

**THE MINUTES
FOR THE AUGUST 16, 2016
MEETING OF THE BOARD OF TRUSTEES
OF THE INCORPORATED VILLAGE OF NORTHPORT
REGULAR MEETING
6:00 PM.**

Present: Mayor Doll, Trustees Maline, McMullen, Milligan and Tobin, Village Attorney Stuart Besen, Village Clerk Donna Koch, Village Administrator Tim Brojer Village Treasurer Len Marchese, Village Police Chief Bill Ricca

ANNOUNCEMENTS:

PRESENTATIONS: Dave Tellier and Phil Marcino of the Auditing firm of Nawrocki Smith present their findings to the Board; Nawrocki Smith was contracted by the Village to audit the general financial statement as well as the justice courts financial statements. Mr. Tellier started by thanking Village Treasurer Len Marchese, Deputy Treasurer Laura Kaplan and Accounts Clerk Siobhan Costello. Everything was provided accurately and on a timely basis. Nawrocki Smith helped in filing the Annual Updated Document which was filed on time by the Village. No internal deficiencies or weaknesses were found.

The Village has a Moody's rating of AA+. Mr. Marcino reiterated while there were no weaknesses or deficiencies he did make recommendations, one, journal entry procedures, he would like to see a signed and approved document of the journal entries signed by the Treasurer or other official, someone not entering them. Two; they would like to see the sewer fund reconciled to the general ledger. Something he understands the Village is in the process of. Three; credit cards have a few receipts missing, there were no unnecessary charges that they saw. All charges were in accordance with the budget.

There were some prior year recommendations not made by Nawrocki Smith but need to be addressed being; they would like to see written year end closing procedures. The procedures are there, just not in writing. They would like to see a five year time line on capital projects. With purchase orders they would like to see only one or two people entering the PO's.

Mr. Marchese commented that the Village has addressed the deficiencies and most will be rectified by the time the auditors return.

PUBLIC HEARINGS: no public hearings this evening.

PUBLIC PARTICIPATION:

Betty Koerner, asked for a moment of silence for the Police Officers killed in the line of duty.

Ms. Koerner, was concerned that no one from the Village Board attended George Washington's luncheon at Platt's Tavern.

Josephine Rizzoni of Beach Ave. addressed the Board with concerns over the condition of Scudder Park. Stating that her neighbors and she were made promises that the area would be cleaned up and that hasn't happened. Between the machinery at on-going sewer project which she hasn't seen anyone working at for some time to the overall condition of the park. She stated that people are not cleaning up after their parties and after one particular party where curtains were hung, the tacks were left in the sand. The gardens are overgrown and the pavilion needs work. The playground equipment is a disgrace and people are parking all over the grass. The Village had promised to re-seed the lawns and again that hasn't been done. One bright spot is the Long Island Rowing Club and has starting using the park. They should not have to clean up the park every Monday morning before they start. One neighbor has threaten to call the local news again. Village Administrator reported they are waiting for cooler weather to plant grass. Mr. Brojer will talk to the contractor to remove any equipment not being using.

Shane Rodgers of Terry Rd ask for an update, if the Village had looked into alternative measurers for out sourcing the storm water dumping. The Mayor responded that the Village has not looked into out sourcing this function. Mr. Rogers also questioned why PSEG trucks were driving in and out of Steers Park. The Mayor responded that they are dumping tree debris from Village trees. The Village has allowed PSEG trucks to be parked at Steers Beach. They are doing work at Eaton's Neck and along Asharoken Ave. along Eaton's Neck Rd which is in the Village. It was more cost effective to let them park at the beach instead of having them drive back and forth from the south shore. No debris from other then the Village is being placed down at Steers Park. Mr. Brojer stated those trucks will be gone by the end of the week.

Mr. Rogers also questioned the report regarding the contaminates in the storm drain waste. Mr. Rodgers stated the Villages report clearing states the contaminates are in excess of EPA standards. Trustee Milligan stated the report does not state that the Village is in excess and that Mr. Rodgers is not reading the report correctly.

Mr. Czelandnicki first thanked the Board for cleaning up the one area where the containers are being kept.

Mr. Linder of Waterside Ave. asked the Village to remove a tree from the front of his property. The tree in question was six feet in from the road and Mr. Brojer did not know if it was in fact a village tree but would look into it.

Mr. Czelandnicki question what was going on, on Highland Ave. PSEG is doing a large project replacing the gas lines.

BOARD APPROVAL OF WARRANT:

On the motion of Trustee McMullen and seconded by Trustee Maline the following bills were approved for payment.

Fiscal Year 2016/2017 General Fund bills in the amount of \$ 182,117.01

On the motion of Trustee Tobin and seconded by Trustee Maline the following bills were approved for payment.

Fiscal Year 2016/2017 Sewer Fund bills in the amount of \$ 14,499.81

On the motion of Trustee Maline and seconded by Trustee McMullen the following bills were approved for payment.

Fiscal Year 2016/2017 Capital Warrant bills in the amount of \$6,691.50

On the motion of Trustee Tobin and seconded by Trustee McMullen the following bills were approved for payment.

Fiscal Year 2016/2017 Fire Department bills in the amount of \$ 49,500.17

On the motion of Trustee Maline and seconded by Trustee McMullen the following bills were approved for payment.

Fiscal Year 2016/2017 Trust Fund bills in the amount of \$ 75.00

COMMISSIONER REPORTS: Trustee Maline apologized for the Scudder Park project taking so long. The Village is hiring a new code compliance officer this evening. He has a police background. The Village will send him for training on code enforcement.

Trustee McMullen reported that everyone is trying to do their best at Scudder Park and dealing with the construction delays. The numbers at the plant just keep getting better, just under 6. This time of year the schools use a green project for cleaning before the start of the new year and this causes havoc on the plant killing off bacteria. Now that the staff knows it's going to happen they are able to combat it by keeping some of the sludge, keeping bacteria levels high.

Trustee Tobin stated he would give his report under old business.

Trustee Milligan reported on the waterfront we have asset our surplus dock inventory and have kept the one we felt were viable and got rid of the rest, cleaning up more of Scudder Park.

Mayor Doll reported Highway has removed the old dock debris, has done tree work, continue to do mowing, installed a new hood on one of the six wheelers, sweeper has been out and they continue to repair curbs and sidewalks.

CHIEF OF POLICE REPORT: Chief Ricca reported the department responded to 503 calls for service, issued 271 summonses and made 29 arrests. The Chief commended the board on the recent hiring of paramedics they were able to save the life of a man choking. The paramedic used a special instrument the blockage saving the man's life.

ADMINISTRATOR'S REPORT: nothing to report this evening,

NEW BUSINESS: no new business.

OLD BUSINESS:

Trustee Tobin reported that there are two items involving the EFC.

1. The Village can avoid having to go into debt or spending down its reserve fund when the unpaid balance on the current short-term loans, which have provided the cash flow for the sewer system upgrades performed to-date, come due next month. This past week the EFC said that, upon our request, it will offer the village a one year extension of those loans, on the same terms. They are extending this assistance to us because the \$1.5 million dollar NYS-to-Suffolk County pass-through grant, awarded several years ago, with which the Village will pay down most of the remaining EFC loan balance, still has not gone to contract between the State and the County. This one year extension from the EFC enables us to continue good management of our money and avoids forcing the Village to either borrow or lower our reserve. Trustee Tobin said the EFC has been wonderful agency to work with. He then asked for a consensus of the board to accept the extension. If we don't, we must choose one of three options within a month: 1) pay through a 30 year, non-refundable EFC bond, 2) go into the market ourselves to either issue a bond or obtain short-term financing, or 3) Do an internal loan from the General Fund reserve to the Sewer (G) Fund. Trustee Tobin strongly recommended that the Village authorize the Mayor to request the loan extension and to sign any related documents. The entire board concurred with his recommendation.

2.

Trustee Tobin also reported that the Governor issued a press release stating that grants and short-term financing assistance loans would be available to a variety of municipalities through the EFC's Clean Water Programs. Northport is eligible for up to a \$1,184,000.00 grant and \$3,055,200.00 in short-term loans. This assistance is for the remaining work to be done on the revised shoreline sewer: Installing a new Shoreline Sewer main (12" pipe) under the harbor bed from Fifth Avenue to Beach Avenue. This main will replace both the current 8" Shoreline Sewer main and the 8" main under Woodbine Avenue. We decided that by combining the two projects, we would save about \$4 to 5 million and could also put in a larger pipe that would carry more flow. Earlier this year we made a request to the EFC for \$4 million in short term loans. We also requested a \$4 million Clean Water Grant. We were told that we were granted the \$4 million short term loans. However, the Governor's press release has supplanted both of those items, rolling them into one. The EFC explained that the new grant and loan package, roughly 25% and 75%, respectively, is to cover otherwise uncovered costs. Thus, if the Village finds a separate \$2 million grant the amount of the EFC grant and loan would be reduced to 25% and 75% of the remaining, uncovered costs. Mr. Besen has drawn up a resolution to except the grant and loan.

CORRESPONDENCE: no correspondence this evening.

REQUESTS: no requests this evening.

RESOLUTIONS:

On the motion of Trustee Milligan and seconded by Trustee McMullen with Trustee Maline abstaining the following resolution was approved.

RESOLUTION 2016- 124 ~ APPROVAL OF THE JULY 12, 2016 MINUTES

WHEREAS: Copies of the minutes of the July 12, 2016, meeting were sent to the Board for approval, therefore,

BE IT RESOLVED that said minutes are approved without reading, at this time.

On the motion of Trustee Milligan and seconded by Trustee Maline the following resolution was unanimously approved.

RESOLUTION 2016 – 125~ PAID PARAMEDICS

BE IT RESOLVED: Christopher Evers, David Cira, David Marshall have been approved pending the completion of background checks, for hire as paid Paramedic in the Incorporated Village of Northport, and

WHEREAS: each Paramedic will work no more than 17.5 hours a week at a rate of pay of \$25.00 per hour.

On the motion of Trustee Tobin and seconded by Trustee Maline the following resolution was unanimously approved.

RESOLUTION 2016 -126 ~ ASSISTANT NARCOTIC SUPERVISOR

WHEREAS: John Mancino has resigned from the position of Assistant Narcotic Supervisor, so

BE IT RESOLVED: Kyle Van Nostrand is hereby hired as the Northport Fire Department Assistant Narcotic Supervisor at a per-diem rate of \$27.00/per hour.

On the motion of Trustee Maline and seconded by Trustee McMullen the following resolution was unanimously approved.

RESOLUTION 2016-127 ~ PARKING METER COLLECTIONS AND REPAIR

BE IT RESOLVED: William Bootz is hereby hired to assist in the collection and repair of parking meters at the rate of \$20.00/hr. not to exceed 17.5 hours a week.

On the motion of Trustee Maline and seconded by Trustee McMullen the following resolution was unanimously approved.

RESOLUTION 2016 -128~ APPOINTMENT OF ALTERNATE SCHOOL CROSSING GUARD

BE IT RESOLVED: That Kathleen Byrnes, Ashwood Ct. E. Northport, N. Y. is hereby hired as an alternate "School Crossing Guard" at a salary defined in the Collective Bargaining Agreement between the Village of Northport and Local 342.

On the motion of Trustee Milligan and seconded by Trustee Maline the following resolution was unanimously approved.

RESOLUTION 2016 – 133 ~ MAINTENANCE MECHANIC PROMOTIONS

BE IT RESOLVED: Raymond Desmond, Phillip Macedonio, and Jose Reyes are hereby promoted to the six month provisional position of Maintenance Mechanic effective August 21, 2016, at the annual salary and other conditions of employment, pursuant to the collective Bargaining Agreement between the Village of Northport and Local 342, Long Island Public Service Employees.

On the motion of Trustee Maline and seconded by Trustee Milligan the following resolution was unanimously approved.

RESOLUTION 2016 – 134 ~ SET PUBLIC HEARING

PLEASE TAKE NOTICE: that a Public Hearing of the Village Board of Trustees will be held at the Village Hall, 224 Main Street, Northport, New York at 6:00 o'clock in the evening of the 7th day of September 2016, to consider the following proposed local law:

**LOCAL LAW “D” of 2016
A LOCAL LAW TO AMEND CHAPTER 47 OFFICERS AND EMPLOYEES
ARTICLE V OF CODE OF THE VILLAGE OF NORTHPORT
Criminal History Record Search for Certain Employment**

Section 42-7. Conduct of records search

A. The Village may conduct certain investigations concerning the qualifications of any

Applicant, as are necessary to make an informative evaluation and determination as

to the experience and character qualifications, for the following positions:

- (1) Code Compliance Director.
- (2) Assistant Code Compliance Director.
- (3) Building Inspector.
- (4) Northport Police Officer.
- (5) Police Dispatcher.
- (6) Court Clerk.
- (7) Deputy Court Clerk.
- (8) Village Administrator. (Amended 10-5-2010 by L.L. No. 8-2010)
- (9) Village Bay Constable.
- (10) Dockmaster.
- (11) Parking Meter Attendant.
- (12) Parking Meter Officer.
- (13) Highway Superintendent.
- (14) Senior Sewer Plant Superintendent.

- (15) Village Clerk.
- (16) Deputy Village Clerk.
- (17) Treasurer.
- (18) Deputy Treasurer.
- (19) Secretary of the Planning Board.
- (20) Secretary of the Board of Zoning Appeals.
- (21) Traffic Control Officer.
- (22) Traffic Control Specialist.
- (23) Harbormaster.
- (24) Paramedic.
- (25) Fire Marshal
- (26) Parking Meter Collector.

- B. Any applicant for employment for the above referenced positions may be fingerprinted by the New York State Division of Criminal Justice Services or its contractor (currently Morpoho Trust USA) for a full search in order to determine if the applicant has been convicted of any criminal offense.
(Amended by LL- 2016)
- C. Each applicant shall sign a release authorizing the Village to submit such applicant's fingerprints to the New York State Division of Criminal Justice Services and to receive the results or report of such criminal history record search. Such release, a copy of which shall be supplied to the applicant, shall also advise the applicant that a criminal history record search will be conducted concerning the applicant, and he or she may obtain a copy of his or her criminal history record.
- D. The New York State Division of Criminal Justice Services shall return such criminal history record information as may exist in its files or a statement that no such relevant information exists. Such report, when received, shall be marked confidential and securely stored and shall not be disclosed to any other person other than the applicant, although the contents of the report may be disclosed to the Village Board of Trustees, the Village Chief of Police and the Village Attorney, as it is necessary to determine character qualifications.
- E. Each case involving a criminal conviction shall be considered on its own merits. An applicant shall not automatically be disqualified or barred from employment solely on the basis of a criminal conviction unless otherwise mandated by law.

- F. All fingerprints supplied by the applicant shall be returned to the applicant upon denial of his or her employment in connection with which such fingerprints were obtained or upon termination.

On the motion of Trustee Tobin and seconded by Trustee McMullen the following resolution was unanimously approved.

RESOLUTION 2016 –135 ~ BUDGET TRANSFER

BE IT RESOLVED: The Village Treasurer is hereby authorized to make the following budget transfers; see Schedule "A"

On the motion of Trustee Tobin and seconded by Trustee McMullen the following resolution was unanimously approved.

RESOLUTION 2016 –136 EFC FUNDING.

BE IT RESOLVED: The Mayor is hereby authorized to accept a grant from the New York State Environmental Facilities Corporation in a sum not to exceed 1,018,400 and finance not to exceed 3,055,200 under CWSRF project No. C1-5160-04-01 for shoreline sewer and Beach Ave pump station project, and

FURTHER RESOLVED: the Mayor is authorized to execute any and all documents in furtherance of grant and financing subject to village attorney approval of content.

The next regular meeting of the Board of Trustees will be on September 6th, 2016 at 6:00 p.m.

A RESOLUTION FOR AN EXECUTIVE SESSION: if necessary, for personnel and/or litigation matters.

Respectfully submitted,

Donna M. Koch
Village Clerk

Schedule A

INC VILLAGE OF NORTHPORT
Budget Transfers

8/16/2016 AMOUNT	2016-2017 APPROPRIATION LINE FROM	APPROPRIATION LINE TO	AMOUNT
\$106.17	A.1620.0401.0000 Village Hall Utilities	A.1620.0409.0000 Village Hall Misc.	\$106.17
\$1,209.01	A.3410.0409.0000 Fire Dept. Misc.	A.3410.0418.0000 F.D. Rescue Squad	\$1,209.01
\$294.00	A.5110.0430.0000 Hazard Mitigation	A.5110.0409.0000 Highway Misc.	\$294.00
\$500.00	G.8120.0401.0000 Sewer Line Utilities	G.1650.0400.0000 Sewer Phones	\$500.00