

12/18/2008 Board of Trustees Mtg.

MINUTES OF THE DECEMBER 18, 2008 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 Sandy Nicoletti, Carol Lane, Christine Vitkun and Carol Castillo. Also present was Village Attorney, Peter Sverd, Public Safety Supervisor, Bob Fikar and 24 residents.

A motion was made by Carol Lane seconded by Christine Vitkun to accept the November 20th, 2008 minutes as written. Aye B. Donovan, C. Lane, C. Vitkun, C. Castillo and S. Nicoletti. Nay 0.

A motion was made by C. Castillo and seconded by S. Nicoletti to accept the Treasurer's report as read. Aye C. Castillo, S. Nicoletti, C. Lane, C. Vitkun and B. Donovan. Nay 0.

A motion was made by C. Vitkun seconded by S. Nicoletti to approve the December 18th, 2008 bills totaling \$21,738.09. Aye C. Vitkun, S. Nicoletti, C. Lane, C. Castillo and B. Donovan. Nay 0.

John Lane-Treasurer: John reviewed treasurer's report. Currently there are \$11,259.00 past due taxes that are due the Village. A past due tax bill including their penalty is sent each month to these residents. Interest income and mortgage tax revenue is not expected to meet budget due to the current economy.

The collateralization of cash accounts maintained at HSBC Bank, NA, USA and MBIA for the month of December 2008 has been reviewed and is adequate.

A motion was made by C. Castillo and seconded by S. Nicoletti to accept the Treasurer's report as read. Aye C. Castillo, S. Nicoletti, C. Lane, C. Vitkun and B. Donovan. Nay 0.

REPORTS OF OFFICERS, COMMISSIONERS AND COMMITTEES

Carol Lane-Trustee for Environment & Shore Lines

Drains-Dr. Lederman sent a letter regarding a drain on Dyers Court that is not working properly or is not adequate during heavy rains. The drain mentioned in his letter was cleaned in October. C. Lane is to contact the engineers to review the current drain and do a proposal to correct this problem. C. Vitkun recommended the engineer check the drain in dry weather and during a rain storm.

Harbor and Moorings-The Town of Brookhaven Harbor Commission has increased their mooring fees from \$100.00 to \$125.00 for residents and \$250.00 to \$325.00 for non-residents.

The Village of Poquott will remain at a \$10.00 mooring fee.

Public Comments: None

Carol Castillo-Trustee for Roads, Roadsides and Parks

Roads/Signs-Striping of the Village streets cannot be done until the spring. L. Mitchell to contact Don Spence of Hawkins and Spence to see what the cost would be to place the hot oil on Washington Street to prevent damage to the roadway. It was suggested that the Village purchase reflective markers to prevent the snow plows from damaging our curbs. Public Safety to do a survey of any damage that was done to our curbs during the recent storms.

Relocating the "No Signs" from the entrances of the Village to inside the Village, would mandate the Village to place a sign every 100 feet.

Public Comment:

Resident: Move the "No Sign" away from the puddle to reduce water damage.

Resident: Have Public Safety monitor the sign more to alleviate the vandalism.

Resident: There is a lot of mud at the bottom of Maple Avenue where it meets New Street. Can that be looked at? Response: L. Mitchell to call Bob Juliano, Clerk at the Village of Port Jefferson to see what the cost would be to have their sweeper do some sweeping of streets in the Village of Poquott.

Resident: Why don't we install speed bumps? Response: We have been told that speed bumps are not allowed on Village Streets.

Resident: Maybe raised crosswalks could be installed. Port Jefferson's raised crosswalks have actually sunk creating a trough slowing traffic down.

Resident: Brookhaven did a traffic study on the effectiveness of stop signs.

Resident: There was an article on the stop signs on Hallock Avenue in local paper.

Christine Vitkun-Trustee for Finance, Website & Waste Management

Website-Agenda is now being placed on the Website.

Waste Management-Nothing

A motion was made by C. Vitkun seconded by S. Nicoletti to approve the December 18th, 2008 bills totaling \$21,738.09. Aye C. Vitkun, S. Nicoletti, C. Lane, C. Castillo and B. Donovan. Nay 0.

Public Comments:

Resident: Thank you for placing the agenda on the website. Can pending legislation be placed on the website? Response: Yes.

Sandy Nicoletti-Trustee for Public Safety & Van Brunt Manor Park Beach

Public Safety: Bob Fikar, Public Safety Supervisor presented his monthly report. Parking permits for street parking has been suspended from 12/24/08 through 01/01/09. It is recommended that the resident's house number be visible on their homes. It is also recommended that the residents clear the snow away from fire hydrants.

Special Events: No permits pending.

Public Comments:

Resident: Any discussion regarding having Public Safety changing their hours from during the day to evenings? Response: Yes it is under discussion.

Resident: The bus stop at White Pine and Van Brunt has not been covered by Public Safety.

Resident: If Public Safety cannot stop drivers from passing busses they should work nights.

Resident: Code Enforcement rules must be uniform and applied evenly to all.

Resident: It would be a benefit if Public Safety was equipped with a defibrillator. Response: Although we do not have

a defibrillator, most of our Public Safety Officers are trained to use one.

Resident: How are residents made aware of Village Codes. Response our Village Codes are on our website.

Attorney: Following up with National Grid and LIPA regarding the escrow money due the Village. The title search of Van Brunt Manor Beach has been completed. Need to obtain the information regarding the dredging that was done in Setauket Harbor.

Environmental Action Committee (LIPA)

LIPA has switched back to oil and are using old generators. Maybe it is time to have the air monitoring study done.

Building Inspector: No report

Planning Board/Roger Flood: Our next meeting January 12, 2008 at 7:30 PM. Items on our agenda are the Pyramid Law and Tree Clearing Law. We do not approve any laws, we make recommendations to the Board.

Zoning Board of Appeals: No report.

Permits/Building, Parks & Beaches: No report.

Village Hall: No report.

Other Business:

Auditors requested the bills to be paid be posted in the minutes.

New Business

Alan Svoboda from the Town of Brookhaven contacted the Mayor about partnering with the Town on an intermunicipal grant for Stormwater. A resolution needs to be completed by 1/14/08.

Public Comments:

Resident: SEQRA was not done for the Accessory Apartment Law how did that happen? Response: It was an oversight.

Resident: What is the board doing about rescinding the law? Response: We are having an informational meeting in January to obtain input from all residents.

Resident: There is a dead deer on Van Brunt Manor Beach. Response: Public Safety will call animal control and have it removed.

Resident: How many permit applications has the Village received for an Accessory Apartment. Response: One received but all forms are gone.

Resident: The law not allowing dogs on beaches should be repealed.

Resident: Regarding minutes of 10/23/08 question of ownership beyond high tide. Response: The Village boundaries are 500 feet from high tide mark.

Resident: Why is hunting still allowed? Response: DEC controls the duck hunting by state law. Write you state representatives with your concerns.

Resident: When did it start that dogs were not allowed on Village Beaches? The law was passed in 1983 amended in 1998 to allow dogs in the parks.

Resident: Can the law be changed? Response: It can be looked at.

Meeting adjourned by C. Lane at 8:30 P.M.

11/20/2008 Board of Trustees Mtg.

MINUTES OF THE NOVEMBER 20, 2008 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 Sandy Nicoletti, Carol Lane, Christine Vitkun, and Carol Castillo. Also present was Village Attorney, Peter Sverd, Public Safety Supervisor, Bob Fikar and 31 residents.

A motion was made by Carol Lane seconded by Carol Castillo to accept the October 23, 2008 minutes as written. Aye B. Donovan, C. Lane, C. Vitkun, C. Castillo, and S. Nicoletti. Nay 0.

Appointment: A motion was made by S. Nicoletti seconded by C. Castillo to appoint Harmon Lutzer, Esq. as Alternate Prosecutor for the Village. Aye B. Donovan, C. Lane, C. Vitkun, C. Castillo and S. Nicoletti.

John Lane-Treasurer: Reviewed Treasurer's report. With half the fiscal year gone our expenses are at 49% which is right on target with our budget. It was suggested a line be opened for the 2008-2009 Judicial Grant. A motion was made by C. Vitkun seconded by C. Castillo to accept the Treasurer's report. Aye C. Vitkun, C. Castillo, C. Lane, S. Nicoletti and B. Donovan. Nay 0.

Peter Sverd-Village Attorney: Reviewed Local Law # 3 Regulating Accessory Apartments Within the Village of Poquott.

Roger Flood-Chair of the Planning Board: Explained the Planning Board meets the 2nd Monday of each month at Village Hall at 7:30 PM these meetings are open to the public. The Planning Board worked on Local Law #3 before it was presented to the Board. They reviewed other communities that had similar laws such as Town of Brookhaven and Town of Southampton.

Village Board: No Comments.

Public Comments:

Resident: Appreciated that the Village met all legal requirements regarding notifying Village residents about this law, however, notification did not reach most residents. A petition with 131 signatures was submitted to the Board to repeal Local Law #3 of 2008 Regulating Accessory Apartments within the Village of Poquott.

Resident: Residents of Shen Court feel this is a bad law and should be rescinded. Communication to residents

should be changed.

Resident: Agreed a letter should go to all residents before a law is enacted.

Resident: Allowing apartments is a quality of life issue and should be determined by the majority

Resident: Is there a list of illegal apartments in the village? Response: No

Resident: Will it increase the tax base? Response: We do not assess the homes in the Village that is done by the Town of Brookhaven. All approved permits are submitted to the Town of Brookhaven.

Resident: If there is limited space can an addition be added to the home? Response: With the proper permits and variances, if needed.

Resident: What if you have a live in maid are their quarters considered an accessory apartment? Response: Only if they have a stove in their living area.

Resident: Parent? Student? Response: An accessory apartment has a stove.

Resident: No place in the apartment law does it include Village expense to maintain.. Ambiguity of transfer rights.

Resident: You cannot enforce the existing law. How are you going to enforce the new law? Response: With the available legal methods.

Resident: We do not want more people in the Village.

Resident: I would like to sign the petition.

Resident: The law will not change anything that currently exists.

Resident: We do not want more people in the Village

Resident: I have lived in the community over 30 years; I would like to thank the Board for all they do. They are very open to change.

Resident: Law needs to be rescinded there was no environmental review.

Resident: The apartment permits are issued on a first come basis and could go over the 5% during the initial six month period. After the initial six months the percentage cannot exceed 5%. I feel the percentage is unfair.

Resident: How many applications have been submitted? Response: Many applications are anticipated few will probably come forward at this time.

Resident: How will we handle undesirables? Response: By legal methods.

Resident: Objects to accessory apartment notice only posted in the newspaper. Notice should be mailed before hearing.

C. Castillo: Six month window is soon to expire.

Resident: There are 2 pro apartments, and every other person here is con.

Resident: Does any member of the Board have an accessory apartment or family member with an accessory apartment. Response: No Board member has an accessory apartment.

Resident: When are the next elections? Response: June

Carol Lane-Trustee for Environmental & Shores Line

Drains/Environmental/Rich Parrish-Accessory Apartments are illegal.

The drains at California Park have been cleaned and the drains are working properly.

Harbor & Mooring-No report

Public Comments:

Resident: A filled drain on Van Brunt Manor Road is not functioning and should be covered. Response: We will look into it.

Carol Castillo-Trustee for Roads, Roadsides and Parks

California Park-New Striping and plantings have been completed. The irrigation system has been shut off and will be turned over to the Village in the spring.

Roads: Striping request submitted to Town of Brookhaven.

Roadsides: Sweeping of Washington Street and Van Brunt Manor Road being looked into.

Public Comments

Resident: When will swimming be allowed? Response: When a swimming permit can be obtained. In addition, the cost of having a bathing beach will need to be gathered and presented to the residents.

Resident: California ramp is not wide enough. Response: Widening the ramp is a separate issue. Ramp was made per original plans.

Resident: No swimming lowers the property values and is now a criminal activity.

Resident: People swim at the Town Beach at Shore Road.

Resident: Will a summons be given to swimmers? Response: No.

Christine Vitkun-Trustee for Finance, Website & Waste Management

General Code: Codification approved

Waste Management: Town of Brookhaven will not pickup leaves.

Website: Nothing new to report.

Public Comments:

Resident: will it cost the Village money to have a leaf pickup? Response: Yes. You are allowed to place 6 bulk items out each Thursday (leaf bags).

Resident: Can the agenda be placed on the website? Response: Not enough time.

Resident: Can the Website carry notices; Re: New Laws/Public Hearings etc. Response: This will be looked into.

Sandy Nicoletti-Trustee for Public Safety & Van Brunt Manor Park and Beach

Public Safety: Robert Fikar, Public Safety supervisor, reviewed his monthly report. With additional officers on Halloween and help from the residents little damage occurred in Poquott.

Next year Halloween is on a Saturday, maybe residents can work with Public Safety to have a neighborhood watch plan to keep the Village safe. Parking permits will again be suspended from 12/24/08 thru 01/01/09. Residents need to be aware of guests parking on the street to make sure emergency vehicles can get through the streets.

Emergency Preparedness: Mitigation Plan approved.

Van Brunt Manor Park and Beach: No report.

Public Comments:

Resident: What should we do is there is a noise complaint and Public safety is not on duty? Response: Call Suffolk County Police.

Resident: Can Public Safety check the street lights? Response Yes they check the street lights. We can only call for repair if there are 3 lights out.

Resident: Pole 1, 5, and 6 are out.

Resident: Vandalism at Van Brunt Manor Beach occurred after Public Safety went of duty.

Resident: Halloween coverage was great.

Resident: Damage did occur on Halloween after Public Safety went off duty. Next year they should stay later, or all evening.

Resident: Why do we have Public safety on duty during the day: Response: For the children and the school buses.

Resident: Has Public Safety received any additional calls because of the accessory apartment law? Response No.

Resident: Can the Village install speed bumps? Response No. We are not allowed. Carol Lane to research prior report regarding speed bumps.

Resident: A Stop sign needs a white stop line.

Resident: When a car is parked illegally, Public Safety should go to the home and knock on the door.

Attorney: Will contact LIPA and National Grid regarding the settlement. The title search is almost completed on the Van Brunt Manor Beach parcel.

Environmental Action Committee: Nothing to report.

Building Inspector: Nothing to report.

Planning Board- Roger Flood: The planning board is currently working on a Pyramid Law for the Village. We are looking at codes of other towns and villages. We are also discussing how the Accessory Apartment Review Board will operate. It would be part of the Planning Board.

Zoning Board of Appeals: Nothing to report.

Permits/Building, Parks & Beaches: Nothing to report.

Village Hall

Justice Court Grant-2009: No confirmation as of yet.

Blinds: Mayor Donovan to verify if black out shades will be acceptable.

Village Hall Repair: Nothing new.

Other Business: None

New Business:

Bid for Cushman Scoter in the amount of \$200.00 was accepted from John Richardson.

A motion was made by C. Castillo seconded by C. Lane to appoint John Robinson from the Planning Board as Chairman of the Accessory Apartment review Board. Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun and B. Donovan. Nay 0.

Friday hours and Saturday hours to be suspended at Village Hall until the January meeting. The Clerk to keep a record of the calls made to Village Hall during the closed hours.

Correspondence:

Public Comments:

Resident: What is Tree Fauna-Over Clearing of Property? A possible future law that the Planning Board is working on. It is currently tabled till January 2009.

Resident: Notification should go to all residents regarding laws that are under discussion.

Resident: Would the repeal of the Accessory Apartment Law be covered under referendum law or would a petition

have to be instituted to initiate a referendum? Response: Repeal would be handled by recall of law.

Resident: Is a recall available? Response: The Board will look into it.

Resident: The dog walking trial snowballed and taxpayer money is being wasted.

Resident: Have we ever issued a summons on a loose cat? Response: Not to our knowledge.

Resident: Has the title search of Van Brunt Manor Beach been completed? Response: Not finished at this time.

Resident: We should have a dog park.

Motion to adjourn was made by C. Castillo at 9:52 P.M.

10/23/2008 Board of Trustees Mtg

MINUTES OF THE OCTOBER 23, 2008 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, Sandy Nicoletti, Christine Vitkun and Carol Castillo. Peter Sverd Village Attorney was absent. In addition, 26 residents were in attendance.

A motion was made by C. Lane seconded by Carol Castillo to accept the September 11th, 2008 minutes as corrected. Aye C. Lane, C. Castillo, C. Vitkun, S. Nicoletti, and B. Donovan. Nay 0.

A motion was made by S. Nicoletti seconded by C. Vitkun to accept the September 25th, 2008 minutes as written. Aye S. Nicoletti, C. Vitkun, C. Lane, C. Castillo and B. Donovan.

BE IT RESOLVED that the Board of Trustees of the Village of Poquott hereby authorize the Mayor to sign the agreement with the Town of Brookhaven for Snow Removal, Salt Sand and General Repairs. Motion was made by C.

Castillo seconded by C. Lane. Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun and B. Donovan. Nay 0.

BE IT RESOLVED that the Board of Trustees of the Village of Poquott hereby create an Alternate Prosecutor position. Motion was made by C.Lane seconded by C. Vitkun. Aye C. Lane, C. Vitkun, S. Nicoletti, C. Castillo and B. Donovan. Nay 0.

John Lane-Treasurer

Reviewed treasurer's report, Clerk to confirm why line #A1440.4 (Engineer) is at 85%. Are we waiting for reimbursement of fees expensed? If it continues at this pace we may have to move funds from contingency.

A motion was made by C. Vitkun seconded by S. Nicoletti to accept the treasurer's report as read. Aye C. Vitkun, S. Nicoletti, C. Lane, C. Castillo and B. Donovan. Nay 0.

Sandy Nicoletti-Trustee for Public Safety & Van Brunt Manor Park and Beach

Public Safety-Four Public Safety Officers will be on duty on Halloween.

Emergency Preparedness-Our Mitigation Plan was approved by FEMA.

Van Brunt Manor Park and Beach-No report

Special Event Permits. No Permits requested.

Public Comments

Resident: A group of concerned residents have discussed requesting fellow village residents to shut their lights off at 8:00 PM, lock their doors and stop responding to trick or treaters. Flyers are being prepared. Response: Residents can comply but are not mandated by the Village Officials. In addition, no flyers can be put in mail boxes.

Resident: Can we stop people from coming into the village? Response: We can not stop people from entering the village. Public Safety can stop people from parking on our village streets without a proper permit and from loitering.

Resident: Can we have a curfew? Response: Other Villages had a curfew and it was challenged and they lost.

Resident: We should make it unpleasant to come into the Village on Halloween.

Resident: Does the Village own Van Brunt Manor Park and Beach? Response: This currently being researched. We

maintain the Beach. We are a very open Board and once we know ownership it will be public record.

Resident: Who maintains the boat rack at Van Brunt Manor Beach? Response: The Village maintains the boat rack.

E-Mail or call Public Safety or Sandy Nicoletti with any suggestion to keep the Village safe.

Carol Castillo-Trustee for Roads, Roadsides and Parks

California Park: Plants that need to be replaced have been tagged. The Clerk needs to call DF Stone to see if the irrigation system has been winterized. The stripping stills needs to be completed in parking lot. There was no a leak in the irrigation system the puddle was created by a low area that rain water filled.

Roads: We are looking to have Washington Street and Van Brunt Manor Road striped.

MINUTES OF OCTOBER 23, 2008 CONTINUED

Van Brunt Manor Road Grant. The Clerk spoke to Ronnie Wilgeroth from the Dept of Transportation she will send the necessary forms to request an extension of this grant. We just need to give them an expected date when our work will be completed.

Public Comments

Resident: Has it been determined that the ramp is inadequate? Response: The engineers are working with DF Stone to alleviate the sand washing up on the ramp. If you are speaking about widening the ramp. The ramp that has been installed is per the specifications of the project. It is as wide as our previous ramp. To increase the width of the ramp we will need to make an application with the DEC and the Army Corp of Engineers. Our engineering firm is gathering the cost of such a project to see if it is feasible with our budget.

Resident: I do not feel Van Brunt Manor Road should be stripped it only encourages cars to drive faster. Response: We will take that under advisement

Christine Vitkun-Trustee for Finance, Website & Waste Management

General Code-We should receive in November the proposed bill to integrate our new laws into the code book.

Waste Management-They seem to be nicer as the Holidays are upon us.

Website: Nothing new. We are compiling a list of helpful numbers to be placed on the website, any suggestions please e-mail ChristineVitkun.

Public Comments-None

Carol Lane-Trustee for Environment & Shore Lines

Drains/Environmental: Catch basins at California Park have been cleaned. The drain at the corner of Van Brunt Manor Road and Shore Road need to be done.

Harbor & Mooring: The Town of Brookhaven Mooring permit is being increased from \$100.00 to 125.00 in 2009. The Village of Poquott mooring permit fee will remain at \$10.00.

Public Comments: None

Attorney: Absent

Environmental Action Committee (LIPA)

PEAC sent a letter to National Grid and LIPA to see if they would like to meet with them regarding their plans for the power plant.

The Three Village Trust has applied for a grant to clear the wild grape vines.

The Three Village Trust is having a fund raiser on 11/20/08.

Building Inspector: No Report

Planning Board: No Report

Zoning Board of Appeals: No Report

Permits/Building, Parks & Beaches: No Report

Village Hall:

Justice Grant: No response as of this date.

Blinds: Clerk to check 2008 Justice Grant to see if blinds were listed.

Village Hall Repairs: On hold.

Other Business

Tree, fauna-over clearing of property: Tabled

Pyramid Law: Tabled

Village Hall Hours: Tabled

Correspondence

A resident thanked the Village Board for the road work that was done on Walnut to help the flow of rainwater.

NYS Dept of Environmental Conservation Division of Water is holding a community coordination meeting on 10/29/08.

MINUTES OF OCTOBER 23, 2008 CONTINUED

National Incident Management System (NIMS) training classes are being held October 28 and 30th at the Suffolk County Police Academy. You must be NIMS certified in order to continue to receive federal grants. Our Village Board is NIMS certified.

Public Comments

Resident: Can we organize a committee to research the ownership of Van Brunt Manor Beach? Response: That is an excellent idea. Would you like to be the chair? Resident: No, but I would be part of the committee. Response: The committee should be made up of residents and a member of the Board.

Resident: Can requests for permits for an accessory apartment be placed on hold? Response: No this is an approved law.

Resident: We should have received notification that the Village was working on such a law. Response: It is in the minutes of the Board Meetings when the law was being worked on (available on our website), a Public Notice was placed in the local paper for two weeks, a Public Hearing was held (signs are placed in the Village) and the law was voted on.

Resident: Lack of participation at Board Meetings, usually only three residents attend.

Resident: When was this law passed? Response: The law was passed in the summer.

Resident: Are we okaying illegal apartments? Response: We are legalizing accessory apartments to make sure they meet building codes and conform to Village laws.

Resident: Aren't we one family zoning? Response: We now allow a specific percentage of accessory apartments.

Resident: Can the law be changed? Response: We will ask our attorney.

Resident: Can we undo the incorporation of the Village? Response: Yes.

Resident: When was it decided that dogs cannot go on Van Brunt Manor Beach? Response: The law was passed in 1983

Resident: What about private property? Response: No only Village Beaches.

Resident: Can you swim at your own risk? Response: No

Resident: Another resident was aggressive with my children to get out of the water. Response: That is a neighbor to neighbor dispute.

Resident: What can we do to legalize swimming? Response: You could organize a bathing association, which would be costly as you would need to have liability insurance, hire life guards, have a first aid station, and install handicap bathrooms.

Resident: Why can they swim at Shields Beach, Bridgehampton Beach and short Beach?

Resident: Why do we have no swimming signs? Response: The County would have fined us if we did not have a no swimming sign.

Resident: Some beaches allow dogs on the beach.

Resident: Is a dog going to a boat allowed on the beach? Response: Yes if it is going to a boat.

Resident: What about private property. Response: Yes on private property if it is the owners dog or the property owners gives permission.

Resident: What about below the high tide mark? Response: No the Village owns 500 feet.

Meeting adjourned by S. Nicoletti at 9:00 P.M.

09/25/2008 Board of Trustees Mtg

MINUTES OF THE SEPTEMBER 25, 2008 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, and Sandy Nicoletti. Also present was Village Attorney Peter Sverd and 2 residents.

Absent Trustees Carol Lane and Christine Vitkun.

A motion was made by S. Nicoletti seconded by C. Castillo to accept the August 14, 2008 minutes as written. Aye S. Nicoletti, C. Castillo and B. Donovan. Nay 0.

A motion was made by C. Castillo seconded by S. Nicoletti to accept the August 28, 2008 minutes as written. Aye S.

Nicoletti, C. Castillo and B. Donovan. Nay 0.

A motion was made by S. Nicoletti seconded by C. Castillo to accept the Treasurer's Report as written. Aye S.

Nicoletti, C. Castillo and B. Donovan. Nay 0.

A motion was made by C. Castillo seconded by S. Nicoletti to move \$25,000.00 from our MBIA Class account to our HSBC Bank savings account.

A motion was made by C. Castillo seconded by S. Nicoletti to replace the entrance ramp and install new railings at Village Hall as per the recommendation by Sal Alessi our Building Inspector. Aye C. Castillo, S. Nicoletti and B. Donovan. Nay 0 .

REPORT OF OFFICERS, COMMISSIONERS AND COMMITTEES

John Lane-Treasurer

Treasurer's report was presented. A motion was made by S. Nicoletti seconded by C. Castillo to accept the Treasurer's Report as written. Aye S. Nicoletti, C. Castillo, and B. Donovan. Nay 0.

A request was made to move \$25,000.00 from our MBIA Class Account to our HSBC Savings Account. After a discussion a motion was made by C. Castillo seconded by S. Nicoletti to move \$25,000.00 from our MBIA Class account to our HSBC Bank savings account.

Carol Castillo-Trustee for Roads, Roadsides and Parks

California Park: Mayor Donovan met with Brian from DF Stone to discuss the 2 mature Rose of Sharon bushes that had died and reimbursement for the repairs that were done to the lawn at 70 Chestnut Avenue. The Rose of Sharon bushes are dying not because of the construction but because they are diseased, in addition they feel that no work was done at 70 Chestnut Avenue and they should not be responsible for the reimbursement. The Village Clerk is to contact the owner of 70 Chestnut Avenue and see if he is aware of the condition of his lawn. The Village Clerk is to call DF Stone to have them shut off the sprinkler system. The ball field has been re-seeded. The beach grass is to be planted in November. There are plants that have died that need to be replaced. They will have a one year guarantee from the time that they are planted. The Village Clerk is to call our engineers regarding a final punch list and walk

through.

Roads: The curbing has been completed and will help with the erosion on the sides of the roadways. It is time to re-stripe the roads. A pothole survey needs to be completed.

Public Comments:

Resident: The Van Brunt Manor Road work looks great.

Resident: The drain on Van Brunt Manor Road and Shore needs to be cleaned. Response the drain cleaning should be starting shortly.

Sandy Nicoletti-Trustee for Public Safety & Van Brunt Manor Park and Beach

Public Safety reviewed their monthly report. Fewer officers are on duty during the week to reduce costs. Four officers will be on duty on Friday, October 31, 2008. B. Donovan informed public safety that complaints taken from residents are to be recorded as anonymous not with the residents name.

Disaster Mitigation Act of 2000. The required paperwork has been submitted, should there be a disaster this gives the residents the ability to apply for Federal Aid.

Van Brunt Manor Park and Beach. The boat missing the Village boating sticker has applied and received their sticker.

Public Comments: Resident inquired if we had any information on the robbery on the south side of 25A? Response: No.

Christine Vitkun-Trustee for Finance, Website & Waste Management (Absent)

MINUTES OF SEPTEMBER 25, 2008 CONTINUED

Waste Management: Furniture and bulk items to be put at curbside on Thursdays.

Public Comments: None.

Carol Lane- Trustee for Environment and Shorelines (Absent)

Harbor and Moorings-John Lane- Harbor Advisory Board will meet on October 8, 2008. The meeting that is open to the public will be held on October 15, 2008.

Public Comments: None

Attorney: Tunis appeal, we are waiting for a date.

Environmental Action Committee (LIPA) The Village of Port Jefferson does not want the plant to close as they receive significant pilot payments from LIPA. Richard Parrish sent a letter to Kevin Law, Chairman of LIPA requesting a meeting to discuss the fate of the plant. In the future R. Parrish should not send letters on Village letterhead, it should be sent from PEAC.

Building Inspector: A motion was made by C. Castillo seconded by S. Nicoletti to replace the entrance ramp and install new railings at Village Hall as per the recommendation of Sal Alessi our Building Inspector. Aye C. Castillo, S. Nicoletti and B. Donovan. Nay 0.

Planning Board: Need to complete their required training.

ZBA: Need to complete their required training.

OTHER BUSINESS

Accessory Apt Law: The letters will be mailed to the residents.

Tree, Fauna-over clearing of property: To be discussed at the 10/23/08 meeting.

Pyramid Law: Planning Board working on this project.

Foil: When completing a foil request if more than 2 hours spent on the request we are now allowed to charge the requestor an hourly fee equivalent to the lowest paid clerk or clerical employee.

NEW BUSINESS

Appointment: None

Friday Family Movie Night at the Park: To be held in 2009.

CORRESPONDENCE

SCOVA legislative breakfast is 10/08/08 at Village of the Branch Village Hall.

Walk for Beauty is 10/5/08 in Stony Brook.

JNS Towers, LLC information regarding installing cell towers.

Meeting adjourned by S. Nicoletti at 9:25 P.M.

09/11/2008 Board of Trustees Mtg

MINUTES OF THE SEPTEMBER 11, 2008 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, Sandy Nicoletti and Christine Vitkun. Also present was Attorney Peter Sverd and 5 residents.

Motion was made by S. Nicoletti seconded by C. Castillo to change Robert Fikar's title to Chief of Code Enforcement and increase his salary by \$1.00 to \$16.50. Aye S. Nicoletti, C. Castillo, C. Lane, C. Vitkun and B. Donovan. Nay 0.

Motion was made by C. Lane, seconded by C. Vitkun to expend \$32,420.00 to correct curbside erosion. Aye C. Lane, C. Vitkun, C. Castillo, S. Nicoletti, B. Donovan, Nay 0.

APPOINTMENTS: The Mayor requested approval on the following appointments:

Acting Justice-Ron Lavita

Planning Board-John Robinson 7 year term

Appointments approved on a motion by C. Lane, seconded C. Vitkun. Aye C. Lane, C. Vitkun, c. Castillo, S. Nicoletti and B. Donovan. Nay 0.

THREE VILLAGE TRUST PRESENTATION: Presentation to be done at a later date.

BUILDING DEPARTMENT: The building department has completed the Accessory Apartment Application; our Village Attorney will be reviewing the completed package.

OLD BUSINESS:

1) California Park: DF Stone has been working at the Park to complete the Punch List. There is a leak in the irrigation system, problem with the ramp and with the plants. The Village Clerk to send a letter to DF Stone regarding replacing

2 mature Rose of Sharon bushes that were destroyed during the recent excavation. A second letter to be sent requesting reimbursement of funds the Village expensed repairing the lawn at 70 Chestnut Avenue for damage done to their lawn.

2) Telephone System: The Clerk spoke to J. Cummins of DJJ Technologies; equipment has been ordered and should be installed shortly.

NEW BUSINESS:

1) Accessory Apartment Law Letter- A letter will be sent to each resident after the completed permit application package has been reviewed by our Village Attorney.

2) Norse Tree Service-Preventive maintenance has been completed and the response from residents has been favorable. When we have additional work done, we should consider cleaning the overgrowth between 43 Chestnut and California Park as the ivy is killing some trees.

3) Curbside Erosion- L. Mitchell has obtained a quote from Hawkins and Spence for the emergency curbing to stop the curbside erosion. This is too small of a job for the Town of Brookhaven.

Motion to expend \$32,420.00 to correct the curbside erosion was made by C. Lane, seconded by C. Vitkun. Aye C. Lane, C. Vitkun, C. Castillo, S. Nicoletti and B. Donovan. Nay 0.

To cover the cost of this project we will request reimbursement from CHIPS and the Grant -Drainage Improvements to Van Brunt & Shore Road. The cost to the Village should be less than \$5,000.00.

4) DISASTER MITIGATION ACT 2000/GRANT-B. Donovan attended the 9/5/08 DMA 2000 meeting. Although we have given by resolution, a proxy, to the Town of Brookhaven to represent the Village we are responsible for supplying significant information. If we do not supply this information, should there be a disaster the residents in the Village would not receive compensation from FEMA. B. Donovan is to work with Ken Sundberg to complete the package along with the assistance of Public Safety, Village Clerk and Deputy Clerk.

OTHER BUSINESS:

1) The Village Clerk is to call the Town of Brookhaven to see if they can cut back the overgrowth created by the Phragmites on Van Brunt Manor Road.

2) The Village Clerk is to call the Town of Brookhaven to see if they would be able to do a fall leaf collection and if they are able to do the collection what would be the cost to the Village.

3) The Village Clerk is to obtain quotes to run electricity to the garage for lights and charging the Gem vehicle.

MINUTES OF SEPTEMBER 11, 2008 CONTINUED

PUBLIC COMMENTS

Resident: What are we doing with past due taxes? Response: Monthly bills are sent to the past due resident and we have a tax lien on the property.

Resident: we seem to be losing power more frequently is that due to the LIPA plant not operating? Response: The last power loss was due to a transformer malfunctioning.

Resident: If we have a leaf pickup and the leaves are raked into the street cars would have difficulty navigating through our streets.

Resident: The berms are being destroyed by the landscaping trucks.

Resident: What is the watering schedule at California Park? Response: Due to the loss of electricity the timers are off. The Village Clerk is to call DF Stone to have them either reset or turned off for the season.

Resident: Is the gully at the side of the ramp going to be corrected? Response: DF Stone is to correct this problem.

EXECUTIVE SESSION: A motion was made by S. Nicoletti at 8:50 P.M. to go to Executive Session to discuss a personnel matter. Motion was made by S. Nicoletti seconded by C. Castillo to change Robert Fikar's title to Chief of Code Enforcement and increase his salary by a \$1.00 to \$16.50. Aye S. Nicoletti, C. Vitkun, C.Lane, C. Castillo and B. Donovan. Nay 0.

The executive session was adjourned at 8:55 P.M. on a motion by S. Nicoletti

Meeting adjourned by C. Vitkun at 9:00 P.M.

08/28/2008 Board of Trustees Mtg.

MINUTES OF THE AUGUST 28, 2008 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, Sandy Nicoletti, Christine Vitkun. Also present was Village Attorney, Peter Sverd and 3 residents. Trustee Carol Castillo was absent.

MINUTES:

A motion was made by C. Lane seconded by C. Vitkun to approve the minutes of July 7th, 2008 as corrected. Aye C. Lane, C. Vitkun, S. Nicoletti and B. Donovan. Nay 0.

A motion was made by S. Nicoletti seconded by C. Lane to approve the minutes of July 10th, 2008. Aye S. Nicoletti, C. Lane, C. Vitkun and B. Donovan. Nay 0.

A motion was made by C. Vitkun seconded by S. Nicoletti to approve the July 24th, 2008 minutes as corrected. Aye C. Vitkun, S. Nicoletti, C. Lane and B. Donovan. Nay 0.

A motion was made by S. Nicoletti seconded by C. Vitkun to accept the Treasurer's report as presented. Aye S. Nicoletti, C. Vitkun, C. Lane and B. Donovan. Nay 0.

A motion was made by C. Vitkun seconded by S. Nicoletti to transfer \$100,000.00 from the HSBC savings account to the MBIA Class account. Aye C. Vitkun, S. Nicoletti, C. Lane and B. Donovan. Nay 0.

BE IT RESOLVED that the Board of Trustees of the Village of Poquott hereby authorized the Mayor to sign an application for a grant for the 2008 Justice Court Assistance Program. The Mayor is authorized to request up to the maximum amount available. This motion was made by C. Lane seconded by S. Nicoletti. Aye C. Lane, C. Vitkun, S. Nicoletti and B. Donovan. Nay 0.

A motion was made by C. Lane seconded by C. Vitkun to expend \$1,450.00 to repair the Taurus. Aye C. Lane, C. Vitkun, S. Nicoletti and B. Donovan. Nay 0.

A motion was made by C. Lane seconded by C. Vitkun to appoint Ronald Lavita as Associate Justice. Aye C. Lane, C. Vitkun, S. Nicoletti and B. Donovan. Nay 0.

JOHN LANE-Treasurer: A motion was made by S. Nicoletti seconded by C. Vitkun to accept the treasurer's report. Aye S. Nicoletti, C. Vitkun. C. Lane and B. Donovan. Nay 0. A motion was made by C. Vitkun seconded by S. Nicoletti to transfer \$100,000.00 from the HSBC savings account to the MBIA Class account. Aye C. Vitkun, S. Nicoletti, C. Lane and B. Donovan. Nay 0. It was recommended that we break down A1110.4 to reflect the Prosecutor, Judge and Court Clerk separately.

CAROL CASTILLO-(ABSENT) Trustee for Roads, Roadsides and Parks:

Report was given by other Board members. California Park-Punch list is not finalized. Striping is not completed, boat ramp is settling and dead plantings need to be replaced. C. Lane responded to J. Pesek who inquired about widening the boat ramp. C. Lane explained the Village would need to apply for permits and receive approval from the DEC and Army Corp. of Engineers and we would have to see if the Village had available funds for this project. Our engineers are currently reviewing this request.

Roads: A pothole survey is currently being completed by our Public Safety Officers.

Clerk is to verify what funds are available on Van Brunt Manor Grant.

PUBLIC COMMENTS: Resident asked if the settling boat ramp can be fixed. Response: The engineers stated it can be fixed.

CHRISTINE VITKUN-Trustee for Finance, Website & Waste Management:

Approved Laws have been sent to General Code for E-code Appending. We need to decide what month we would like our code book updated. The Clerk spoke to Jan Medina from General Code who clarified our recent bill. Jan confirmed that before any work is to be done an estimate of the cost will be supplied to the Village. It was decided that November would be the best month to have our code book updated.

Our Waste Management Commissioner has obtained a quote from Maggio's Sanitation Services, Inc to remove leaves this fall. We are still waiting to receive a price from Pristine Property Care.

PUBLIC COMMENTS: None

CAROL LANE-Trustee for Environment & Shore Lines

C. Lane is to contact Carrie O'Farrell to have our Annual Stormwater Report placed on our website.

Harbor & Moorings- John Lane attended the Harbor Commission meeting on 8/13/08 at the prior Port Jefferson Yacht Club building. The prior Yacht Club building is in need of repairs.

MINUTES OF AUGUST 28, 2008 CONTINUED

PUBLIC COMMENTS: Resident: Several drains in the community need to be cleaned, for example 15 Singingwood Lane, 19 White Pine, Indian Valley by the Overlook and Silver Beech Court. Response: A list is currently being compiled to be cleaned

SANDY NICOLETTI-Trustee for Public Safety & Van Brunt Manor Park and Beach

S. Nicoletti shared Public Safety Supervisor, Robert Fikar's monthly report.

Four Officers will be on duty on Halloween as this is a Friday.

Quality of Life warnings will soon be issued and tracked.

It was suggested that the Village expend the cost for illuminated trick or treat national crime prevention bags. This was tabled to the September meeting.

R. Fikar is to attend the Suffolk County Fire Rescue Emergency Service meeting on 9/5/08. B. Donovan will also try to attend.

PUBLIC COMMENTS: Public Safety Supervisor: In the future when ordering parking stickers for the vehicles can we order the kind that is placed on the outside of the windows? Response: After our current supply is depleted we can order the stickers that are placed on the outside of the window.

ATTORNEY: We are still waiting to receive the check from National Grid.

ENVIRONMENTAL ACTION COMMITTEE (LIPA) Kathy Matthews is trying to organize a meeting with Ken Sundberg and Rich Parrish.

VAN BRUNT MANOR ROAD PROJECT: The Clerk to confirm the amount of funds that are available to the Village and when the grant expires.

BUILDING INSPECTOR: Estimates were submitted for the installation of central air, replacing the ramp and railing. Copies of the estimates are to be given to the board.

JUSTICE COURT GRANT-2009: B. Donovan completing the paperwork for the Justice Court Grant 2008. The

following resolution was motioned and passed.

BE IT RESOLVED THAT THE Board of Trustees of the Village of Poquott hereby authorized the Mayor to sign an application for a grant for the 2008 Justice Court Assistance Program. The Mayor is authorized to request up to the maximum amount available.

Motion was made by C. Lane seconded by S. Nicoletti. Aye C. Lane, C. Vitkun, S. Nicoletti and B. Donovan. Nay 0.

OTHER BUSINESS

Accessory Apartment Law: The letter is ready to be sent to our residents we are just waiting for the building department to finish the permit application.

Tree, fauna-over clearing of property- Board to work on proposed law.

Pyramid Law: Planning Board working on proposed law.

Taurus: Motion was made by C. Lane seconded by C. Vitkun to expende \$1,450.00 to repair the Taurus. Aye C. Lane, C. Vitkun, S. Nicoletti and B. Donovan. Nay 0.

NEW BUSINESS

Appointments: A motion was made by C. Lane seconded by C. Vitkun to appoint Ronald Lavita as Associate Justice. Aye C. Lane, C. Vitkun, S. Nicoletti and B. Donovan. Nay 0

Friday Family Movie Night at the Park: Rob Kukta still working on organizing this project.

Correspondence: Received a packet with Suffolk County Emergency Management phone numbers.

Public Comments: None.

Motion by C. Lane to adjourn meeting at 9:00

08/14/2008 Board of Trustees Mtg.

MINUTES OF THE AUGUST 14, 2008 MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF VILLAGE OF POQUOTT HELD AT VILLAGE HALL AT 7:00 P.M.

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

A motion was made by C. Castillo seconded by C. Vitkun that B. Donovan and S. Nicoletti attend the NYCOM fall

training school in Lake Placid on September 15, 2008 thru September 19, 2008. Aye C. Castillo, C. Lane, C. Vitkun, S. Nicoletti and B. Donovan. Nay 0.

A motion was made by C. Vitkun seconded by S. Nicoletti to expense \$500.00 to repair the lawn at 70 Washington Street damaged during the California Park project. Aye C. Vitkun, S. Nicoletti, C. Castillo, C. Lane and B. Donovan. Nay 0.

A motion was made by C. Vitkun seconded by S. Nicoletti to replace the nine street posts that are in need of repair. Aye C. Vitkun, S. Nicoletti, C. Lane, C. Castillo and B. Donovan. Nay 0.

A motion was made by C. Castillo seconded by C. Lane to expend \$1,500.00 for tree maintenance in the Village. Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun and B. Donovan. Nay 0.

DISASTER MITIGATION ACT OF 2000 (DMA 2000). The following resolution was adopted on a motion made by C. Castillo seconded by C. Vitkun. Aye C. Castillo, C. Lane, C. Vitkun, S. Nicoletti and B. Donovan. Nay 0. Whereas, the Village of Poquott has limited capability to undertake an extensive participation in the preparation of a hazard mitigation plan; and Whereas, the Town of Brookhaven is able to act on behalf of the Village of Poquott, representing the Village of Poquott in the planning process and assisting in the analysis and development of those parts of the plan related to the Village of Poquott (specifically the Village of Poquott annex to the Plan) in accordance with the Disaster Mitigation Act of 2000; NOW THEREFORE, the Board of Trustees of the Village of Poquott, authorizes the Town of Brookhaven to represent the Village of Poquott in the planning process, and assist with the preparation of the Village of Poquott annex to the Plan on behalf of the Village of Poquott which shall be reviewed and considered for adoption by the Board of Trustees of the Village of Poquott upon completion. Adopted this 14th day of August 2008 by the Board of Trustees of the Village of Poquott.

Rob Kukta, the new Commissioner of California Park, presented a proposal for a Family Movie Night down at California Park. Commissioner Kukta obtained two quotes for the rental of a screen, projector and speakers. Fresh

Air Flicks would run about \$3,000.00 including film licenses. Optimum Movie.Com would run about \$2,400.00; they do not require the film licensing fee. Dates to be considered are 9/6, 9/13, 9/20, and 9/27.

BUILDING DEPARTMENT-Currently obtaining quotes for new walkway and central air conditioning for Village Hall.

OLD BUSINESS

Nelson & Pope supplied the Village with a Closeout Punch List with short term items and long term items that need to be completed. The boat ramp widening is a different issue and is being reviewed by the engineers.

Carrie O'Farrell needs to supply the annual stormwater report so that it can be placed on our website.

The new telephone system should be installed within the next couple of weeks.

The Taurus (PV1) needs a new transmission. The cost to repair would be \$1,450.00 and we would receive an 18 month guarantee. The guarantee would not be transferable should we sell the vehicle. Discussion tabled till the next Board meeting.

NEW BUSINESS

A motion was made by C. Castillo seconded by C. Vitkun that B. Donovan and S. Nicoletti attend the NYCOM fall training school in Lake Placid on September 15, 2008 thru September 19, 2008. Aye C. Castillo, C. Vitkun, C. Lane, S. Nicoletti and B. Donovan. Nay 0.

A motion was made by C. Vitkun seconded by S. Nicoletti to expense \$500.00 to repair the lawn at 70 Washington Street damaged during the California Park project. Aye C. Vitkun, S. Nicoletti, C. Castillo, C. Lane and B. Donovan. Nay 0.

A motion was made by C. Vitkun seconded by S. Nicoletti to replace the nine street posts that are in need of repair. Aye C. Vitkun, S. Nicoletti, C. Lane, C. Castillo and B. Donovan. Nay 0.

A motion was made buy C. Vitkun seconded by S. Nicoletti to expend \$1,500.00 for tree maintenance in the Village. Aye C. Castillo, C. Lane, C. Vitkun, S. Nicoletti and B. Donovan. Nay 0

DISASTER MITIGATION ACT OF 2000 (DMA 2000). The following resolution was adopted on a motion by C. Castillo seconded by C. Vitkun. Aye C. Castillo, C. Lane, C. Vitkun, S. Nicoletti and B. Donovan. Nay 0. The Resolution: Whereas, the Village of Poquott has limited capability to undertake an extensive participation in the preparation of a hazard mitigation plan; and Whereas, the Town of Brookhaven is able to act on behalf of the Village of Poquott, representing the Village of Poquott in the planning process and assisting in the analysis and development of those parts of the plan related to the Village of Poquott (specifically the Village of Poquott annex to the Plan) in accordance with the Disaster Mitigation Act of 2000; NOW THEREFORE, the Board of Trustee of the Village of Poquott, authorizes the Town of Brookhaven to represent the Village of Poquott in the planning process, and assist with the preparation OF THE Village of Poquott annex to the Plan on behalf of the Village of Poquott which shall be reviewed and considered for adoption by the Board of Trustees of the Village of Poquott upon completion. ADOPTED this 14th day of August, 2008 at a meeting og the Board of Trustees of the Village of Poquott.

ACCESSORY APARTMENT LAW: Letter is ready to be sent to residents. The Building Department, with the help of P. Sverd, is to prepare permit package.

The Board feels it would only be able to expend \$1,500.00 for this Family Movie Night. C. Castillo to inform R. Kukta and to see if it could be done on this budget.

There was a discussion on encroachments on Village Property.

NIMS CERTIFICATION- The entire board needs to be certified. Ken Sundberg is trying to have a trainer come to the Village to certify the Board members.

We are experiencing curbside erosion problems on Chestnut Avenue, Van Brunt Manor Road, and Washington Street. C. Castillo to E-Mail Lois Mitchell to get a price for the repairs.

The June bill from Pristine Property Care is not approved and to be held until further notice.

CORRESPONDENCE-

Stony Brook University Grand Opening 9/4.

Leaders in Government Symposium 9/18.

PUBLIC COMMENTS-

A resident suggested a non-skid product for our front walkway. Response: It will be brought to the attention of the Building Inspector.

A resident recommended when replacing light bulbs to use the energy efficient bulbs. Response: We will look into purchasing energy efficient bulbs.

A resident recommended obtaining a quote from P & K Tree Service for tree maintenance. Response: We will obtain a quote from P & K Tree Service.

A resident explained the runoff of Blue Stone on Van Brunt Manor Road is a hazard. Response: This has been addressed.

A resident questioned whether property owners must contain the rain runoff from their driveways. Response: Most homeowners do not have a box drain at the end of the driveways therefore they are unable to contain the rain water.

07/24/2008 Board of Trustees Mtg

MINUTES OF THE JULY 24, 2008 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 Christine Vitkun, and Sandy Nicoletti. Also present was Village Attorney, Peter Sverd and 3 residents. Absent Carol Lane and Carol Castillo.

Motion to accept minutes of June 12th, 2008 with corrections was made by S. Nicoletti, seconded by C. Vitkun. Aye S. Nicoletti, C. Vitkun and B. Donovan. Nay 0.

Motion to accept minutes if June 26th, 2008 with corrections was made by S. Nicoletti, seconded by C. Vitkun. Aye S. Nicoletti, C. Vitkun and B. Donovan. Nay 0.

A motion was made by C. Vitkun seconded by S. Nicoletti to accept the bid from Port Jeff Fence to install a split rail fence around our leaching pond at California Park at a price of \$8.50 per foot. Aye C. Vitkun, S. Nicoletti and B. Donovan. Nay 0.

A motion to purchase 2 traffic vests, for our Public Safety officers, was made by C. Vitkun seconded by S. Nicoletti. Aye C. Vitkun, S. Nicoletti and B. Donovan. Nay 0.

A motion was made by S. Nicoletti, seconded by C. Vitkun to renew our contract with the Town of Brookhaven Highway Department for 2008/2009 Agreement for Snow Removal, Salt Sand and General Repairs. Aye C. Vitkun, S. Nicoletti and B. Donovan. Nay 0.

A motion was made to replace the damaged "No Sign" by S. Nicoletti seconded by C. Vitkun. Aye S. Nicoletti, C. Vitkun and B. Donovan. Nay 0.

A motion was made by C. Vitkun seconded by S. Nicoletti to adopt Local Law #3 of 2008 Regulating Accessory Apartments Within The Village of Poquott. Aye C. Vitkun, S. Nicoletti and B. Donovan. Nay 0.

REPORTS OF OFFICERS, COMMISSIONERS AND COMMITTEES

JOHN LANE-TREASURER-Motion to accept treasurer's report was made by C. Vitkun seconded by S. Nicoletti. Aye S. Nicoletti, C. Vitkun and B. Donovan. Nay 0.

CAROL CASTILLO-TRUSTEE FOR ROADS, ROADSIDES AND PARKS

CALIFORNIA PARK-reviewed checklist from Nelson, Pope & Voorhis LLC regarding work that still needs to be completed. A question arose whether the baseball field at California Park was to be regraded. Mayor's Memorial Park is scheduled to be regraded. D. F. Stone needs to be made aware that the baseball field also needs to be regraded and reseeded in the fall.

We are currently retaining \$23,000.00 for work that has been completed.

Obtained quotes for installing fencing around the leaching pond. Port Jeff Fence gave the best rate at \$8.50 per foot.

PUBLIC COMMENTS: Resident: There are dead trees on VanBrunt Manor Road. We are currently working on getting an estimate to have tree work done in the Village.

CHRISTINE VITKUN-TRUSTEE FOR FINANCE, WEBSITE & WASTE MANAGEMENT

WASTE MANAGEMENT-Linda Newfield to contact Maggio Sanitation Services, Inc. to see if they are able to do a leaf collection in the fall, using either leaf collection equipment or picking up leaves that are placed in bags.

It was recommended that we obtain a price from Pristine Property Care to see if they could clear the side of the road on Washington Street all the way to California Park. This could also eliminate debris going into our drains.

WEBSITE-Christine is currently compiling phone numbers that might be of benefit to our residents and placing them on our website.

PUBLIC COMMENTS: None.

CAROL LANE-TRUSTEE FOR ENVIRONMENT & SHORELINES

PUBLIC COMMENT: Resident asked what is happening with Broadwater: Response: It is very quiet, nothing new is happening.

SANDY NICOLETTI-TRUSTEE FOR PUBLIC SAFETY & VAN BRUNT MANOR PARK AND BEACH

NYPRIG solicitor came at about 9:30 PM and was very intimidating. Peter Sverd will do more research about the time the solicitor was in the Village and about asking for money

Ticket tracker computer program is working, and is useful to Public Safety.

MINUTES OF JULY 24, 2008 CONTINUED

Our employee handbook is being reviewed.

ATTORNEY: Escrow agreement will be forthcoming from National Grid. Once received B. Donovan to sign and return to Peter Sverd. To collect the portion due from LIPA we must forward to LIPA copies of our invoices and request payment of ½ the bill.

ENVIRONMENTAL ACTION COMMITTEE (LIPA) Kathy Matthews is trying to get a meeting together to discuss air quality monitoring.

BUILDING INSPECTOR: Will be obtaining prices to replace entrance walkway into Village Hall.

PLANNING BOARD: There will be no August meeting however, they are currently working on the Pyramid Law.

ZBA: No meeting in August.

VILLAGE HALL:

Justice Court Grant 2009: B. Donovan to complete grant request.

Simply Organized Solutions, Inc. Furniture for Village Hall was ordered on 7/15/08 and should arrive the beginning of August.

OTHER BUSINESS:

Accessory Apartment Law: Motion was made by C. Vitkun seconded by S. Nicoletti to adopt Local Law #3 of 2008 Regulating Accessory Apartments Within The Village of Poquott. Aye C. Vitkun, S. Nicoletti and B. Donovan. Nay 0.

NEW BUSINESS:

A motion made by C. Vitkun seconded by S. Nicoletti to accept Port Jeff Fence's bid to install a split rail fence around our leaching pond at California Park at a price of \$8.50 per foot. Aye C. Vitkun, S. Nicoletti and B. Donovan. Nay 0.

A motion was made to purchase 2 traffic vests for Public Safety by C. Vitkun seconded by S. Nicoletti. Aye C. Vitkun, S. Nicoletti and B. Donovan. Nay 0.

A motion was made by S. Nicoletti, seconded by C. Vitkun to renew our contract with the Town of Brookhaven Highway Department for 2008/2009 Agreement for Snow Removal, Salt Sand and General Repairs. Aye C. Vitkun, S. Nicoletti and B. Donovan. Nay 0.

A motion to replace damaged "No Sign" was made by S. Nicoletti seconded by C. Vitkun. Aye S. Nicoletti, C. Vitkun and B. Donovan. Nay 0.

Our new Commissioner of California Park, Rob Kukta, is trying to organize a family movie night at the park. More

information to follow.

No sealed bids for Cushman Scooter.

A 30 Day Special Parking permit will be issued on an individual basis to a non resident bringing a handicap resident to our park. Our resident must be at the park with the non resident.

CORRESPONDENCE:

Coram Fire Department is having a Emergency Preparedness Seminar 8/11/08.

SCOVA is having a meeting on the Watermark (a sail and dinner) in Greenport on 8/20/2008.

Beacon Wireless Management, LLC informing the Village on the value of putting a wireless facility on municipal property.

PUBLIC COMMENTS:

Resident inquired why we haven't considered putting a cell tower on Village property. Response: Residents have not been receptive in the past but it can be considered.

Resident: Are apartments grandfathered? Response: No, the resident owner must apply and be approved for an apartment.

Motion to adjourn was made by C. Vitkun at 9:20 P.M.

07/10/2008 Board of Trustees Mtg

MINUTES OF THE JULY 10, 2008 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, Christine Vitkun and Sandy Nicoletti. Also present was Village Attorney Peter Sverd and 13 Residents.

Open Public Hearing 7:00 P.M.-A Local Law Regulating Accessory Apartments Within The Village of Poquott.

Open to the Village Board for Discussion.

No Comments.

Village Attorney: The purpose of the proposed law is to give the Village a mechanism to legalize apartments. To ensure the health, safety and welfare of the residents of the Village, as well as those who occupy apartments within the Village. To make sure they meet current Building and Fire Codes. It also establishes an Apartment Review Board.

Resident: If Poquott is zoned as single family dwelling, how have apartments existed in the past? Response: The illegal apartments would have to been brought to the attention of the Village Board. It was difficult to obtain a signed affidavit from a neighbor reporting the illegal apartment. Therefore it was difficult to enforce.

Resident: How does this affect our school district? Response: Minimum effect on the school district. Proposed law allows only two persons per bedroom.

Resident: How many apartments are allowed? Response: Only 5% of the homes in each district are allowed to have apartments.

Resident: With an increase in people will it increase their taxes? Response: There is no increase in taxes by increasing the number of people in a home. If they renovate that would increase the taxes.

Resident: What is the need for this law? Response: Safety, to protect residents and the renter. The law does not prohibit it regulates; it needs to be enforced by our codes.

Resident: Are all existing apartments grandfathered? Response: No, existing apartment owners must apply for the permit and if they meet the requirements will be approved even if they exceed the 5% minimum for their zoning

district during initial grace period.

Resident: Will the Board limit the lease? Response: This is not about the lease it is about the apartment.

Resident: If you are unable to enforce illegal apartments now, how will this law help you enforce the law? Response: Residents obeying the law will assist in enforcement

Resident: What about changing the % of apartments. Response: The law can always be amended.

Resident: What happens if the 5% is reached? Response: The permit would be denied, if it is past the initial grace period.

Resident: Planning Board recommendation for Section 9 item A the initial period should be one year not three. Response: It will be corrected.

Resident: Is the proposed Accessory Apartment Law pertaining to the primary building? Response: Yes

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

OPEN GENERAL MEETING 7:40 P.M.

Motion was made by C. Lane, seconded by C. Castillo to approve the request from Michael Wuertz to have an event at California Park on July 19, 2008. Aye C. Lane, C. Castillo, C. Vitkun, S. Nicoletti and B. Donovan. Nay 0.

Motion was made by S. Nicoletti, seconded by C. Vitkun to approve the request from Valeri Fine to have an event at California Park on July 22, 2008. Aye S. Nicoletti, C. Vitkun, C. Castillo, C. Lane and B. Donovan. Nay 0.

Motion was made by C. Castillo, seconded by C. Lane to increase the salary of Maureen Kirk from \$8.50 to \$10.00 effective 7/14/08. Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun and B. Donovan. Nay 0.

Appointments: Rob Kukta has accepted the position as Commissioner of California Park.

Building Department: The new roof on Village Hall has been completed.

California Park: Chick Voorhis of Nelson, Pope and Voorhis LLC is going to make a check list of items that still need to be completed at California Park. In addition, we have asked him to

MINUTES OF JULY 10, 2008 CONTINUED

look at the end of the boat ramp a resident feels the rocks at the end of the boat ramp could damage an inflatable boat. Another resident feels the boat ramp is too narrow so we have asked him address that concern. A resident at 70 Washington Street is not pleased with the restoration of his lawn that was damaged during the project.

Other Business: The office organizer is to meet with the Village Clerk on 7/15 to order our new furniture and coordinate the installation of the furniture, new phone system, and moving existing computer wiring.

C. Castillo to meet with Pristine Property Care on 7/12/08 at 8:30 A.M. to review work that has not been completed.

New Business: Accessory Apartment Law to be table to the 7/24/08 meeting.

SCWA will do the backflow prevention testing for the Village.

NYPRIG -Peter to respond to a letter we received regarding their solicitation in the Village.

PERMITS: A motion was made by C. Lane, seconded by C. Castillo to approve a request for Michael Wuertz to have an event at California Park on July 19, 2008. Aye C. Lane, C. Castillo, C Vitkun, S. Nicoletti, and B. Donovan. Nay 0.

A motion was made by S. Nicoletti, seconded by C. Vitkun, to approve a request for Valeri Fine to have an event at California Park on July 22, 2008. Aye C. Castillo, C. Lane, C. Vitkun S. Nicoletti and B. Donovan. Nay 0.

Correspondence: A Justice Grant is available again; requests must be completed by August 31, 2008.

Public Comments:

Resident: New signs are very nice, but some were not done. Response: More signs will be forthcoming.

Resident: Tree removal is needed on Van Brunt Manor Road and Bayberry Court. Response: This will be looked into.

Resident: Overgrowth on the west side of Van Brunt Manor Rd from Wells Lane to Shore Road needs to be trimmed. Response: We will contact the Town of Brookhaven.

Resident: The ramp at California Park needs to be wider. Response: Already discussed.

Resident: Rocks wash onto ramp.

Resident: Line edge of ramp to prevent rocks washing onto the ramp. Dr. Appisson to call our Engineer to discuss the problems with the ramp at California Park.

Resident: Is the Sump going to be fenced? Response: The bio retention is to be fenced.

Resident: Is the work completed? The work is not completed

Motion to go Executive Session at 8:30 P.M. to discuss a Personnel issue was made by C. Castillo seconded by C. Lane. Aye C. Castillo, C. Lane, C. Vitkun, S. Nicoletti and B. Donovan. Nay 0.

Return from Executive Session at 8:35 P.M.

Motion was made by C. Castillo, seconded by C. Lane to increase the salary of Maureen Kirk from \$8.50 to \$10.00 effective 7/14/2008. Aye C. Castillo seconded by C. Lane, S. Nicoletti, c. Vitkun and B. Donovan. Nay 0.

Adjourned at 8:45 P.M. by C. Lane.

07/07/2008 Board of Trustees Mtg

MINUTES OF THE JULY 7, 2008 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 one resident.

The Clerk swore in Mayor B. Donovan and Trustees S. Nicoletti and C. Vitkun.

APPOINTMENTS

The Mayor requested approval on the following appointments:

Deputy Mayor---Carol Lane

Treasurer---John Lane

Village Clerk---Eileen Harvey

Deputy Clerk---Joseph Newfield

Vital Statistics Registrar---Kathy Matthews

Vital Statistics Deputy Registrar---Eileen Harvey

Zoning Board of Appeals---Karen Sartain 5 year term-Kathy Matthews, alternate member

Planning Boards---John Robinson 7 year term—Jessica Zanca, alternate member

Acting Justice---Ron Lavita

Appointments approved on a motion by C. Vitkun, seconded by C. Lane, Aye C. Vitkun, C. Lane, C. Castillo, S. Nicoletti and B. Donovan, Nay 0.

COMMISSIONERS

The Mayor requested approval of the following appointments:

ENVIRONMENT---Richard Parrish

HARBOR & MOORING---John Lane

ROADSIDES---TBD

ROADS---Lois Mitchell

BEACHES & PARKS

California---Rob Kukta

Walnut---John Richardson

Van Brunt---John Lane

Trustees---Ted Masters

EMERGENCY PREPAREDNESS---Ken Sundberg

WASTE MANAGEMENT---Linda Newfield

Appointments approved on a motion by S. Nicoletti, seconded by C. Vitkun, Aye S. Nicoletti, C. Vitkun, C. Castillo, C.

Lane and B. Donovan, Nay 0.

RESOLUTIONS

BONDING-RESOLVED by the Board of Trustees 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 notice is made or given, and that in the event the fourth Thursday is a legal holiday, the meeting for that month shall be on the following Thursday; except for the month of November, 2008 and December 2008 at which time the regular meetings will be held on the Third Thursday of that 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 media of every non scheduled meeting of the Board.

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

ORGANIZATION MEETING-resolved that the 2009 Organizational meeting of the Village of Poquott shall be held on July 6, 2009 at 7:00 P.M.

OFFICIAL PROCEDURE-RESOLVED that Robert Rules of Order are hereby adopted as the rules of procedure for the Board of Trustees to the extent that 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 the Village residents in the

MINUTES OF JULY 7, 2008 CONTINUED

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's needs.

E-MAIL-RESOLVED that the Open Meeting 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 and time changes and to notify of inability to attend a meeting.

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

c) E-Mail must be preserved in a 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 2008-2009.

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 forty-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 the 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". Name will not be included.

GATHERING ON VILLAGE PROPERTY-RESOLVED that the Board of Trustee does a) hereby determine that accessibility to beach and park areas are open to all villagers individually and to all villagers with non resident guests numbering more 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 the amount of \$150.00 in cash or check for cleanup and or repair that will be refunded within seven (7) work days if the

Parks Commissioner determine 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 resident and their guests abide by all Village Laws including, but not exclusive to, noise level, vehicle speed and parking and public nuisance.

b) that all parks are closed two (2) hours after dusk or at the discretion of the Board of Trustees.

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 the Village parks shall be permitted as directed by the Board of Trustees. Any vehicle obstructing the plowing of or the cleaning 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

MINUTES OF JULY 7, 2008 CONTINUED

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 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 BANK AND DEPOSITORIES-RESOLVED that the official bank and depositories for the Village of Poquott are as follows:

HSBC BANK USA, NA

MBIA CLASS

Subject to the review of appropriate documentation from each bank, by the Village Attorney and Treasurer.

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.

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 whereas an applicant for a Zoning Board of Appeals hearing is required to mail notices to affect residents and circumstances arise, whereas the applicant is not at fault the Village Clerk is approved for the expense of mailing said notifications.

RESOLVED that in an 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 the closure will do so at their own risk.

All 24 resolutions are adopted by the Board of Trustees on a motion by C. Castillo, seconded by C. Lane, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun and B. Donovan, Nay 0.

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

Village Attorney, Peter Sverd

Village Engineers- Nelson Pope & Voorhis, LLP

Village Auditors- R.S. Abrams & Co., LLP

Village Bookkeeper- Small Business Management Solutions

Cleaning Services- Big Yank Cleaning Services

Lawn Services- J & L Sprinklers

MINUTES OF JULY 7, 2008 CONTINUED

Building Inspector- Salvatore Alessi

All hires were approved on a motion by S. Nicoletti, seconded by C. Vitkun, Aye S. Nicoletti, C. Vitkun, C. Castillo, C. Lane and B. Donovan, Nay 0.

The meeting adjourned at 8:00 P.M. on a motion by C. Lane.

06/26/2008 Board of Trustees Mtg

MINUTES OF THE JUNE 26, 2008 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, Sandy Nicoletti and Christine Vitkun. Also present was Village Attorney Peter Sverd and 3 residents.

Motion to accept minutes of 5/8/2008 as written was made by C. Castillo seconded by C. Lane. Aye C. Castillo, C. Lane, S. Nicoletti, Christine Vitkun and B. Donovan. Nay 0.

Motion to accept minutes of 5/22/08 with corrections was made by C. Castillo seconded by C. Lane. Aye C. Castillo, C. Lane, Christine Vitkun, S. Nicoletti and B. Donovan. Nay 0.

Motion to accept the Stormwater Annual Report was made by C. Lane, seconded by C. Castillo. Aye C. Lane, C. Castillo, C. Vitkun, S. Nicoletti and B. Donovan. Nay 0.

Motion to appoint Eileen Harvey as Deputy Registrar of Vital Statistics by C. Castillo, seconded by C. Lane. Aye C. Castillo, C. Lane, C Vitkun, S. Nicoletti and B. Donovan. Nay 0.

Motion to go to Executive Session was made by C. Lane, seconded by C. Castillo. Aye C. Lane, C. Castillo. S. Nicoletti, C. Vitkun and B. Donovan. Nay 0.

OPEN PUBLIC HEARING ON STORMWATER ANNUAL REPORT AT 7:15 P.M.

An overview of the report was given by Carrie O' Farrell of Nelson Pope & Voorhis LLC. The Village continues to educate and inform residents thru their newsletter and programs of the impact of Stormwater pollution.

The Village has passed Local Law #4 of 2007, A Local Law Regulating Illicit non-Stormwater discharges within the Village of Poquott and Local Law #3 of 2007, A Local Law Regulating Erosion and Sediment Control within the Village of Poquott.

Carol Lane felt item number 3 on page 11 of the report should be yes. After discussion it was agreed that the response should be yes.

A resident asked if the drains are preventing the discharge into the harbor. Response: Yes.

A resident inquired, should the water be gathering on the black top? Response: No, there are issues that are still being work on.

Engineers will do the new mapping of the drains.

Carrie O'Farrell and our Attorney Peter Sverd to converse regarding our the section of our law regarding activities requiring water quantity and water quality controls.

Closed our Public Hearing at 7:45 P. M. on a motion by C. Castillo, seconded by C. Lane, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun and B. Donovan. Nay 0.

Motion to accept Stormwater Annual Report was made by C. Lane, seconded by C. Castillo, Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun and B. Donovan. Nay 0.

REPORT OF OFFICERS, COMMISSIONERS AND COMMITTEES

JOHN LANE-Treasurer-

Clerk to clarify if the \$12,110.00 listed in A270 is an error.

Motion to accept Treasurer's report was made by C. Vitkun, seconded by S. Nicoletti. Aye C. Vitkun, S. Nicoletti, C. Castillo, C. Lane and B. Donovan. Nay 0.

Public Comments-None

CAROL CASTILLO-TRUSTEE FOR ROADS, ROADSIDES AND PARKS

Port-A- Lav's have been placed at all three parks, however they do not seem to be as new as the ones we have had in previous years. In addition the Port-A-Lav located behind Village Hall for Trustees Park should be moved to a different location, more in the open. The Clerk to call Don Patanjo Port-A-Lav to replace existing lavatories with newer lavatories, move the lavatory at Village Hall and find out about handicap accessible lavatories.

Carol is looking into obtaining cigarette containers for the discarded butts at our beaches.

The dedication for the Steve Matthew's Preserve is taking place at California Park on Saturday June 28, 2008 from 2 P.M. to 5 P.M. B. Donovan to speak to Kathy Matthews about receiving a copy of the insurance needed for events. The yellow tape has been removed from California Park and Mayors Park except by the Bio- retention area. The beach grass does not look like it is taking.

The beach guards should start clearing the boat ramp of sand as part of their shift.

Public Comments-None

MINUTES OF JUNE 26 2008 CONTINUED

CHRISTINE VITKUN-TRUSTEE FOR FINANCE, WEBSITE & WASTE MANAGEMENT

Updated changes for our website have been sent to Frank at Stafford Associates.

Several complaints have been made that the garbage company is not picking up everything. Complaints are forwarded to Linda Newfield and each is addressed with Maggio's Sanitation Company. Linda to see if the sanitation company could do a leaf collection in the fall and what the cost would be.

Public Comments-Resident is pleased with the service they receive from the sanitation company.

CAROL LANE-TRUSTEE FOR ENVIRONMENT & SHORE LINES

Stormwater Phase II-Annual report adopted. A new drain map and outflow map to be prepared.

Public Comments- None

SANDRA NICOLETTI-TRUSTEE FOR PUBLIC SAFETY & VAN BRUNT MANOR PARK AND BEACH

The full time beach guards to start next weekend.

A Resident is looking to have an event at California Park on July 19, 2008. The Clerk to check with the resident to make sure he is aware of the condition of the park before approval is given.

Public Comments: None

Attorney:

We are close to finalizing the documents to obtain the funds from National Grid.

Building Inspector:

Obtained several quotes for the renovations at Village Hall, A-1 Roofing gave the best price \$4,500.00 for Village Hall, \$1,500.00 for the second building at Village Hall, and fix the siding on Village Hall. If any of the plywood on the roof is rotted that cost to replace the plywood would be an extra \$80.00 per sheet.

Motion was made to remove and replace the existing roof on Village Hall for \$4,500.00, replace the roof on the second building for \$1,500.00, fix the siding for a cost up to \$500.00 and replace any rotted plywood for \$80.00 per sheet by C. Vitkun, seconded by S. Nicoletti, Aye C. Vitkun, S. Nicoletti, C. Castillo, C. Lane and B. Donovan. Nay 0.

Planning Board: Meeting is scheduled for July 14, 2008.

Zoning Board of Appeals: No meeting is scheduled.

Village Hall: Simply Organized Solutions, Inc. Lorraine Kimmey is meeting with the Clerk on July 15, 2008 to coordinate the ordering the furniture for the Clerks office, the new phone system and installation of the new computer.

Other Business:

Accessory Apartment Law-Public Hearing is scheduled for July 10, 2008.

New Business

Motion to appoint Eileen Harvey as Deputy Registrar of Vital Statistics was made by C. Castillo, seconded by C. Lane. Aye C. Castillo, C. Lane, S. Nicoletti, C. Vitkun and B. Donovan. Nay 0.

Correspondence: Village of Port Jefferson is having their Harborfront Park ribbon cutting on July 4th at noon.

Public Comments:

The new furniture is more resident friendly.

Motion was made at 9:10 P.M. to go into Executive Session to discuss a Personnel issue and a Resident complaint by C. Lane, seconded by C. Castillo. Aye C. Lane, C. Castillo, S. Nicoletti, C. Vitkun and B. Donovan. Nay 0.

Executive Session was adjourned at 9:25 P.M. by C. Lane.

General Meeting adjourned at 9:30 P.M. by C. Lane.

06/12/2008 Board of Trustees Mtg

MINUTES OF THE JUNE 12, 2008 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 and Christine Vitkun. Also present was Village Attorney Peter Sverd and 3 residents. Absent was Sandy Nicoletti.

A motion was made by C. Lane seconded by C. Vitkun to expense up to \$1,200.00 for the services of Simply Organized Solutions, Inc. Aye C. Lane, C. Vitkun, C. Castillo and B. Donovan. Nay 0.

A motion was made by C. Lane seconded by C. Vitkun to purchase new furniture for the offices in Village Hall for a cost up to \$3,200.00. Aye C. Lane, C. Vitkun, C. Castillo and B. Donovan. Nay 0.

A motion was made by C. Lane seconded by C. Vitkun to purchase a new computer, printer, automatic backup system and installation for a cost up to \$2,000.00. Aye C. Lane, C. Vitkun, C. Castillo and B. Donovan. Nay 0.

A motion was made by C. Lane seconded by C. Castillo to appoint Kathy Matthews as alternate member of the Zoning Board of Appeals. Aye C. Lane, C. Castillo, C. Vitkun and B. Donovan. Nay 0.

A motion was made by C. Lane seconded by C. Castillo to appoint Eileen Harvey as Vital Statistic Deputy. Aye C. Lane, C. Castillo, C. Vitkun and B. Donovan. Nay 0.

A motion was made to move \$100,000.00 from our savings account at HSBC Bank to our MBA Class account by C. Castillo seconded by C. Lane. Aye C. Castillo, C. Lane, C. Vitkun and B. Donovan. Nay 0.

A motion was made by C. Castillo seconded by C. Lane to expense \$1,000.00 to Exterior Construction LLC for the repairs needed at Trustees Park. Aye C. Castillo, C. Lane, C. Vitkun and B. Donovan. Nay 0.

A motion was made by C. Castillo seconded by C. Lane to expense \$1,400.00 to Exterior Construction LLC for the repairs needed at Trustees Park. Aye C. Castillo, C. Lane, C. Vitkun and B. Donovan. Nay 0.

A motion was made by C. Castillo seconded by C. Lane to expense \$200.00 for a dumpster needed for the repairs at

Trustees Park. Aye C. Castillo, C. Lane, C. Vitkun and B. Donovan. Nay 0

APPOINTMENTS:

Kathy Matthews has been appointed as the alternate member of the Zoning Board of Appeals. Eileen Harvey has been appointed as Vital Statistic Deputy.

BUILDING DEPARTMENT:

Sal Alessi has obtained the quotes for repair or replacement of the roof at Village Hall. The building inspector is to check 47 Chestnut Avenue to verify that no one is living at the residence as a certificate of occupancy has not been issued.

OTHER BUSINESS:

CALIFORNIA PARK:

Sal Alessi is to check the run off from the construction being done at 47 Chestnut Avenue to see that construction debris is not entering the street and hindering the flow of water to the newly installed drains. Mayors Memorial Park still needs to be re-graded. The striping in the parking will be done shortly; they need to wait until a month after the paving was completed. Carol Lane is to set an appointment with Carol DeSilva from Nelson, Pope and Voorhis to make sure we received the correct plantings. Village Clerk is to contact Bill Thomas of D F Stone to verify that they have removed the sand from the boat ramp.

THREE VILLAGE TRUST DEDICATION:

Is scheduled from 2:00 P.M. to 5:00 P.M. on 6/28/08. Rain date is 6/29/08.

STORMWATER ANNUAL REPORT:

Our open hearing is scheduled for 6/26/08. Carrie O'Farrell from Nelson, Pope and Voorhis will be attending to

answer any questions.

MINUTES OF JUNE 12, 2008 CONTINUED

APARTMENT LAW:

Reviewed the proposed Apartment Law and it was decided that a public hearing will be held on July 10, 2008.

NEW BUSINESS:

A motion was made by C. Lane seconded by C. Vitkun to expense up to \$1,200.00 for the services of Simply Organized Solutions, Inc. Aye C. Lane, C. Vitkun, C. Castillo and B. Donovan. Nay 0.

A motion was made by C. Lane seconded by C. Vitkun to purchase new furniture for the offices in Village Hall for a cost up to \$3,200.00. Aye C. Lane, C. Vitkun, C. Castillo and B. Donovan. Nay 0.

A motion was made by C. Lane seconded by C. Vitkun to purchase a new computer, printer, automatic backup system and installation for a cost up to \$2,000.00. Aye C. Lane, C. Vitkun, C. Castillo and B. Donovan. Nay 0.

A motion was made by C. Lane seconded by C. Castillo to appoint Kathy Matthews as the alternative member of the Zoning Board of Appeals. Aye C. Lane, C. Castillo, C. Vitkun and B. Donovan. Nay 0.

A motion was made by C. Lane seconded by C. Castillo to appoint Eileen Harvey as Vital Statistic Deputy. Aye C. Lane, C. Castillo, C. Vitkun and B. Donovan. Nay 0.

A motion was made to move \$100,000.00 from our savings account at HSBC Bank to our MBA Class account by C.

Castillo seconded by C. Lane. Aye C. Castillo, C. Lane, C. Vitkun and B. Donovan. Nay 0.

A motion was made by C. Castillo seconded by C. Lane to expense \$1,000.00 to Exterior Construction LLC for the repairs needed at Trustees Park. Aye C. Castillo, C. Lane, C. Vitkun and B. Donovan. Nay 0.

A motion was made by C. Castillo seconded by C. Lane to expense \$1,400.00 to Exterior Construction LLC for the repairs needed at Trustees Park. Aye C. Castillo, C. Lane, C. Vitkun and B. Donovan. Nay 0.

A motion was made by C. Castillo seconded by C. Lane to expense \$200.00 for a dumpster needed for the repairs at Trustees Park. Aye C. Castillo, C. Lane, C. Vitkun and B. Donovan. Nay 0.

The resident at 81 Van Brunt Manor Road was given a warning for growth that has gone past the curb into the road. He feels the bushes are on Village property and should be maintained by the Village. C. Castillo to contact our landscaper to have them to trim back this area.

The resident at 18 Chestnut Avenue would like to subdivide her property to build a second home. She was instructed to present her request to the Planning Board.

A motion was made to expand the dinghy rack at California Beach and Walnut Beach by C. Castillo seconded C. Lane. Aye C. Castillo, C. Lane, C. Vitkun and B. Donovan. Nay 0.

Motion to adjourn was made by C. Lane at 9:25 P.M.

03/27/2008 Board of Trustees Mtg

MINUTES OF THE MARCH 27, 2008 MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF POQUOTT
HELD AT THE VILLAGE HALL AT 7:00 P.M.

Present Mayor Barbara Donovan, Trustees: Sandy Nicoletti, Christine Vitkun, Carol Castillo and Carol Lane. Also present was Village Attorney, Peter Sverd and 2 residents.

Minutes of February 14, 2008 were accepted with corrections motioned by C. Lane seconded by C. Castillo. Aye C. Lane, C. Castillo, S. Nicoletti, C. Vitkun and B. Donovan. Nay 0.

Minutes of February 28, 2008 were accepted with corrections motioned by S. Nicoletti seconded by C. Lane. Aye S. Nicoletti, C. Lane, C. Vitkun, C. Castillo and B. Donovan. Nay 0.

Motion made by C. Vitkun seconded by C. Lane to place proposed budget into local paper. Aye C. Vitkun, C. Lane, S. Nicoletti, C. Castillo and B. Donovan. Nay 0.

REPORTS OF OFFICERS, COMMISSIONERS AND COMMITTEES

JOHN LANE-TREASURER: The treasurer's report accepted as read motioned by C. Lane seconded by S. Nicoletti. Aye C. Lane, S. Nicoletti, C. Vitkun, C. Castillo and B. Donovan. Nay 0. Obtain clarification from Natalie our bookkeeper why we have a negative number for A1200. Account Receivable.

BUDGET: A motion was made by C. Vitkun seconded by C. Lane to place the proposed budget into the local paper. Aye C. Vitkun, C. Lane, S. Nicoletti, C. Castillo and B. Donovan. Nay 0. A suggestion was made that the increase in taxes should go directly into a reserve fund. .

Comments: None.

CAROL CASTILLO-TRUSTEE FOR ROADS, ROADSIDES AND PARKS: PARKS: We are in the process of renewing

the landscaping contract with Pristine Property Care, original contract was for \$8,745.00 the new contract will have a 5% increase.

A day for spring clean-up is to be scheduled soon; it may correspond with Earth Day.

ROADS: Public Safety will be doing their pothole survey. Please e-mail public safety supervisor with any information on location of potholes in the village.

SIGNS: Carol will make a list of any signs that are in need of repair.

Comments: The Village Clerk is to see if the work on Sharon and Van Brunt is completed, or when it is expected to be completed. The Board has concerns as to the roadway being restored and that there will be no problems with the roadway with regard to the pipe that was disturbed.

CHRISTINE VITKUN-TRUSTEE FOR FINANCE, WEBSITE & WASTE MANAGEMENT:

GENERAL CODE: Reviewed E-Code Appending. Any new laws approved during the year will be filed as E-Code appending and then once a year integrated into our General Code.

WEBSITE: Two new e-mails have been added, safetysupt@poquott.org and building@poquott.org .

Any changes to the building permit needs to be given to Richard Parrish as he has the PDF file.

Comments: None

CAROL LANE-TRUSTEE FOR ENVIRONMENT & SHORE LINES:

STORMWATER: Report is due in June.

DRAINS: Bob Fikar is checking the drains.

HARBOR AND MOORINGS: A meeting of the Harbor Commission is scheduled for Thursday April 3, 2008 to discuss the required 1,000 lb mooring requirement for rafted boats.

Minutes of March 27, 2008 continued

BROADWATER: A letter to be sent from our Village Officials to Governor Paterson regarding our concerns against Broadwater.

Comments: None.

SANDY NICOLETTI-TRUSTEE FOR PUBLIC SAFETY & VAN BRUNT MANOR PARK AND BEACH

PUBLIC SAFETY: We have hired Ray Kiernan as a Public Safety Officer.

EMERGENCY PREPAREDNESS: Nothing

VAN BRUNT MANOR PARK AND BEACH: Will have the sign cleaned again.

SPECIAL EVENTS PERMITS: A resident is requesting a special event permit for California Park on 7/5/08. It is a holiday weekend; the resident must pick another day.

Comments: None

OTHER BUSINESS

California Park Project Update: Clerk to call D F Stone to see when work at California Park will resume.

Washington Street Project Update: No new status on the retest, we still have performance bond on file.

Van Brunt Manor Road Project Update. Nothing new.

Building Inspector: 2 Permits approved, 1 pending, and 1 decline.

Planning Board: Our March meeting was cancelled.

Zoning Board of Appeals: Trying to schedule a meeting for April.

Accessory Apt Law: Table until April 10, 2008.

Suffolk Sewer Summit Meeting: Mayor Donovan attended the Suffolk Sewer Summit meeting. Stony Brook University, Village of Patchogue and other villages with downtown commercial areas would benefit from sewers. Mayor Donovan will keep the village informed with updates.

NEW BUSINESS

Justice Court Grant: New surveillance cameras and motioned detectors will be installed April 4, 2008 by Eye on You.

The wall mural in Village Hall to be completed by Joanne Nichols.

Sal Alessi our building inspector will be doing an inspection of Village Hall regarding necessary repairs.

Christine Vitkun and Sandy Nicoletti to review engineering cost once prices are received from proposed vendors.

Adjournment 9:15 motioned by C. Lane

03/13/2008 Board of Trustees Mtg

MINUTES OF THE MARCH 13, 2008 MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF POQUOTT
HELD AT THE VILLAGE HALL AT 7:00P.M.

Present: Mayor Barbara Donovan, Trustees: Carol Lane, Carol Castillo, Sandy Nicoletti and Christine Vitkun. Also present was Village Attorney Peter Sverd, Public Safety Supervisor Bob Fikar and 5 residents.

PUBLIC HEARING: 7:00 P.M.

Village Clerk read proposed Local Law NO. 2 Year 2008 titled: A LOCAL LAW AMENDING CHAPTER 64 OF THE CODE OF THE VILLAGE OF POQUOTT, GOVERNING THE SITING OF DOCKS AND WHARVES.

Open to the Board for discussion. No discussion

Comments: None

Open to the Public:

Resident asked what is the board looking to accomplish with this change in the law? Response: If approved the final decision for a permit will rest with the planning board, you will no longer be able to obtain a variance.

Resident asked if the decision on the proposed law could be tabled until he could research the effect of this change with regard to his property. Response: No.

Resident asked if there are any docks currently located in the village. Response: Yes we do have several docks in the village; also any pending applications will be grandfathered.

Resident stated that when he purchased his water front property he thought he might put in a dock, but he is not sure if that will come about, but thought this proposed law would affect his value. Response: If you meet the current standards, this amendment will not affect you.

CLOSE PUBLIC HEARING: Motioned by C. Lane, seconded by C. Vitkun.

GENERAL MEETING CALLED TO ORDER 7:25P.M.

Motion to approved Local Law No.2 Year 2008. A LOCAL LAW AMENDING CHAPTER 64 OF THE CODE OF THE VILLAGE OF POQUOTT, GOVERNING THE SITING OF DOCKS AND WHARVES by C. Lane, seconded by S. Nicoletti. Aye C. Lane, S. Nicoletti, C. Vitkun, C. Castillo and B. Donovan. Nay 0.

Motioned to accept Local Law No. 2 Year 2008, A Local Law amending chapter 64 of the code of the Village of Poquott, governing the siting of docks and wharves by C. Lane, seconded by S. Nicoletti. Aye C. Lane, S. Nicoletti, C. Castillo, C. Vitkun and B. Donovan. Nay 0.

BUDGET: Changes that were discussed at the prior meeting have been implemented to the budget and it now reflects a surplus of \$2,785.00.

OTHER BUSINESS:

Greenspace: A sign will probably be placed on 25A. The sign will read: Stephen D. Matthews, Nature Preserve, Three Village Community Trust (with their logo). Kathy Matthews will be the project manager of the land. She will also be going to Albany for some education seminars to help her with her responsibilities as Project Manager of this property.

Celebration/Dedication Request: The capital trust is looking to do a dedication celebration and wanted to sell tickets. Maybe we could combine the greenspace dedication with the dedication of California Park. No tickets would be sold but a donation would be fine. This needs to be discussed at a later date.

California Park: Clerk to call D.F. Stone about potholes on Chestnut Avenue that need to be mended.

Minutes of March 13, 2008 continued

Washington Street Project: Still waiting for A. Ulliano & Sons to supply the results of the Windsor test of the concrete curbing. We still have the performance bond on this project.

Van Brunt Manor Stormwater Project: An extension of five years has been implemented. Stormwater Annual Report to be prepared by Carrie O'Farrell of Nelson Pope & Voorhis.

Town of Brookhaven Intermunicipal Grant Status: Nothing

Court Grant: The grant has been approved for \$13,683.99.

NEW BUSINESS

Clerk to call LIPA regarding damage to roadway on Silver Beach Ct. Roadway has been repaired once but is settling and has missing and damaged Belgium Block.

Carol Lane and Mayor Donovan to meet on March 27th with security company regarding installation of surveillance cameras and motion detectors for village hall.

Public Safety to supply a wish list with prices for items needed.

Clerk to contact D.F. Stone to set up a time they will open the gate to have the tree removed at California Park by Norse Tree Service.

Remind the Planning Board of their 4 hours of required training. They should check with NYCOM.

Public Safety: Street light survey is done in April. A new public safety officer was hired. Public safety officers need to be certified every two years.

PUBLIC COMMENTS:

A resident inquired what is the line on the budget titled Poquott Beautification used for? Response: Tree removal, maintenance and landscaping.

A resident inquired as to when the light bulbs will be replaced in the street lights that are currently not working and the exposed wires covered. The Board was unaware of non working street lights. Public Safety does a quarterly survey, but residents should notify the village of any non-working lights. The appropriate department will look into the lights and the exposed wires.

A resident informed the board that the sign at Shore Road and Van Brunt is illegible.

A resident inquired whether the trails are open at the Greenspace. Response: There are no trails.

A resident asked if there was there any information regarding the recent break-in at a residence. Response: No.

Adjournment 8:30 P.M. motioned by C. Lane

02/28/2008 Board of Trustees Mtg

MINUTES OF THE FEBRUARY 28, 2008 MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF POQUOTT HELD AT THE VILLAGE HALL AT 7:00 P.M.

Present Mayor Barbara Donovan, Trustees Carol Lane, Carol Castillo and Sandy Nicoletti. Also present was Village Attorney Peter Sverd and 3 residents. Absent Christine Vitkun.

Minutes of January 10, 2008 accepted with corrections motioned by C. Castillo seconded by C. Lane. Aye C. Lane, C. Castillo, S. Nicoletti and Mayor Donovan. Nay 0.

Minutes of January 24, 2008 accepted with corrections motioned by C. Castillo seconded by C. Lane. Aye C.Lane, C. Castillo, S. Nicoletti and Mayor Donovan. Nay 0.

Motion to pay NYCOM 2008/2009 with 2% increase in dues when bill is received in the amount of \$685.00 by C. Lane seconded by S. Nicoletti. Aye C. Lane, S.

Nicoletti, C. Castillo and Mayor Donovan. Nay 0.

Motion made by C. Castillo to accept the \$10.00 increase of Village Attorney's

fee from \$135.00 to \$145.00 per hour effective 6/1/08, seconded by C. Lane.

Aye C. Castillo, C. Lane, S. Nicoletti and Mayor Donovan. Nay 0.

Motion made by C. Castillo to accept the \$20.00 increase of Village

Prosecutor's fee from \$125.00 to \$145.00 per shift effective 6/1/08, seconded by

C. Lane. Aye C. Castillo, C. Lane, S. Nicoletti and Mayor Donovan. Nay 0.

REPORTS OF OFFICERS, COMMISSIONERS AND COMMITTEES:

John Lane-Treasurer: Street cleaning and street maintenance to be combined into one item. Obtain verification of \$1300.00 item posted to Contingency.

Change title of Treasurer's office to Accounting office.

Motion to accept Treasurer's report by C. Castillo seconded by S. Nicoletti. Aye C. Castillo, C. Lane, S. Nicoletti and Mayor Donovan. Nay 0.

BUDGET: Break down wages of Clerk, deputy clerk and clerical.

Have parks listed separately but with a grand total of all parks.

Reduce the following categories: California Park capital expense by \$29,500, street maintenance by \$5000.00 and contingency by \$5,000.00.

Carol Castillo-Trustee for Roads, Roadsides and Parks

CALIFORNIA PARK: The Clerk was asked to verify that it was an employee of DF Stone at the sight recently and advise DF Stone to notify the Village Clerk should they plan to be on site.

ROADSIDES: Norse Tree Service, Inc. has been call to trim some dead branches and trees on Birchwood Avenue.

TRUSTEES PARK/WALNUT PARK: New locks were installed at Trustee and Walnut Park.

Comments: A resident thanked the village for the quick response in removing the leaning tree on Birchwood Avenue.

Christine Vitkun-Trustee for Finance, Village Hall

GENERAL CODE: Mayor Donovan when attending the Legislative Conference spoke to a representative from General Code about the high costs we were incurring. Per the instructions of Elizabeth Mistretta we are to do "E-Code Appending" for newly approved laws. There is no cost to the village for this service, then once a year we would update our code book.

Comments: None

Carol Lane-Trustee for Environment & Shore Lines

STORMWATER PHASE II: Carrie O'Farrell to have a conference call with Sal Alessi and Maureen Kirk regarding the responsibility of the Building Department for construction runoff. We also need to complete as many of the requirements before the March 8, 2008 report deadline.

HARBOR AND MOORING: Discussion on shellfish sanctuary, village will not supply a letter of approval for David Johnson. Mayor Donovan suggested she walk the beach with Roger Flood to be shown the actual location that is being requested.

Drains: No report

Minutes of February 28, 2008 continued

BROADWATER: Kathy Matthews and Mayor Donovan attended a meeting with LIPA and National Grid regarding the re-powering of the Port Jefferson and the Northport power plant. They have hired the same consulting firm that was involved with the Shoreham Project to see the benefit of re-powering these plants verses the cost.

The Northport plant should be able to be re-powered. The Port Jefferson plant is doubtful.

The Village of Port Jefferson and the Village of Belle Terre are concerned about the effect on their village should the Port Jefferson plant not be re-powered.

Comments: None

Sandy Nicoletti-Trustee for Public Safety & Van Brunt Manor Park and Beach

PUBLIC SAFETY: A village resident is concerned how public safety interacts with village residents. He feels the code officer should be more respectful. Claims other residents feel the same way but are not as comfortable coming to a board meeting. Mayor Donovan explained that a trustee or the mayor is available the 1st and 3rd Saturday of each month from 10:00AM to noon to meet with any village resident to discuss any issues. The Clerk was asked to order new "No Parking On This Side" signs and Detour signs for the Public Safety Dept.

VANBRUNT MANOR BEACH: Contact handyman to clean the "No Swimming Sign".

ATTORNEY

Mr. Tsunis has petitioned the court for an extension for his appeal.

UPDATES

California Park Project: No report

Washington Street Project Update: A. Ulliano & Sons, LTD has decided to have the Windsor Probe test done on the concrete curbing.

Van Brunt Manor Road Project: No report

BUILDING INSPECTOR: No report.

PLANNING BOARD: A meeting to be held on Monday, March 10, 2008. The board will be discussing Pyramid Law. A question was raised as to a need for an Architectural Review Board.

ZONING BOARD OF APPEALS: No report

PERMITS: Buildings, Parks & Beaches: No report

OTHER BUSINESS

Accessory Apt. Law tabled to 3/13/08

Tree, fauna-over clearing property: No discussion

NEW BUSINESS

Suffolk Sewer Summit Meeting: Meeting to be held on 3/19

CORRESPONDENCE: NYCOM will increase their membership dues for 2008/2009 to \$685.00.

Motion by C. Lane and seconded by S. Nicoletti to pay NYCOM bill when received in the amount of \$685.00. Aye C. Lane, S. Nicoletti, C. Castillo and Mayor Donovan. Nay 0.

A motion was made by C. Castillo to accept the \$10.00 increase in Village Attorney's fee per hour, an increase from \$135.00 to \$145.00 effective 6/1/08, seconded by C. Lane. Aye C. Castillo, C. Lane, S. Nicoletti, and Mayor

Donovan. Nay0.

A motion was made by C. Castillo to accept the \$20.00 increase in Village Prosecutor's fee, an increase from \$125.00 to \$145.00 per shift effective 6/1/08, seconded by C. Lane.

Aye C.Castillo, C. Lane, S. Nicoletti and Mayor Donovan. Nay 0.

Public Comments: None

Meeting adjourned at 9:10 on a motion by C. Lane .

02/14/2008 Board of Trustees Mtg

MINUTES OF THE FEBRUARY 14, 2008 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, Carol Castillo and Christine Vitkun. Also present was Village Attorney Peter Sverd, Maureen Kirk, David Johnson and 3 residents. Absent: Sandy Nicoletti

David Johnson of Coastal Steward a non profit organization has approached the village to place an oyster sanctuary 200 ft by 200 ft approximately 100 feet out on the east side of the boat ramp at California Park. He is in the process of obtaining a grant for the project and the deadline for filing this grant is Tuesday, February 19, 2008. As the oyster sanctuary would be located in the middle of the mooring field the Board has decided it would not be in the best interest of our village residents.

Roger Flood of the Planning Board informed the Village Board that the accessory apartment proposed law is almost ready to be presented to the Board. They are also working on the pyramid law which is a little more difficult. They have reviewed other villages laws and may need professional help with this proposal. In addition, the last time a comprehensive master plan for the village was prepared was 1982. He suggests that a new comprehensive master plan be done. This would give the Planning Board guidance and guidelines.

Building Department: Maureen Kirk informed the Board that there are approximately 100 open permits dating back to 1987. It was determined that the Building Dept. would contact all open permits from 1/2007 for renewals.

In the minutes of 2002 the building permit was extended from 9 months to a year; however this is not reflected in our laws. General Code needs to update our Village Code.

Changes to the building permit needs to be given to Richard Parrish.

New account to hold bond money previously approved needs the signature of Christine Vitkun.

California Park: Nothing new.

Washington Street Project-Curbing: Received report from the engineers recommending that the contractor have another laboratory perform a non-destructive test using a Windsor Probe or obtain a maintenance bond since their test did not meet the PSI requirement. The Village Clerk to call A. Uliano & Son, Ltd and inform him of the options.

Van Brunt Manor Stormwater Project.

The Mayor is working with the Town of Brookhaven on the grant application.

Court Grant: No new information.

Court Clerk needs to be present to receive mail. Not to be given to family member, Village Clerk may walk mail to court clerk's car.

Form to be completed regarding accepting Credit Cards for payment of court fees.

Budget: Proposal for \$10.00 increase in hourly fee for village attorney, currently \$135.00; increase would bring hourly rate to \$145.00.

Proposal for a \$20.00 increase in court attendance fee for village prosecutor, currently \$125.00; increase would bring rate to \$145.00 per shift.

Barbara Donovan is to contact Alexander Melbardis, ESQ. to see if he is requesting an increase in his compensation for the next fiscal year.

Clerk's office is to contact Nelson Pope and Voorhis and request updated fee schedule for the next fiscal year.

Clerk's office is to contact Island Design to obtain a more current reference list.

General Code: Budget line should be increased to \$2,500.00.

Beautification: Should include funds for Norse Tree Service clean and trim trees.

Minutes of February 14, 2008 continued

Stormwater Annual Report: C. Lane to fax report to clerk's office to be available for all trustees.

C. Lane to set up a conference call for Sal Alessi and Maureen Kirk, on Tuesday March 4th with Carrie O'Farrell to review the responsibilities of the building department.

Public Safety to include in their reports that they have observed no illegal discharge into our stormwater drains.

Correspondence: None

Meeting adjourned 9:35 by C. Lane, seconded by C. Castillo

01/24/2008 Board of Trustees Mtg

MINUTES OF THE JANUARY 24, 2008 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, Carol Castillo, and Sandy Nicoletti. Also present was Village Attorney Peter Sverd, Public Safety Supervisor Robert Fikar and 3 residents. Absent: Christine Vitkun.

Public Hearing

Motion to adopt Local Law #1 of 2008 Regulating the Parking or Storage of Storage Containers in Residential Districts within the Village of Poquott by C. Castillo seconded by C.Lane.

Resolution to charge \$25.00 fee for Permit for Storage Container and a renewal fee of \$25.00 motioned by C. Lane seconded by S. Nicoletti.

Motion to increase Small Business Solutions Inc. rate from \$28.00 to \$29.00 for the new budget year C. Castillo, seconded S. Nicolletti.

Motion to contribute up to \$1,000.00 for the installation of the water quality equipment and up to \$1,000.00 a year for maintenance by S. Nicoletti, seconded by C.Lane.

PUBLIC HEARING : 7:00 P.M.

Local Law # 1 Regulating the Parking or Storage of Storage Containers in Residential Districts within the Village of Poquott.

Board of Trustees waived reading of the law.

No Comments, C.Lane, C. Castillo, S. Nicoletti and Mayor Donovan

Opened to the floor for discussion- no comments

New law when adopted will be put on the Web and sent to General Code.

Section 7: Prima Facie to be left in law.

Closed public hearing motioned by C. Lane and seconded by S. Nicoletti. Aye C. Lane, S. Nicoletti, C. Castillo, B. Donovan.

Call General Meeting to order at 7:09 P.M.

Minutes of December 17, 2007 accepted with corrections motioned by S. Nicoletti seconded by C. Lane. Aye S. Nicoletti, C. Lane, C. Castillo, B. Donovan, Nay 0.

Local Law #1 of 2008 Regulating the Parking or Storage of Storage Containers in Residential Districts within the Village of Poquott: Motion to adopt proposed Local Law #1 2008 by C.Castillo seconded by C. Lane. Aye C. Castillo, C. Lane, S. Nicoletti , B. Donovan, Nay 0.

Resolution to adopt a \$25.00 fee for the permit, for a storage container and a \$25.00 fee for renewal of the permit, offered by C. Lane, seconded by S. Nicoletti. Aye C. Lane, S. Nicoletti, C. Castillo, B. Donovan. Nay 0.

REPORTS OF OFFICERS, COMMISSIONERS AND COMMITTEES

JOHN LANE-TREASURER- discussion on recent bill from General Code. Christine Vitkun will be asked to review bill before submitting payment. Treasurers report accepted on a motioned by S. Nicoletti seconded by C. Castillo. Aye S.

Nicoletti, C. Castillo, C. Lane, and B. Donovan.

CAROL CASTILLO-TRUSTEE FOR ROADS, ROADSIDES AND PARKS

PARKS & BEACHES: Nothing to report

ROADS: Chestnut/Washington intersection patched by DF Stone.

STREET SIGNS: Joe Newfield to call NYCOM to see when it will be mandatory to upgrade street signs.

Comments: None

CHRISTINE VITKUN-TRUSTEE FOR FINANCE, VILLAGE HALL AND WASTE MANAGEMENT

GENERAL CODE: To review recent bill before submitting payment.

WASTE MANAGEMENT: Garbage still at 54 Washington Street.

WEBSITE: Public hearings should be placed on our website.

Comments: None

MINUTES OF January 24, 2008 continued

CAROL LANE – TRUSTEE FOR ENVIRONMENT AND SHORE LINES

STORMWATER PHASE II: Carol to call Carrie of Nelson, Pope & Voorhis tomorrow.

DRAINS/ENVIRONMENTAL: Per prior report from Public Safety Officer, leaves and debris have been removed from top of drains by Charlie our handyman. A two year plan for cleaning drains being prepared.

Village should look into obtaining a collapsible rake for our Public Safety Vehicles should they need to clear top of a drains.

HARBOR & MOORINGS: Nothing new.

BROADWATER: FERC appears to be giving the green light to the project.

SANDY NICOLETTI-TRUSTEE FOR PUBLIC SAFETY & VANBRUNT MANOR BEACH

PUBLIC SAFETY: Introduction of Robert Fikar as the new Public Safety supervisor. Mr. Fikar gave a background of his experience and training. Suggested future discussions on emergency preparedness and emergency shelter should a disaster hit the village.

VAN BRUNT MANOR PARK AND BEACH: Nothing to report

SPECIAL EVENT PARKING: No requests at this time.

Comments: Several complaints regarding duck hunters. Season ends 1/31/08.

ATTORNEY: Letter sent to the attorneys for Keyspan/LIPA agreement requesting an update when the Conservation

Easement will be executed.

ADA will be requested to be prosecutor of summons issued to village official.

Need public safety officer on duty when court is in session.

BUDGET

California Park-the Village needs the quotes from Pristine for the landscaping and J & L Sprinklers for the sprinkler system to ascertain the cost to be added to the project. After discussion the Board agreed to increase the budget for A7110.2 to \$30,000.00 and A71110.4 to \$5000.00

A2980.0 - Education will be increased to \$5000.00.

Discussion on the insurance amount will be held off until the Clerk can speak to the insurance broker about increases in rates.

OLD BUSINESS

Environmental action committee:

LIPA/Keyspan Village Hall Renovation: Bill sent to Vincent Frigeria for reimbursement. Mr. Frigeria is trying to have the money available to the village put into an escrow account.

Three Village Trust will hopefully get the papers for the trustees signature by next week.

California Project Update: Meeting went well, road temporarily fixed. Need to obtain prices from Pristine Landscapers and J & L Sprinklers for work that needs to be done in the spring.

Washington Street project-Nelson & Pope Engineers report regarding curbing not completed according to specifications is needed before a decision will be made to accept the work and maintenance bond in lieu of a performance bond.

Van Brunt Manor Road Project: Alan Svbeda is not part of the project anymore, Greg Kelsey is now the

representative of the project. Mayor Donovan is going to call Mr. Kelsey to obtain update on the project.

Building Inspector: Meeting was held with Public Safety on 1/19 regarding existing and future building in the Village and Public Safety's responsibility that the resident has the proper permit.

Planning Board: The Planning Board has requested the Village revise the dock law, Local Law #1 of 2002. Once the law is received from the Village attorney an open hearing needs to be scheduled.

Zoning Board of Appeals: Nothing to report.

Permits/Building, Parks & Beaches: Nothing to report.

Accessory Apt. Law is almost completed.

Pyramid Law is still being worked on.

OTHER BUSINESS:

Minutes of January 24, 2008 continued

Tidal Gauge, Weather Station, Quality of Water Testing: Steve Fiore Rosenfeld has requested the Village help underwrite the cost of installation and the and annual maintenance of the proposed Tidal Gauge, Weather Station and Quality of Water Testing Equipment for Port Jefferson harbor. A motion by S. Nicoletti to contribute up to \$1,000.00 for the installation of the water quality testing equipment and up to \$1,000.00 for the annual maintenance, seconded by C. Lane. Aye S. Nicolletti, C. Lane, C. Castillo and Mayor Donovan. Nay 0. Currently the village is unable to give financial support for the tidal gauge or the weather station. The village clerk is to send a letter to Steve Fiore Rosenfeld informing him of the Incorporated Village of Poquott contribution to his request .

NEW BUSINESS

A motion to approve an increase for Small Business Management Solutions Inc. from \$28.00 an hour to \$29.00 for the upcoming budget year by C. Castillo, seconded by S. Nicoletti. Aye C. Castillo, S. Nicoletti, C. Lane and Mayor Donovan. Nay 0.

Sky Guard equipment for Public Safety Vehicles to be tabled until February 14, 2008 meeting.

Correspondence: None

Public Comments: None

Adjourned 9:20 by C. Lane seconded by S.Nicoletti

01/10/2008 Board of Trustees Mtg

MINUTES OF THE JANUARY 10, 2008 MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF POQUOTT HELD AT THE VILLAGE HALL AT 7:00 P.M.

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

Acceptance of Joe Newfield's resignation as Village Clerk effective 1/14/2008.

Appointment of Joe Newfield to Deputy Clerk effective 1/14/2008, motioned by C. Lane seconded S. Nicoletti.

Acceptance of Jean Menninger's resignation effective 2/1/08.

Appointment of Eileen Harvey to Village Clerk effective 1/14/2008, motioned by C. Castillo seconded by C. Lane.

Motion to hire a clerical assistant for 20 hours a week by C.Vitkun, seconded by C. Lane.

Motion to increase the pay of the new clerk to \$15.00 effective 1/14/2008 by C. Vitkun seconded by C. Lane.

Motion to do repairs on Public Safety Vehicles by S. Nicoletti seconded by C. Lane.

Motion to upgrade Aercomtec GPS system on Public Safety Vehicles by S. Nicoletti seconded by C. Vitkun.

Motion that Mayor Donovan and Trustee S. Nicoletti attend the NYCOM 2008 Legislative Meeting on 2/24-2/26 by C. Lane seconded by C. Castillo.

OLD BUSINESS:

CALIFORNIA PARK PROJECT: Meeting with Bill Thomas of DF Stone 1/14/2008 at 4:30 P.M. to discuss the concerns of the condition of the intersection of Washington Street and Chestnut Avenue. All trustees are welcome, Peter Sverd is requested to attend the meeting along with a representative from Nelson, Pope and Voorhis. Payment due to DF Stone and Nelson, Pope and Voorhis to be held until the meeting.

VAN BRUNT MANOR STORMWATER PROJECT: Inquiries to the Town of Brookhaven have produced no response. Mayor Donovan to call Brian Foley's office.

STORMWATER ANNUAL REPORT: Contact Carrie at Nelson, Pope and Voorhis office to start preparing the report.

SIGNS: Charlie to clean graffiti from beach signs.

PUBLIC SAFETY VEHICLES: Maintenance report given by Paul Rodier. He suggests replacing the 2 front tires on the Taurus and consider replacing the vehicle during the 2008-2009 budget. Purchase 5 tires for the jeep, replace the front drivers side floor mat and replace the left front axle. Repairs motioned by S. Nicoletti seconded by C. Lane. Aye S. Nicoletti, C. Lane, C. Vitkun, C. Castillo and Mayor Donovan. Nay 0.

STORAGE UNITS: Public hearing 1/24/2008.

TOWN OF BROOKHAVEN INTERMUNICIPAL GRANT STATUS: Nothing.

2008/2009 BUDGET UPDATE: Preliminary budget reviewed, departments and trustees to get their figures together.

NEW BUSINESS:

NYCOM 2008 LEGISLATIVE MEETING 2/24-2/26: Motion that Mayor Donovan and Trustee S. Nicoletti attend the NYCOM meeting by C. Lane seconded by C. Castillo. Aye C. Lane, C. Castillo, C. Vitkun, S. Nicoletti and Mayor Donovan. Nay 0.

SECOND HANDYMAN: Bill Schaub available as second handyman. Mayor Donovan to supply phone number and Mr. Schaub to supply the village with a copy of his insurance coverage.

PERDIEM BUILDING INSPECTOR: Sal Alessi will be on vacation the month of February 2008. In his absence an inspector will be available in his place that will be paid per diem.

Motion by C. Lane to go into executive session to discuss a personnel issue. Adjourned by C. Vitkun.

CLERICAL ASSISTANT POSITION: Interviewed four candidates, a motion to hire a clerical assistant for 20 hours a week (14 hours for the clerks office and 6 hours for the building department) at \$8.50 an hour by C. Vitkun seconded by C. Lane. Aye C. Vitkun, C. Lane, S. Nicoletti, C. Castillo and Mayor Donovan. Nay 0.

VILLAGE HALL PERSONNEL SCHEDULES: Joe Newfield will work 11 hours a week at the clerk's office and attend and take the minutes of the planning board and ZBA meetings. Eileen Harvey will work 21 hours a week and attend and take the minutes of the village board meetings.

Motion to purchase the updated Aercomtec GPS system for the Public Safety Vehicles by S. Nicoletti seconded by C. Vitkun. Aye S. Nicoletti, C. Vitkun, C. Lane, C. Castillo and Mayor Donovan. Nay 0.

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