

AGENDA
APRIL 3, 2024 – 6:00 PM.
MEETING OF THE BOARD OF TRUSTEES
OF THE INCORPORATED VILLAGE OF NORTHPORT
ANNUAL ORGANIZATIONAL MEEETING

Meeting will be held live at Village Hall, 224 Main Street Northport, NY 11768 and will also be available via Zoom:

Register in advance to attend by Zoom only:

<https://us02web.zoom.us/meeting/register/tZYrcuqorDooEtaPe0wZ2aUTQLG27HVMrtoR>

After registering, you will receive a confirmation email containing information about joining the meeting.

OPEN MEETING:

SALUTE TO THE FLAG:

OATH OF OFFICE: Trustee Weber and Trustee Boziwick

ANNOUNCEMENTS: Mayor Koch appointments Trustee Meghan Dolan as Deputy Mayor.

PRESENTATION:

PUBLIC HEARINGS:

PUBLIC PARTICIPATION:

BOARD APPROVAL OF WARRANTS:

Prepay Governmental Funds Utility Bills 3/21/24 Fiscal year 2023-2024 in the amount of \$6,772.11

Prepay Governmental Funds Utility Bills 3/21/24 Fiscal year 2024-2025 in the amount of \$5,920.34

Governmental Funds bills 4/3/24 Fiscal Year 2023-2024 in the amount of \$4,251.42

Governmental Funds bills 4/3/24 Fiscal Year 2024-2025 in the amount of \$113,460.01

Payroll week 3/22/24 General Fund \$266,297.78

Payroll week 3/22/24 Sewer Fund \$15,827.87

BUSINESS/COMMISSIONERS REPORTS:

TREASURER REPORT:

CHIEF OF POLICE REPORT:

CORRESPONDENCE:

REQUESTS:

RESOLUTIONS:

RESOLUTION 2024 – 51 ~ APPROVAL OF MINUTES

BE IT RESOLVED, the minutes of the March 20, 2024 meeting are hereby accepted.

RESOLUTION 2024 - 52 ~ COMMISSIONER APPOINTMENTS

BE IT RESOLVED, That the Board of Trustees hereby approves the following designations of Commissioners as appointed by the Mayor:

- Commissioner of Police – Trustee Dolan
- Commissioner of Commerce – Trustee Boziwick
- Commissioner of Finance – Mayor Koch
- Commissioner of Public Works and Highways – Trustee Boziwick
- Commissioner of Parks - Trustee Dolan
- Commissioner of Docks & Waterways - Trustee Weber
- Commissioner of Personnel – Mayor Koch & Trustee Sabia
- Commissioner of Sanitation – Trustee Sabia
- Commissioner of Waste Water Treatment - Trustee Weber

RESOLUTION 2024 – 53 ~ SEXUAL HARASSMENT COMMITTEE

BE IT RESOLVED, That the Board of Trustees hereby approves the appointment of the following individuals to the Village’s Sexual Harassment Committee:

1. Trustee Dolan
2. Trustee Boziwick

RESOLUTION 2024 – 54 ~ APPOINTMENT OF VILLAGE ATTORNEY

WHEREAS, the Board of Trustees hereby appoints John Bennett of the law firm Gathman & Bennett, LLP as Village Attorney, and desires to have Gathman & Bennett, LLP continue to represent the Planning Board, The Board of Zoning Appeals and the Architectural Review Board,

WHEREAS, it is further agreed and acknowledged that as to any litigated matters that the Board of Trustees should seek to have Gathman & Bennett, LLP represent the Village on, same would be handled at the hourly rate of \$225.00 per hour, and

WHEREAS, Gathman & Bennett, LLP shall be compensated at the rate of one hundred fifty thousand dollars (\$150,000.00) per annum, said resolution to expire April 6, 2026 and

WHEREAS, the Board of Trustees appointment of attorneys is a type II SEQRA action pursuant to 6 NYCRR 617.5 (c) 20 and does not require further SEQRA review, and it is

RESOLVED, that John Bennett of the law firm Gathman & Bennett, LLP is appointed Village Attorney and the firm of Gathman & Bennett, LLP shall represent the Village of Northport and its Planning, Zoning and Architectural review Boards at the annual rate of One hundred fifty thousand dollars per annum.

RESOLUTION 2024 – 55 ~ APPOINTMENT OF TAX CERTIORARI COUNSEL

BE IT RESOLVED, That the law firm of Peter D. Johnson, Esq. is retained as outside counsel for tax certiorari matters for a term to begin on April 3, 2024 and end on April 7, 2025 at the rate of \$175.00 per hour with reimbursement of all out-of-pocket expenses incurred on behalf of the village not to exceed \$10,000.00.

RESOLUTION 2024 – 56 ~ APPOINTMENT OF VILLAGE PROSECUTOR

BE IT RESOLVED, That Daniel Hallak is hereby retained as Village Prosecutor, for a term to begin on April 3, 2024 and end on April 7, 2025, at the rate of \$750.00 per court appearance excluding Trials which can be billed at the rate of \$225.00 per hour and is hereby authorized to prosecute violations of the Village Code and local laws in Village Justice Court. Said retention shall not be as an employee of the Village but as an appointee.

WHEREAS, the retaining of an attorney is a Type II Action pursuant to N.Y.C.R.R. Section 617.5(c) 26, and, therefore, no further SEQRA review is required.

RESOLUTION 2024 – 57 ~ APPOINTMENTS

BE IT RESOLVED: The following appointments proposed by the Mayor are hereby approved pursuant to the Village Law:

Village Clerk – Georgina Cavagnaro	2 years
Village Registrar – Georgina Cavagnaro	2 years
Deputy Village Clerk – Joy Nygren	2 years
Deputy Village Registrar – Joy Nygren	2 years
Village Treasurer – Siobhan Costello	2 years
Deputy Village Treasurer – Janine D’Orio	2 years
Human Resource Representative - Catherine Lageraen	2 years

RESOLUTION 2024 – 58 ~ FURTHER APPOINTMENTS

BE IT RESOLVED, the following appointments proposed by the Mayor Koch are hereby approved pursuant to the Village Law.

Acting Village Justice - Ralph Crafa	1 year
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Secretary to the Planning Board - Joy Nygren 1 year
 Secretary to the Zoning Board – Brian Pernice 1 year

Secretary to the Board of Architectural and Historic Review – Catherine Lageraen 1 year
 Secretary to the Board of Fire Commissioners -Janet Price 1 year
 Village Assessor - Richard Leonard 1 year
 Fire Marshal – Ryan Kleinkopf 1 year
 Fire Marshal – Steven Rostern 1 year
 Harbormaster – Dan Stahl 1 year
 Harbormaster – Nick Volpe 1 year
 Village Historian - Steven King 1 year

RESOLUTION 2024 - 59 ~ ADDITIONAL APPOINTMENTS

BE IT RESOLVED, the following appointment proposed by Mayor Koch are hereby approved pursuant to the Village Law:

Board of Fire Commissioners (3-year term)

1. Phil Weber (Term to expire 2027)
2. Bill Koran (Term to expire 2027)

Board of Zoning Appeals (5-year term)

1. Janet Pushee (Term to expire in 2029)

Planning Board (5-year term)

1. Robert Flynn (Term to expire in 2029)
2. Marty Rebholz (Term to expire in 2029)

Board of Architectural and Historic Review (3-year term)

1. Christine Doll-Wagner (Term to expire in 2027)
2. Brendan Moran (Term to expire in 2027)
3. Paul Herkovic (Term to expire in 2027)

RESOLUTION 2024 – 60 ~ CHAIRMAN APPOINTMENTS

BE IT RESOLVED, the following appointments proposed by Mayor Koch are hereby approved pursuant to the Village Law:

	TERM TO EXPIRE
Chairman, Board of Fire Commissioners - Phillip Weber	4/7/2025
Chairman, Planning Board – Robert Flynn	4/7/2025
Chairman, Board of Zoning Appeals - Andrew Cangemi	4/7/2025
Chairman, Board of Architectural & Historic Review – Susan Suvall	4/7/2025

RESOLUTION 2024 – 61 ~ REAFFIRMATION OF POLICE CHIEF CONTRACT

BE IT RESOLVED, The Village Board hereby reaffirms the employment agreement between Police Chief Christopher Hughes and the Village of Northport contract date June 8th, 2022.

RESOLUTION 2024 – 62 ~ MEETINGS OF THE BOARD OF TRUSTEES

BE IT RESOLVED, That the regular meetings of the Board of Trustees will be held monthly on the first and third Tuesdays of each month with the exception of July and August, where only one meeting will be held on the first Tuesday of these months. The meetings will start at 6:00pm.

RESOLUTION 2024 – 63 ~ ANNUAL MEETING OF THE BOARD OF TRUSTEES

BE IT RESOLVED, the annual meeting of the Board of Trustees will be held on April 8, 2025 at 6:00 PM.

RESOLUTION 2024 – 64 ~ DESIGNATION OF THE OFFICIAL NEWSPAPER

BE IT RESOLVED, that pursuant to the Village Code, The Observer is hereby designated as the official newspaper of the Incorporated Village of Northport.

RESOLUTION 2024 – 65 ~ DESIGNATION OF DEPOSITORIES FOR FUNDS

BE IT RESOLVED, 1. The First National Bank of Long Island, Flushing Bank, Capital One, Chase, NYCLASS and their subsidiaries and affiliates, are authorized to do business in Northport, New York, are hereby designated as depositories of this Public Entity.

2. The Treasurer and Mayor of the Public Entity, or any one of them, is/are hereby authorized to open a bank account or accounts from time to time with First National Bank of Long Island, Flushing Bank, Capital One, Chase, NYCLASS and their subsidiaries and affiliates (each being hereinafter referred to as “Bank”) for and in the name of the Public Entity with such title or titles as he/she or they may designate.

3. Until the further order of the Governing Board, pursuant to paragraph 11 hereof, the requirement of a maximum amount which may be kept on deposit at bank at any time is not applicable.

4. The Treasurer Siobhan Costello, Mayor Donna Koch, Village Clerk Georgina Cavagnaro and Deputy Clerk Joy Nygren of Public Entity, signing jointly on any and all checks issued by the Village, their successors and any other person authorized by statute, regulation or court order on behalf of Public Entity(“Authorized Person(s)”) is/are hereby authorized to sign, by hand or by facsimile (including, but not limited to, electronically generated) signatures(s), checks, drafts, acceptances and other instruments (hereinafter collectively referred to as “Items(s)). Notwithstanding the above, any Authorized Person is authorized singly to: (1) initiate Automated Clearing House (“ACH”) debits without a signature; (2) initiate payments by use of Depository Transfer Checks (“DTC”) without a signature provided that the name of the Public Entity

is printed on the DTC; or (3) give instructions, by means other the signing of an item, with respect to any account transaction, including, but not limited to , the payment, transfer or withdrawal by wire, computer or other electronic means (now existing or hereafter developed), of funds, credits, items or property at any time held by bank for account of the Public Entity (“Instructions”).

5. The Treasurer and Mayor of the Public Entity is/are hereby authorized without further action of this Governing Board to execute the banks’ form entitled Appointment of Designated Person(s) to Provide Call Back Verifications and Written Confirmations in Connection with Payment Orders”, thereby designating one or more individuals, whether or not such individuals be designated as “Authorized Persons”, for the purpose of the verification of payment orders and issuance of written confirmations.

6. Bank is hereby authorized to honor and pay items, whether signed by hand or by facsimile (including, but not limited to electronically generated) signature(s). In the case of facsimile signatures, Bank is authorized to pay any item if the signature, resembles the specimens filed with Bank by Public Entity, regardless of how or by whom such signature was affixed and whether or not the form of signature used on such Item was actually prepared by or for the Public Entity. Bank is further authorized to honor and pay DTC’s, ACH’s Instructions, and other orders given singly by any Authorized Person or employee individually, without limit as to amount.

7. Bank is hereby authorized to accept for deposits, for credit, for collection, or otherwise, Items whether or not endorsed by any person or by stamp or other impression in the name of the public Entity without inquiry as to the circumstances of the endorsement or lack of endorsement of the endorsement or the disposition of the proceeds.

8. Public Entity agrees to be bound by the “Terms and Conditions for Business Accounts and Services,” currently in effect and as amended hereafter, as well as any signature card, deposit ticket, checkbook, passbook, statement of account, receipt, instrument, document or other agreement, such as, but not limited to, funds transfer agreements and security procedures delivered or made available to Public Entity from bank, and by all notices posted at the office of Bank at which the account of the Public entity is maintained, or on a website that the Bank maintains or participates in, in each case with the same effect as if each and every term thereof were set forth in full herein and made part hereof.

9. The Treasurer and Mayor of the Public Entity or any one or more of them is/are hereby authorized to act for the Public Entity in all matters and transactions relating to any of its business with the Bank including, but not limited to, the execution and delivery of any agreements or contacts necessary to affect the foregoing Resolution.

10. Each of the foregoing Resolutions and the authority thereby conferred shall remain in full force and effect until written notice of revocation or modification by presentation of new resolutions and Bank Signature Card Form shall be received by Bank; provided that such notice shall not be effective with respect to any revocation or modification of said authority until Bank shall have had a reasonable opportunity to act following receipt of such notice and shall not be effective with respect to any checks or other instruments for the payment of money or the withdrawal of funds dated on or prior to the date of such notice.

11. The Village Clerk, Deputy Clerk or Treasurer of the Public Entity is hereby authorized and directed to certify, under the seal of the Public Entity or not, but with like effect in the latter case, to Bank the foregoing Resolutions, the names of the officers, Authorized Personnel and other representatives of the Public Entity and any changes from time to time in the said Officers, Authorized Persons and representatives and specimens of their respective signatures. Bank may conclusively assume that the persons at any time certified to it to be officers, Authorized Persons or other representatives of the Public Entity continue as such until receipt by Bank of written notice to the contrary.

12. The authority given hereunder shall be deemed retroactive and any and all acts hereunder performed prior to the passage of these Resolutions are hereby ratified and approved

RESOLUTION 2024 - 66 ~ AUTHORIZING ADVANCED PAYMENT OF SPECIAL REQUESTS AND UTILITIES

WHEREAS, the Board of Trustees has determined to authorize payment in advance of audit of claims for public utility services; PSEG, Lightpath, AT&T, Optimum, National Grid, Suffolk County Water Authority, Verizon, MCI, Capital One and Chase Visa Cards, and

WHEREAS, all such claims must be presented at the next regular meeting for audit; so

NOW THEREFORE BE IT RESOLVED, the Board of Trustees authorizes payment in advance of audit of claims for PSEG, Lightpath, AT&T, Optimum, National Grid, Suffolk County Water Authority, Verizon, MCI, Capital One and Chase Visa Cards.

FURTHER RESOLVED, this resolution shall take effect immediately.

RESOLUTION 2024 – 67 ~ MILEAGE ALLOWANCE

WHEREAS, the Board of Trustees has determined to pay a fixed rate for mileage as reimbursement to Village officers and employees who use their own car while performing their official Village duties;

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees will approve reimbursement to such officers and employees at a rate of .67 cents per mile.

FURTHER RESOLVED, this resolution shall take effect immediately.

RESOLUTION 2024 - 68 ~ POLICIES

BE IT RESOLVED, That the Board of Trustees hereby adopts the following policies of the Village of Northport for the current fiscal year:

Investment, Fund Balance, Check Signing, Purchasing, Purchasing Credit Cards, Purchasing/Travel and Conferences, Cellular Telephone, Fixed Assets, Safe Work Place, Anti-Harassment, Confidentiality, Internet Usage Policy, Social Media, Cyber Security, Hiring, Vehicle Use, Drug & Alcohol Use & Testing, Sexual Harassment.

RESOLUTION 2024 – 69 ~ ATTENDANCE AT SCHOOLS AND CONFERENCES

WHEREAS, there is to be held during the coming fiscal year a) NYCOM Annual Meeting and Training School; b) NYCOM Fall Training School for Fiscal Officers and Municipal Clerks; c) NYCOM Public Works School; d) NYS Association of Magistrates; e) Government Finance Officials Association; f) Long Island Village Clerks and Treasurers monthly meeting; g) Suffolk County Village Officials Association monthly meeting, h) Suffolk County Chiefs of Police Association, i) NYALGRO The New York Association of Local Government Records Officers, j) NYWEA Spring and Annual Meeting, k) The Water Environment Federation National Conference; and

WHEREAS, Attendance by certain municipal officials and employees at one or more of these meeting, conferences or schools benefits the municipality:

NOW THEREFORE BE IT RESOLVED, that the Village hereby authorizes the members of the Board of Trustees, Village Clerk, Deputy Village Clerk, Treasurer, Deputy Treasurer, Village Administrator, Assistant to the Mayor, Chief of Police, Senior Wastewater Treatment Plant Operator and Village Court Clerks to attend said conferences and training; and

FURTHER RESOLVED, that this resolution is effective immediately.

RESOLUTION 2024 - 70 ~ NORTHPORT HISTORICAL SOCIETY

WHEREAS, the Northport Historical Society has provided invaluable services in educating the public by maintaining, displaying and collecting historical records and artifacts, and

WHEREAS, many volunteers devote their time and effort for the preservation of our historical heritage, and

WHEREAS, there are significant expenses related to providing these invaluable services, and

WHEREAS, the Historical Society depends on donations and fund raisers for their operating expenses, and

WHEREAS, the Northport Village Board of Trustee’s recognizes the time and effort of the Historical Society, therefore

BE IT RESOLVED, That the Village of Northport hereby authorizes the disbursement of \$2,000.00 Northport Historical Society to help in its continuing services.

RESOLUTION 2024 - 71 ~ NORTHPORT COMMUNITY BAND

WHEREAS, for over the past 65 years the Northport Community Band has

performed in the Northport Village Park gazebo, and

WHEREAS, many area residents have enjoyed the wonderful music and,

WHEREAS, The Village Board of Trustees wishes to continue to support this unique waterfront activity, therefore

BE IT RESOLVED, That the Village of Northport hereby authorizes the disbursement of \$2,700.00 to the Northport Community Band to help in its continuing services.

RESOLUTION 2024 - 72 ~ NORTHPORT AMERICAN LEGION POST 694

WHEREAS, the Northport American Legion Post 694 has provided invaluable services to the Village of Northport, and

WHEREAS, there are significant expenses related to providing these invaluable services, and

WHEREAS, the Northport Village Board of Trustee's recognizes the time and effort of the American Legion post 694, therefore

BE IT RESOLVED, That the Village of Northport hereby authorizes the disbursement of \$1,000.00 to the Northport American Legion post 694 to help in its continuing services.

RESOLUTION 2024 – 73 ~ NORTHPORT ARTS COALITION

WHEREAS, the Northport Arts Coalition has provided an invaluable service to the Village of Northport, and

WHEREAS, there are significant expenses related to providing these invaluable services, and

WHEREAS, the Northport Village Board of Trustee's recognizes the time and effort of the Northport Arts Coalition, therefore

BE IT RESOLVED, That the Village of Northport hereby authorizes the disbursement of \$1000.00 to the Northport Arts Coalition to help in its continuing services.

RESOLUTION 2024 - 74 ~ HUNTINGTON YOUTH BUREAU

WHEREAS, the Huntington Youth Bureau has provided an invaluable service to the Village of Northport, and

WHEREAS, there are significant expenses related to providing these invaluable services, and

WHEREAS, the Northport Village Board of Trustee's recognizes the time and effort of the Huntington Youth Bureau, therefore

BE IT RESOLVED, That the Village of Northport hereby authorizes the disbursement of \$750.00 to the Huntington Youth Bureau to help in its continuing services.

RESOLUTION 2024 – 75 ~ NORTHPORT DRUG & ALCOHOL TASK FORCE

WHEREAS, the Northport Drug & Alcohol Task Force has provided an invaluable service to the Village of Northport, and

WHEREAS, there are significant expenses related to providing these invaluable services, and

WHEREAS, the Northport Village Board of Trustee's recognizes the time and effort of the Northport Drug & Alcohol Task Force, therefore

BE IT RESOLVED, That the Village of Northport hereby appropriates the sum of \$750.00 to the Northport Drug & Alcohol Task Force to help in its continuing services.

RESOLUTION 2024 – 76 ~ AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT FOR MAINTENANCE OF A HVAC MECHANICAL EQUIPMENT, LOCATED AT THE VILLAGE HALL/POLICE DEPARTMENT

WHEREAS, the maintenance, inspection, and repair of the mechanical system that services for the Village Hall/Police Department located at 224 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 (Two Thousand, Six Hundred & Ninety-Eight Dollars) \$2,698.00 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 Village Hall/Police Department at 224 Main Street in the amount of \$2,698.00 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.

RESOLUTION 2024 – 77 ~ AUTHORIZING THE MAYOR TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH JRH CONSULTING ENGINEERS, D.P.C.

BE IT RESOLVED, The Northport Village Board hereby authorizes the Mayor to execute a professional services agreement with JRH Consulting Engineers, D.P.C. for services outlined in the proposal dated March 29, 2024, at a cost not to exceed \$50,000.00, 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 SRQRA review is required.

RESOLUTION 2024 – 78 ~ BENCOR

BE IT RESOLVED, Sergeant Alan Bakker is hereby authorized to deposit unused accrual time into the Bencor Retirement Fund, and

FURTHER RESOLVED, The Treasurer is authorized to make all other necessary budget adjustments.

RESOLUTION 2024 - 79 ~ AUTHORIZING THE MAYOR TO EXECUTE ROADWAY RESTORATION AGREEMENTS WITH NATIONALGRID

WHEREAS, National Grid has performed work in the Village of Northport which caused significant damage to the roads in the village and;

WHEREAS, National Grid 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 Sixty-six thousand five hundred and thirty-nine dollars and 58 cents (\$66,539.58) for roadway restoration in the Village of Northport; and

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

WHEREAS, the acceptance of the foregoing payment is a Type ii action pursuant to 6 NYCRR 617.5 (c) 26 and no further SEQRA review is required,

NOW, THEREFORE IT IS RESOLVED, that the Mayor is authorized to enter into agreements with National Grid to receive payment of \$66,539.58 for roadway restoration within the Village of Northport.

RESOLUTION 2024 – 80 ~ 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.

The next meeting of the Board of Trustees will be Tuesday, April 16, 2024 at 6:00PM.

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

Respectfully submitted,

Georgina Cavagnaro
Village Clerk