

**MINUTES
VILLAGE OF SOUTHAMPTON
BOARD OF TRUSTEES
ORGANIZATION MEETING
JULY 1, 2019**

Due notice having been given, the Organizational Meeting of the Board of Trustees was held at the Southampton Village Hall, 23 Main Street, Southampton, New York at 2:00PM

INVOCATION

Pastor Leslie Duroseau, Hamptons United Methodist Church

OATH OF OFFICE

The Village Administrator will administer the Oath of Office to the following Village official for a two-year term ending June 30, 2021:

Mayor Jesse Warren

The Village Administrator will administer the Oath of Office to the following Village officials for two-year terms ending June 30, 2021:

**Trustee Mark Parash
Trustee Andrew Pilaro**

CALL TO ORDER

Present were Mayor Warren, Trustees Yastrzemski, Allan, Parash and Pilaro; Village Administrator Russell Kratoville and Village Attorney Wayne Bruyn.

Mayor Warren opened the meeting by leading the Pledge of Allegiance.

MAYOR'S APPOINTMENTS

Mayor Warren announced his appointment for Deputy Mayor, for a one-year term, ending June 30, 2020:

Richard Yastrzemski

Mayor Warren then asked for a motion to approve the following Department and Committee appointments for one-year terms ending on June 30, 2020:

LEGISLATIVE, EXECUTIVE, FINANCE & STAFF COMMITTEE

**Mayor Jesse Warren
Trustee Kimberly Allan**

SPECIAL ITEMS (INSURANCE, MUNICIPAL ASSOC. & TAXES) COMMITTEE

**Trustee Andrew Pilaro
Trustee Kimberly Allan**

PUBLIC SAFETY:

POLICE DEPARTMENT

**Mayor Jesse Warren, Commissioner
Trustee Richard Yastrzemski, Deputy Commissioner**

NOTE: Mayor Warren exercises supervision over the conduct of the Police Department, pursuant to Section 4-400 of NYS Village Law.

JUSTICE COURT DEPARTMENT

**Trustee Andrew Pilaro, Commissioner
Trustee Kimberly Allan, Deputy Commissioner**

FIRE DEPARTMENT

**Trustee Richard Yastrzemski, Commissioner
Mayor Jesse Warren, Deputy Commissioner**

AMBULANCE DEPARTMENT

**Trustee Richard Yastrzemski, Commissioner
Mayor Jesse Warren, Deputy Commissioner**

SAFETY INSPECTION COMMITTEE

**Trustee Kimberly Allan
Trustee Mark Parash**

HIGHWAY/ BEACHES DEPARTMENT

**Trustee Mark Parash, Commissioner
Trustee Andrew Pilaro, Deputy Commissioner**

CULTURE & RECREATION:

PARKS DEPARTMENT / LAKES & PONDS COMMITTEE WETLANDS & BEACHFRONT COMMITTEE

Trustee Mark Parash, Commissioner
Mayor Jesse Warren, Deputy Commissioner

CULTURAL CENTER LIASON COMMITTEE

Trustee Andrew Pilaro
Trustee Mark Parash

VILLAGE IMPROVEMENT COMMITTEE

Trustee Kimberly Allan
Trustee Trustee Mark Parash

HOME & COMMUNITY SERVICES

ZONING, PLANNING, ARCHITECTURAL/HISTORIC REVIEW, PLANNING COMMISSION DEPARTMENT

Mayor Jesse Warren, Commissioner
Trustee Kimberly Allan, Deputy Commissioner

BUILDING MAINTENANCE DEPARTMENT (BUILDINGS/STREET LIGHTS)

Trustee Richard Yastrzemski, Commissioner
Trustee Mark Parash, Deputy Commissioner

CENTRAL GARAGE DEPARTMENT

Trustee Kimberly Allan, Commissioner
Trustee Mark Parash, Deputy Commissioner

TREES & MEMORIALS COMMITTEE

Trustee Andrew Pilaro
Mayor Jesse Warren

YOUTH, MINORITY & SENIOR CITIZENS AFFAIRS COMMITTEE

Trustee Kimberly Allan
Trustee Richard Yastrzemski

EMERGENCY PREPAREDNESS/COORDINATION COMMITTEE

Trustee Mark Parash
Trustee Richard Yastrzemeski

AFFIRMATIVE ACTION COMMITTEE

Mayor Jesse Warren, Member
Chief Thomas Cummings, Member
Sandra Dozier, Member
Gerald Martin, Member

Trustee Yastrzemeski seconded the motion and a unanimous vote followed.

The Mayor asked for a motion to approve the following appointment for a one-year term ending June 30, 2020:

Acting Village Justice Michael Solomon

Trustee Yastrzemeski made a motion to approve the appointment; Trustee Allan seconded the motion and a unanimous vote followed.

SUGGESTED RESOLUTIONS

- 1. RESOLVED, that the Treasurer be and hereby is authorized to make transfers between the appropriation accounts during the year.**

Trustee Yastrzemeski made a motion to approve the resolution; Mayor Warren seconded the motion and a unanimous vote followed.

- 2. RESOLVED, that the Southampton Press be and hereby is designated as the Official Newspaper and, that the Independent East End be and hereby is designated as an additional communication media for publication of legal notices and similar matters.**

Trustee Yastrzemeski made a motion to approve the resolution; Trustee Parash seconded the motion and a unanimous vote followed.

- 3. RESOLVED, that the Village Board of Trustees meetings will, unless otherwise announced, be held in this Board Room as follows:**

Monthly meetings – 6:00PM

a) Second Thursday of each month.

b) Second Tuesday following the first monthly meeting.

Trustee Allan made a motion to approve the resolution; Trustee Parash seconded the motion and a unanimous vote followed.

- 4. RESOLVED, that the firm of Squires, Holden, Weisenbacher, and Smith be retained as may be required from time to time to perform surveying work for the Village.**

Trustee Parash made a motion to approve the resolution; Trustee Pilaro seconded the motion and a unanimous vote followed.

- 5. RESOLVED, that the Morley Agency and McLauchlen Realty be retained as may be required from time to time to perform appraisals for the Village.**

Trustee Yastrzemski made a motion to approve the resolution; Mayor Warren seconded the motion and a unanimous vote followed.

- 6. RESOLVED, that the recording secretaries for the Planning Board, the Zoning Board of Appeals, the Board of Architectural Review and Historic Preservation, the Planning Commission and the Board of Trustees continue to each be paid \$200 for each meeting.**

Trustee Allan made a motion to approve the resolution; Mayor Warren seconded the motion and a unanimous vote followed.

- 7. RESOLVED, that all non-union Village employees shall receive, minimally, the same salary increases, including longevity, and employee benefits as provided to employees represented by the CSEA.**

Trustee Parash made a motion to approve the resolution; Trustee Pilaro seconded the motion and a unanimous vote followed.

- 8. RESOLVED, that the Treasurer shall deposit all monies received by virtue of his/her office as follows:**

- a. Deposits into the General Fund and Trust Fund shall be made with Peoples United Bank and deposits into the Capital Reserve Fund shall be made with the Bridgehampton National Bank.**

Trustee Yastrzemski made a motion to approve the resolution; Mayor Warren seconded the motion and a unanimous vote followed.

- 9. RESOLVED, that the Treasurer is hereby authorized and directed to continue to deposit all Village Funds not required to satisfy immediate expenditures in interest bearing accounts as allowed by law, and that these funds shall be deposited with the following institutions which have agreed to abide by Village Investment Policy and the requirements of Section II of the Municipal Law and other provisions of law relating to this subject:**
- a. Peoples United Bank**
 - b. Bridgehampton National Bank**
 - c. MBIA/Bank of New York - CLASS**

Trustee Yastrzemski made a motion to approve the resolution; Trustee Parash seconded the motion and a unanimous vote followed.

- 10. RESOLVED, that the Village Investment Policy dated March 25, 2008, be continued in effect.**

Trustee Yastrzemski made a motion to approve the resolution; Trustee Parash seconded the motion and a unanimous vote followed.

- 11. RESOLVED, that in the absence of both the Treasurer and the Deputy Treasurer, checks drawn on Village accounts may be approved only by the signatures of the Mayor and a Trustee or two (2) Trustees.**

Trustee Parash made a motion to approve the resolution; Mayor Warren seconded the motion and a unanimous vote followed.

- 12. RESOLVED, that official travel by Village employees or officials involving reimbursement by the Village shall require prior approval by the appropriate Department Head or Village Administrator, except in the case of unforeseen requirements in which case such travel may be approved by the Mayor or, in his absence, the Deputy Mayor.**

Trustee Allan made a motion to approve the resolution; Mayor Warren seconded the motion and a unanimous vote followed.

- 13. RESOLVED, that except as may otherwise be provided in collective bargaining agreements, Village employees traveling on authorized official business shall be reimbursed for use of personal vehicles at a rate not to exceed that authorized by the IRS.**

Trustee Allan made a motion to approve the resolution; Trustee Parash seconded the motion and a unanimous vote followed.

- 14. RESOLVED, that the Board of Trustees approve the adoption of the SVPD Rules of Conduct.**

Trustee Yastrzemski made a motion to approve the resolution; Mayor Warren seconded the motion and a unanimous vote followed.

15. RESOLVED, that the Village Fraud Policy be continued in effect.

Trustee Parash made a motion to approve the resolution; Mayor Warren seconded the motion and a unanimous vote followed.

16. RESOLVED, that the Village Fund Balance Policy be continued in effect.

Trustee Parash made a motion to approve the resolution; Mayor Warren seconded the motion and a unanimous vote followed.

17. RESOLVED, that the Village Procurement Policy be continued in effect.

Trustee Yastrzemski made a motion to approve the resolution; Trustee Allan seconded the motion and a unanimous vote followed.

18. RESOLVED, that the Anti-Harassment Policy be continued in effect.

Trustee Allan made a motion to approve the resolution; Mayor Warren seconded the motion and a unanimous vote followed.

19. RESOLVED, that the Workplace Violence Policy be continued in effect.

Trustee Allan made a motion to approve the resolution; Mayor Warren seconded the motion and a unanimous vote followed

20. RESOLVED, that the Law Offices of Vincent Toomey be retained as may be required as labor counsel for the Village.

Trustee Yastrzemski made a motion to approve the resolution; Mayor Warren seconded the motion and a unanimous vote followed

Discussion Items

Mayor Warren thanked everyone for attending the Swearing In ceremony and said that he looked forward to working with everyone and to make positive change in the community.

Motion to adjourn the Organizational Meeting:

Trustee Yastrzemski made a motion to adjourn the meeting; Mayor Warren seconded the motion and a unanimous vote followed. The meeting was adjourned at 2:59PM.

The Board went back into Public Session at 3:01PM and discussed the proposed resolution for a grant application to the 2019 Suffolk County Water Quality Protection

and Restoration Program, noting that the timing was critical for County funding.

Gary Goleski, Superintendent of Public Works reviewed the proposed plan stating that it was to add a combination of rain gardens, standard drainage and catch basins on Gin Lane at the corner of Lake Agawam. He stated that the grant would be for 50% of the proposed total amount of \$233,393.00

The Board asked if this would be in the same area as the Lake Agawam Buffer Plan that had been put forth by private residents as a public/private partnership. Mr. Goleski stated that there would be approximately a 50foot overlap and that the plan would call for the removal of the Japanese knotweed and planting of 6-8' Eastern Red Cedar trees which would cover the corner and block visibility.

Mayor Warren asked how else the Japanese Knotweed could be removed. Mr. Goleski said by chemicals or excavation.

Village Attorney Bruyn asked if this plan had been presented to the Zoning Board for wetlands approval. Mr. Goleski said it had not and that this resolution would simply allow them to submit the grant request and if the grant was approved the plan would then go before the Village Zoning Board of Appeal for approval as well as be presented to the Public at a Public Hearing.

Trustee Yastrzemski made a motion to approve the following resolution; Trustee Parash seconded the motion and a unanimous vote followed. The resolution is as follows:

**RATIFIES SUBMISSION OF GRANT APPLICATION TO THE
SUFFOLK COUNTY WATER QUALITY PROTECTION AND RESTORATION
PROGRAM**

WHEREAS, the Suffolk County Water Quality Protection and Restoration Program (WQPRP) provides grant funding on a competitive basis for water quality projects defined in Article 12 Section 2(B) of the Suffolk County Charter; and

WHEREAS, Lake Agawam is included on the current (2016) and draft 2018 NYS Section 303(d) List of Impaired/TMDL Waters; and

WHEREAS, the Village of Southampton has an interest in improving and protecting water quality in the various water bodies of the Village, including but not limited to Lake Agawam; and

WHEREAS, the Village of Southampton submitted a proposal to the Suffolk County WQPRP Review Committee, which established a deadline of May 17, 2019 for proposals; and

WHEREAS, the proposed project will provide for design and development of drainage improvements on Gin Lane at the south end of Agawam Lake to capture stormwater; and

WHEREAS, the proposed project will reduce the flow of pollutants of concern to Lake Agawam and is supported by the Lake Agawam Comprehensive Management Plan; and

WHEREAS, the Suffolk County WQPRP program provides grant funding up to a \$500,000 maximum in support of selected projects, and requires 50% matching share; and

WHEREAS, the Village will submit a grant application to the WQPRP program in the approximate amount of \$116,676 for an anticipated total project cost of approximately \$233,393, and Village match of \$116,697; and

WHEREAS, the County grant is reimbursement based up to the grant award amount;

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Southamptton hereby states its support of the Agawam Lake Stormwater Remediation at Gin Lane project; and be it further

RESOLVED that the Village will support the required minimum 50% matching funds toward the total project cost supported by the Suffolk County WQPRP, should the project receive funding approval from the County; and be it further

RESOLVED, that the Village will be responsible for funding any project costs incurred above the County grant amount; and be it further

RESOLVED, the that Village Board authorizes the Mayor or his designee to sign any and all necessary documents pertaining to the project, including but not limited to an intermunicipal agreement, subject to review and approval of the Village Attorney, to participate in the above referenced program.

Trustee Allan then made a motion to close the Public Meeting; Trustee Pilaro seconded the motion and a unanimous vote followed.

The meeting was adjourned at 3:32PM.

Russell Kratoville, Village Administrator

7/1/19