

**MINUTES**  
**AUGUST 1, 2023 – 6:00 PM.**  
**MEETING OF THE BOARD OF TRUSTEES**  
**OF THE INCORPORATED VILLAGE OF NORTHPORT**  
**REGULAR MEETING**

**Meeting was held live at Village Hall, 224 Main Street Northport, NY 11768 and also via Zoom.**

**PRESENT:** Mayor Koch, Deputy Mayor Sabia, Trustee Weber, Trustee Pucillo, Trustee Dolan, Assistant to the Mayor Don Tesoriero, Village Administrator Roland Buzard, Attorney Ed Gathman, Chief Hughes, Treasurer Siobhan Costello, Deputy Treasurer Janine D’Orio, Village Clerk Georgina Cavagnaro

**ZOOM ATTENDANTS:** Rachael Ringers, Joanne Kountourakis, David Weber, Mary Masterson, J W, Jennifer Borden, Joseph Cavagnaro, Tom McCarthy, Cindie Loots-van Eck, Blair Beaudet, Phyllis Weber, Don Blixt, David Berg

**OPEN MEETING:** Meeting was called to order at 6:00 p.m.

**SALUTE TO THE FLAG:** Pledge of Allegiance was recited.

**ANNOUNCEMENTS:** None

**PRESENTATION:** Kevin Cusumano of Boy Scout Troop 539 gave a presentation on a Native Garden Kiosk that would house information on rising tides and global warming for his Eagles Scout project.

**PUBLIC HEARINGS:** None

**PUBLIC PARTICIPATION:** Recording available on Village website; northportny.gov

**BOARD APPROVAL OF WARRANTS:**

On the motion of Trustee Sabia and seconded by Trustee Pucillo, the following warrant was unanimously approved.

Fire bills 7/18/23 in the amount of \$59,005.47

On the motion of Trustee Sabia and seconded by Trustee Weber, the following warrant was unanimously approved.

Governmental Funds bills 8/1/23 in the amount of \$1,012,922.97

On the motion of Trustee Sabia and seconded by Trustee Pucillo, the following warrant was unanimously approved.

Payroll week 7/28/23 General Fund \$312,496.09

On the motion of Trustee Sabia and seconded by Trustee Pucillo, the following warrant was unanimously approved.

Payroll week 7/28/23 Sewer Fund \$15,218.91

**BUSINESS/COMMISSIONERS REPORTS:** Recording available on Village website; northportny.gov

**TREASURER REPORT:** Recording available on Village website; northportny.gov

**CHIEF OF POLICE REPORT:** Recording available on Village website; northportny.gov

**CORRESPONDENCE:** None

The following request was approved by the board.

**REQUESTS:** Chamber of Commerce is requesting to reschedule Family Fun Night on Tuesday, August 8<sup>th</sup> from 6:30 – 9:30 p.m.

**RESOLUTIONS:**

On the motion of Trustee Sabia and seconded by Trustee Weber, the following resolution was unanimously approved.

**RESOLUTION 2023 – 158 ~ APPROVAL OF MINUTES**

**BE IT RESOLVED,** the minutes of the July 20, 2023 meeting are hereby accepted.

On the motion of Trustee Sabia and seconded by Trustee Pucillo, the following resolution was unanimously approved.

**RESOLUTION 2023 - 159 ~ SUFFOLK COUNTY STOP DWI CONTRACT**

**WHEREAS,** the primary goal of this project is the suppression of drunk driving through intensified police patrols to identify vehicles and traffic violations related to drunk driving. This will result in an increased number of arrests for driving while intoxicated and a reduction of alcohol related crashes and fatalities.

**WHEREAS,** funding will be used by this agency schedule police officers for overtime to patrol duties exclusively to identify and arrest the intoxicated driver, as well as related training and warrant enforcement. The hours of enforcement shall include times and days which have historically reflected high incidences of drunk driving, alcohol related crashes and fatalities. Scheduling may be organized due to seasonal traffic considerations and other activities related to incidences of drinking and driving. Scheduling of personnel will depend upon availability of staff.

**BE IT RESOLVED,** that the Board of Trustees of the Village of Northport hereby authorizes the mayor to execute a contract with the County of Suffolk to participate in the STOP DWI program for calendar year 2023. Such contract awards the Village \$12,500 for said year.

On the motion of Trustee Sabia and seconded by Trustee Dolan, the following resolution was approved; Trustee Pucillo opposed.

**RESOLUTION 2023 – 160 ~ AUTHORIZING THE MAYOR TO ENTER INTO A PROFESSIONAL PLANNING SERVICES AGREEMENT WITH NELSON, POPE &**

**VOORHIS, LLC**

**BE IT RESOLVED**, The Northport Village Board hereby authorizes the Mayor to execute a professional services agreement with Nelson, Pope & Voorhis., LLC, for services outlined in the proposal dated July, 2023, and supplied 2023 Hourly Rate Schedule-Village of Northport, and authorizes the treasurer to make all appropriations for the purpose of funding the professional planning services contained in the proposal and said agreement is subject to attorney review for form and content.

**WHEREAS**, the execution of a professional service agreement for the Village is a type II action pursuant to 6 N.Y.C.R.R. Section 617.5 (18) and (21), and therefore no further SEQRA review is required.

On the motion of Trustee Sabia and seconded by Trustee Dolan, the following resolution was unanimously approved.

**RESOLUTION 2023 – 161 ~ AUTHORIZING THE MAYOR TO ENTER INTO A GREEN INFRASTRUCTURE ENGINEERING & TECHNICAL SERVICES AGREEMENT WITH NELSON, POPE & VOORHIS, LLC**

**BE IT RESOLVED**, The Northport Village Board hereby authorizes the Mayor to execute a professional services agreement with Nelson, Pope & Voorhis., LLC, for services outlined in the proposal dated July, 2023, at a cost not to exceed \$72,000.00, and authorizes the treasurer to make all appropriations for the purpose of funding the work contained in the proposal and said agreement is subject to attorney review for form and content.

**WHEREAS**, the execution of a professional service agreement for the Village is a type II action pursuant to 6 N.Y.C.R.R. Section 617.5 (18) and (21), and therefore no further SEQRA review is required.

On the motion of Trustee Sabia and seconded by Trustee Dolan, the following resolution was approved; Trustee Pucillo and Trustee Weber opposed.

**RESOLUTION 2023 – 162 ~ AUTHORIZING THE MAYOR TO ENTER INTO A COMPREHENSIVE PLANNING SERVICES AGREEMENT WITH NELSON, POPE & VOORHIS, LLC**

**BE IT RESOLVED**, The Northport Village Board hereby authorizes the Mayor to execute a professional services agreement with Nelson, Pope & Voorhis., LLC, for services outlined in the proposal dated July, 2023, at a cost not to exceed \$90,000.00, and authorizes the treasurer to make all appropriations for the purpose of funding the work contained in the proposal and said agreement is subject to attorney review for form and content.

**WHEREAS**, the execution of a professional service agreement for the Village is a type II action pursuant to 6 N.Y.C.R.R. Section 617.5 (18) and (21), and therefore no further SEQRA review is required.

On the motion of Trustee Sabia and seconded by Trustee Dolan, the following resolution was unanimously approved.

**RESOLUTION 2023 – 163 ~ AUTHORIZE THE MAYOR TO EXECUTE ANY AND ALL DOCUMENTS PERTAINING TO THE NYS CONSOLIDATED FUNDING**

**APPLICATION PROGRAM FOR A LOCAL WATERFRONT REVITALIZATION  
PLAN NUNC PRO TUNC**

**BE IT RESOLVED**, that the Village of Northport hereby authorizes the Mayor or her designee to execute any and all documents pertaining to the 2023 NYS Consolidated Funding Application (CFA) Program to support project costs associated with development of a Local Waterfront Revitalization Plan, with a total project cost anticipated to be \$150,000, and grant funds representing 75% of total project costs, or \$112,500, and local Village match representing 25% of project costs, or \$37,500.

**WHEREAS**, the execution of a professional service agreement for the Village is a type II action pursuant to 6 N.Y.C.R.R. Section 617.5 (18) and (21), and therefore no further SEQRA review is required.

On the motion of Trustee Sabia and seconded by Trustee Dolan, the following resolution was unanimously approved.

**RESOLUTION 2023 – 164 ~ PARAMEDIC**

**WHEREAS**, Richard Rudolph has applied to be a per diem Paramedic (RSI certified) for the Inc. Village of Northport, now therefore

**BE IT RESOLVED**, Richard Rudolph is hereby hired for the position of Paramedic (RSI certified) for the Incorporated Village of Northport, and as with all applicants, Richard Rudolph will be subject to a background check and confirmation of all certifications necessary to hold the position of Paramedic (RSI certified), and

**BE IT FURTHER RESOLVED**, Paramedic Richard Rudolph will work no more than 17.5 hours a week at a rate of pay of \$33.50 per hour.

On the motion of Trustee Sabia and seconded by Trustee Dolan, the following resolution was unanimously approved.

**RESOLUTION 2023 – 165 ~ DONATION**

**BE IT RESOLVED**, The Village Board hereby accepts the donation of a 2017 Polaris off-road vehicle with a 2018 trailer from the Northport Fire Department.

On the motion of Trustee Sabia and seconded by Trustee Pucillo, the following resolution was unanimously approved.

**RESOLUTION 2023 - 166 ~ COW HARBOR 10K RACE PARKING RESTRICTIONS**

**WHEREAS**, Chief Hughes has requested the enactment of temporary no-parking restrictions on Saturday, September 23, 2023 from 4:00 A.M. to 12:00 P.M. for the Cow Harbor 10K Race and

**WHEREAS**, Chief Hughes has outlined the required restrictions in a memorandum to the Board of Trustees dated August 1, 2023, now therefore

**BE IT RESOLVED**: That the temporary parking restrictions on the dates and times noted in the memorandum, which is annexed to this agenda and incorporated herein, are hereby approved and the Police Department is hereby authorized to take actions necessary to enforce said restrictions.

On the motion of Trustee Sabia and seconded by Trustee Pucillo, the following resolution was unanimously approved.

**RESOLUTION 2023 - 167 ~ COW HARBOR DAY PARKING RESTRICTIONS**

**WHEREAS**, Chief Hughes has requested the enactment of temporary no-parking restrictions on Sunday, September 24, 2023 from 4:00 A.M. to 5:00 P.M. for the Cow Harbor Day Celebration and

**WHEREAS**, Chief Hughes has outlined the required restrictions in a memorandum to the Board of Trustees dated August 1, 2023, now therefore

**BE IT RESOLVED**: That the temporary parking restrictions on the dates and times noted in the memorandum, which is annexed to this agenda and incorporated herein, are hereby approved and the Police Department is hereby authorized to take actions necessary to enforce said restrictions.

On the motion of Trustee Sabia and seconded by Trustee Pucillo, the following resolution was unanimously approved.

**RESOLUTION 2023 – 168 ~ AUTHORIZING THE MAYOR TO ENTER INTO THE VILLAGE DOCK (PHASE II) ENGINEERING & TECHNICAL SERVICES AGREEMENT WITH JASON PONTIERI, P.E., known as JPCE CONSULTING ENGINEERS**

**BE IT RESOLVED**, The Northport Village Board hereby authorizes the Mayor to execute a professional services agreement with JPCE Consulting Engineers, for design and consulting services outlined in the proposal dated July, 2023, at a cost not to exceed \$19,500.00, and authorizes the treasurer to make all appropriations for the purpose of funding the work contained in the proposal and said agreement is subject to attorney review for form and content.

**WHEREAS**, the execution of a professional service agreement for the Village is a type II action pursuant to 6 N.Y.C.R.R. Section 617.5 (18) and (21), and therefore no further SEQRA review is required.

On the motion of Trustee Sabia and seconded by Trustee Pucillo, the following resolution was unanimously approved.

**RESOLUTION 2023 - 169 ~ AUTHORIZING THE MAYOR TO EXECUTE ROADWAY RESTORATION AGREEMENTS WITH NATIONAL GRID AND PSE&G**

**WHEREAS**, National Grid and PSE&G have performed work in the Village of Northport which caused significant damage to the roads in the village and;

**WHEREAS**, National Grid and PSE&G have agreed to make payment to the Village of Northport for restoration of the roadways within the village, specifically National Grid has agreed to pay the sum of three hundred sixty-five thousand four hundred eighty-six dollars and thirteen cents (\$365,486.13) for roadway restoration and PSE&G has agreed to pay One hundred twenty-seven thousand seven hundred seventy dollars (\$127,770.00) for roadway restoration in the Village of Northport; and

**WHEREAS**, the Village of Northport desires to accept the payments from PSE&G and National Grid for roadway restoration, and

**WHEREAS**, the acceptance of the foregoing payments is a Type II action pursuant to 6 N.Y.C.R.R. Section 617.5 (c) 26 and no further SEQRA review is required,

**NOW, THEREFORE BE IT RESOLVED**, that the Mayor is authorized to enter into agreements with National Grid to receive payment of \$365,486.13 for roadway restoration and payment from PSE&G in the amount of \$127,770.00 for roadway restoration with the Village of Northport which money shall be deposited into guaranty, bid and deposits account number A0-0000-0730-0000.

On the motion of Trustee Sabia and seconded by Trustee Dolan, the following resolution was unanimously approved.

**RESOLUTION 2023 – 170 ~ CANON LEASE AGREEMENT**

**BE IT RESOLVED**, The Mayor is hereby authorized to sign a lease agreement with Canon Solutions American Inc. to lease a new copier for the Police Department at a cost of \$160.00/month.

**FURTHER RESOLVED**, this is a Type II action pursuant to 6 N.Y.C.R.R. Section 617.5(c)(31), and, therefore, no further SEQRA review is required.

On the motion of Trustee Dolan and seconded by Trustee Sabia, the following resolution was unanimously approved.

**RESOLUTION 2023 - 171 ~ FREE LITTLE LIBRARY**

**WHEREAS**, Nolan Funeral Home would like to donate a Little Free Library to the Village of Northport and its residents and

**WHEREAS**, the Little Free Library is a book sharing opportunity that helps build a community, inspire reading and expand book access for all.

**BE IT RESOLVED**, that the Village of Northport accepts the donation from Nolan Funeral Home to cover all costs of purchasing the Little Free Library and a starter set of reading material and will designate a spot at Soper Pocket Park to host the said Little Free Library at the discretion of the mayor with the assistance from the building and parks department.

On the motion of Trustee Sabia and seconded by Trustee Weber, the following resolution was unanimously approved.

**RESOLUTION 2023 – 172 ~ PAVING OF VILLAGE ROADS, UTILITY INSTALLATION/REPAIR ON OCEAN AVENUE**

**WHEREAS**, National Grid and PSE&G have recently agreed to pay the Village of Northport for roadway reconstruction for roads damaged by utility upgrades, and

**WHEREAS**, The Village of Northport desires to utilize some of the funds received from PSE&G and National Grid for road paving on Ocean Avenue, and

**WHEREAS**, repaving roadways is a Type II action pursuant to 6 N.Y.C.R.R. Section 617.5 (c) 26 and no further SEQRA review is required at this time,

**NOW, THEREFORE BE IT RESOLVED**, That the Village hereby authorizes an expenditure not to exceed \$289,614.00, on the recommendation of Northport Village Administrator, the following road is approved for paving by Posillico Civil under NY SOGS Contract, Group #31502, funded by PSEG and National Grid funding appropriation: OCEAN AVENUE

On the motion of Trustee Sabia and seconded by Trustee Pucillo, the following resolution was unanimously approved.

**RESOLUTION 2023 – 173 ~ BUDGET TRANSFERS**

**BE IT RESOLVED**, The Village Treasurer is hereby authorized to make the following budget transfers; see attached General Ledger Budget Adjustment Proof List.

On the motion of Trustee Sabia and seconded by Trustee Pucillo, the following resolution was unanimously approved.

**RESOLUTION 2023 – 174 ~ PAVING OF VILLAGE ROADS, UTILITY INSTALLATION/REPAIR ON LEWIS ROAD**

**WHEREAS**, National Grid and PSE&G have recently agreed to pay the Village of Northport for roadway reconstruction for roads damaged by utility upgrades, and

**WHEREAS**, The Village of Northport desires to utilize some of the funds received from PSE&G and National Grid for road paving on Lewis Road (Ocean Ave to Northwest Dr), and

**WHEREAS**, repaving roadways is a Type to action pursuant to 6 N.Y.C.R.R. Section 617.5 (c) 26 and no further SEQRA review is required at this time,

**NOW, THEREFORE BE IT RESOLVED**, that the Village hereby authorizes an expenditure not to exceed \$43,000.00, On the recommendation of Northport Village Administrator, the following road is approved for paving by Posillico Civil under NY SOGS Contract, Group #31502, funded by PSEG and NATIONAL GRID funding appropriation: LEWIS ROAD

On the motion of Trustee Sabia and seconded by Trustee Weber, the following resolution was unanimously approved.

**RESOLUTION 2023 - 175 ~ AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT FOR MAINTENANCE OF A HVAC MECHANICAL EQUIPMENT LOCATED AT THE MAIN FIREHOUSE**

**WHEREAS**, the maintenance, inspection and repair of the mechanical system that services for the Main Firehouse located at 204 Main Street are required in order to facilitate efficiency of the system and prolong the life expectancy of the equipment; and

**WHEREAS**, this is a specialized technical service, for the maintenance, inspection and repair of the HVAC mechanical system; and

**WHEREAS**, Inter-County Mechanical Corp. 1600 Ocean Ave. Bohemia, NY 11716 at a cost of (Nineteen Hundred and seventy-five dollars) \$1,975.00 for a one-year contract for the maintenance of our HVAC Mechanical system in that Inter-County Mechanical Corp. has the technical familiarity and the fastest response time for servicing the system which is of critical importance to the Village; and

**WHEREAS**, the HVAC maintenance contract is a Type II action pursuant to 6 N.Y.C.R.R. §617.5(c) (26) and therefore no further SEQRA review is required.

**NOW, THEREFORE BE IT RESOLVED**, the Mayor is hereby authorized to execute a contract with Inter-County Mechanical Service Corp. for the maintenance of the HVAC system servicing Main Firehouse at 204 Main Street in the amount of \$1,975.00 further authorizes the Mayor and/or her designee to enforce the provisions of the contract and all other relevant documents as deemed necessary by the Village Attorney.

On the motion of Trustee Sabia and seconded by Trustee Dolan, the following resolution was unanimously approved.

**RESOLUTION 2023 - 176 ~ AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT FOR MAINTENANCE OF HVAC MECHANICAL EQUIPMENT LOCATED AT THE STATION #1 FIREHOUSE**

**WHEREAS**, the maintenance, inspection and repair of the mechanical system that services for the Station #1 Firehouse located at 22 Waterside Ave are required in order to facilitate efficiency of the system and prolong the life expectancy of the equipment; and

**WHEREAS**, this is a specialized technical service, for the maintenance, inspection and repair of the HVAC mechanical system; and

**WHEREAS**, Inter-County Mechanical Corp. 1600 Ocean Ave. Bohemia, NY 11716. At a cost of (Fourteen Hundred and fifty dollars) \$1,450.00 for a one-year contract for the maintenance of our HVAC Mechanical system in that Inter-County Mechanical Corp. has the technical familiarity and the fastest response time for servicing the system which is of critical importance to the Village; and

**WHEREAS**, the HVAC maintenance contract is a Type II action pursuant to 6 N.Y.C.R.R. §617.5(c) (26) and therefore no further SEQRA review is required.

**NOW, THEREFORE BE IT RESOLVED**, the Mayor is hereby authorized to execute a contract with Inter-County Mechanical Service Corp. for the maintenance of the HVAC system servicing Station #1 Firehouse at 22 Waterside Ave in the amount of \$1,450.00 further authorizes the Mayor and/or her designee to enforce the provisions of the contract and all other relevant documents as deemed necessary by the Village Attorney.

On the motion of Trustee Sabia and seconded by Trustee Dolan, the following resolution was unanimously approved.

**RESOLUTION 2023 – 177 ~ PAVING OF VILLAGE ROADS, UTILITY INSTALLATION/REPAIR ON JAMES STREET**

**WHEREAS**, National Grid and PSE&G have recently agreed to pay the Village of Northport for roadway reconstruction for roads damaged by utility upgrades, and

**WHEREAS**, The Village of Northport desires to utilize some of the funds received from PSE&G and National Grid for road paving on James Street (Ocean Ave to a point 580LF west), and

**WHEREAS**, repaving roadways is a Type to action pursuant to 6 NYCRR 617.5 (c) 26 and no further SEQRA review is required at this time,

**NOW, THEREFORE BE IT RESOLVED**, that the Village hereby authorizes an expenditure not to exceed \$32,000.00, On the recommendation of Northport Village Administrator, the following road is approved for paving by Posillico Civil under NYSOGS Contract, Group #31502, funded by PSEG and National Grid funding appropriation: JAMES STREET

On the motion of Trustee Sabia and seconded by Trustee Weber, the following resolution was unanimously approved.

**RESOLUTION 2023 – 178 ~ PAVING OF VILLAGE ROADS, UTILITY INSTALLATION/REPAIR ON STEERS AVE**

**WHEREAS**, National Grid and PSE&G have recently agreed to pay the Village of Northport for roadway reconstruction for roads damaged by utility upgrades, and

**WHEREAS**, The Village of Northport desires to utilize some of the funds received from PSE&G and National Grid for road paving on Steers Ave. (Ocean Ave to a point 75' LF north), and



**WHEREAS**, repaving roadways is a Type to action pursuant to 6 NYCRR 617.5 (c) 26 and no further SEQRA review is required at this time,

**NOW, THEREFORE BE IT RESOLVED**, That the Village hereby authorizes an expenditure not to exceed \$3,500.00, On the recommendation of Northport Village Administrator, the following road is approved for paving by Posillico Civil under NYSOGS Contract, Group #31502, funded by PSEG and NATIONAL GRID funding appropriation: STEERS AVENUE

On the motion of Mayor Koch and seconded by Trustee Dolan, the following resolution was approved; Trustee Sabia and Trustee Pucillo opposed.

**RESOLUTION 2023 - 179 ~ APPOINTMENT OF FULL-TIME SECRETARY TO THE BOARD OF ARCHITECTURAL AND HISTORIC REVIEW**

**WHEREAS**, Catherine Lageraaen serves as Secretary to the Board of Architectural and Historic Review and

**WHEREAS**, the village has a need for a human resources specialist to attend to village personnel matters and Ms. Lageraaen has the certifications to perform this function and

**WHEREAS**, the Village is also in need of additional clerical support across all departments now

**THEREFORE, BE IT RESOLVED**, that Catherine Lageraaen is hereby appointed as full-time Secretary commencing immediately or as soon thereafter as Ms. Lageraaen is able to start, and shall be compensated at the annual salary of \$50,000. (35/hrs. weekly, Monday through Friday 8:30 a.m. to 4:30 p.m.), plus \$1,500 annually for attendance at monthly meetings of the Board of Architectural and Historic review and shall be eligible for all applicable benefits,

**BE IT FURTHER RESOLVED:** this is Type II Action pursuant to 6 N.Y.C.R.R. Section 617.5 (c) 26, and, therefore, no further SEQRA review is required.

On the motion of Trustee Sabia and seconded by Trustee Weber, the following amended resolution was unanimously approved.

**AMENDED RESOLUTION 2023 – 96 ~ NORTHPORT HARBOR FAMILY NIGHT PARKING RESTRICTIONS**

**WHEREAS**, The Northport Harbor Family Nights has been authorized for August 8<sup>th</sup> 2023 from 5:30pm – 11:00pm and,

**BE IT RESOLVED**, The Board of Trustees is hereby authorized to establish No Parking restrictions as outlined in a memo from Chief Hughes dated February, 2023 and,

**BE IT FURTHER RESOLVED**, The Board authorizes the Village of Northport Police Department to remove any vehicle found to be in violation of these restrictions at the expense of the vehicle's owner.

An additional meeting of the Board of Trustees has been scheduled on Tuesday, August 22, 2023 at 6:00 p.m. to approve warrants and discuss metered parking in Lot 4.

On the motion of Trustee Sabia and seconded by Trustee Dolan and approved by all, the meeting was adjourned at 7:27 p.m.

Respectfully submitted,

Georgina Cavagnaro  
Village Clerk