorney Peter Sverd and four residents.

### BUDGET

Discussion on scheduling for Public Safety to rework hours and manpower to cover the village and keep within hourly guidelines.

Roads—discussion was held on possible increase to roads budget. Discussion with Roads Commissioner, Deputy Roads Commissioner and Finance should be scheduled. Urgent need for center line striping and stop line striping should be addressed by the Board.

Garbage—two packets have been picked up for review by carters.

Insurance—increase in village liability to five million will increase premium as well as expected increase in overall premiums for total package.

## OTHER BUSINESS

Storm Water Phase II—Discussion on inter municipal cooperation.

Duck Hunting—letter to all effected residents will be mailed soon. The village should establish boundaries via buoys for the next hunting season to assist in law enforcement.

Traffic Calming—striping and reduction in number of stop signs will hopefully calm down traffic.

Trailer on VanBrunt beach—Public Safety notified and resident told to remove the trailer.

Zoning Board of Appeals—considerations for approval need to be incorporated into local law. The Board discussed holding a public hearing on February 23 , 2006 that would deal with both ZBA considerations for approval and stop sign legislation.

LIPA—some movement with the agreement. Communications still open with LIPA management.

## NEW BUSINESS

The clerk notified the Board of a resignation on the Planning Board.

NYCOM—the winter legislative meeting in Albany will be attended by Mayor Donovan and Trustee Nicoletti.

## PERMITS

Three permits in final stage of approval.

## PUBLIC COMMENTS

Resident—the holes in Highview Avenue made by KeySpan are still not filled.

Resident—will the stop sign on VanBrunt Manor road at Highview Avenue stay? Ans. This will be reviewed and discussed by the Board.

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