

DRAFT

**Officers Present:**

Greg Letica, Mayor  
Pamela Pierce, Deputy Mayor  
Melvin Ettinger, Trustee  
Laura Burke, Trustee  
Ian Jablonski, Trustee

**Officials & Appointees Present:**

Nancy Rittenhouse, Village Clerk  
Bruce Migatz, Village Attorney  
Emily Hayes, Treasurer  
Raymond Mahdesian, Officer-in-Charge  
Doug Adil, Building Inspector  
Bill Raisch, Emergency Manager

The Pledge of Allegiance was said.  
Publication of meeting was confirmed.

Trustee Ettinger made a motion to approve the Board Meeting minutes for August 2, 2022, seconded by Trustee Burke.

Trustee Jablonski	AYE
Trustee Burke	AYE
Trustee Ettinger	AYE
Deputy Mayor Pierce	Abstain
Mayor Letica	AYE

Motioned Carried.

**Mayors Report:** Mayor Letica reported, "I am sorry to announce that Nancy Rittenhouse, the Village's terrific Clerk, has informed me that she will be resigning effective November 15<sup>th</sup>. She and her husband Paul are planning on moving out of state.

Nancy has been the glue that has held Asharoken together for the last 14 years. She started out without any experience whatsoever as a Village Clerk and through hard work, a strong desire to learn and an unparalleled work ethic became what I believe is the best Village Clerk in NY state. Nancy mastered every facet of being a clerk. Among them: running elections, organizing board meetings, preparing budgets, communicating with the residents, preparing, and running competitive bids, maintaining Village Hall, writing and securing grants, records management, preparing minutes, overseeing the building department, responding to FOIL requests, setting up Village Hall for Santa and Mrs. Claus's visit and most importantly interacting with everyone who came to Village Hall professionally and with a big smile. As you can appreciate, being an effective and successful Village clerk requires a diverse skill set and a mastery of every aspect of Village government. Nancy checked both boxes.

It has been an honor and a privilege to have worked side by side with Nancy over the last 10 years. She has a great feel for what's right for the Village and her excellent advice really helped me in my decision making. Without her as the Clerk I am sure that the Village would have accomplished so much less in the last decade. I can't say thank you to Nancy enough for all of her hard work, dedication and devotion to Asharoken. The Village has been incredibly fortunate to have Nancy as its Clerk.

54 The Village has decided that Michelle Glennon, pending formal Board of Trustees approval, will be  
55 appointed the new Village Clerk. Michelle has extensive experience running a construction business  
56 and is presently a Trustee for the Northport Library Board. I am very confident that Michelle will  
57 do a great job for the Village. Additionally, Michelle has filled in for Nancy for several weeks this  
58 year and is very familiar with the ins and outs of the Clerks position. For the next two months,  
59 Michelle will work with Nancy as the Deputy Clerk for the purposes of getting as much training as  
60 possible prior to taking over. Very graciously, Nancy has already said that she will always be  
61 available to assist Michelle going forward.

62 On August 9<sup>th</sup>, Asharoken was notified by FEMA that its application for a \$1,000,000 BRIC grant for  
63 engineering and design to replace the seawall was deemed ineligible due to a lack of available  
64 funding. The Village will re-submit its request in the BRIC 2022 as soon as it is announced. The  
65 Village is still awaiting news of two Hazard Mitigation Grants each in the amount of \$1,000,000 for  
66 engineering and design to replace the seawall. In addition, the request for \$1,000,000 from  
67 Congressman Suozzi and the two requests from Senator Schumer in the amounts of \$1,000,000 and  
68 \$14,500,000 are still pending a response.

69 The Village is nearing approval for two additional grants. The first is for \$100,000 to pave Bevin  
70 Road and was sponsored by Senator Jim Gaughran. The second is a \$50,000 grant to repair the sink  
71 hole at the seawall sponsored by NYS Assemblyman Keith Brown.

72 National Grid will be placing 45,000 cubic yards of sand on the Long Island Sound side beach. I  
73 have had preliminary discussions with Joe Warren, NG plant manager, about the project. At this  
74 time, he thinks that the sand will be dredged and from an upland site. We agreed to have a detailed  
75 discussion once NG has identified a contractor.

76 The police boat has completed a full month of operation and is running great. I would like to thank  
77 Police Officer Pat Rogan for doing a great job training all of the marine officers on the use of the new  
78 engine and electronics.

79

80 **Trustees:**

81 Deputy Mayor Pierce: During the month I reviewed the vouchers and the police report.

82

83 Trustee Ettinger: During the month I had discussions with Officer Mahdesian regarding police  
84 matters. We investigated the various police vehicles to purchase. After reviewing we decided to  
85 purchase the Ford Explorer Interceptor. This appears the most cost effective and used by other  
86 police departments. We have a resolution on the agenda to purchase though a NYS contract. The  
87 boat and electronics have performed well during the season, and I would like to thank  
88 Harbormaster Affrunti and Officer Rogin for their help. I also want to thank resident James Reilly  
89 for his donation to the police department. During the month I reviewed foil's, minutes, and  
90 vouchers. I want to extend my thanks to Nancy and her family. I worked with Nancy during the  
91 construction of the Village Hall, and I thank her for getting this building done.

92

93 Trustee Burke: During the month I reviewed the minutes, abstract, vouchers and police report.  
94 Thank you to Nancy and welcome to Michelle.

95

96 Trustee Jablonski: During the month; I reviewed, the minutes, vouchers, police report, and resident  
97 correspondences and solicited quotes for sealing the parking lot.

98

99 **Attorney Migatz:** The planning board and the zoning board did not meet last month. He noted that  
100 he reached out to State Farm Insurance to collect money for the damaged retaining wall. He sent the  
101 insurance company a copy of the police report, they had all the names, but needed a policy number  
102 to look up the account. He noted that there is no date yet for the argument in the appellate division  
103 on the dock litigation and will keep the board posted. In my 46 years working with village clerks,  
104 and no one can hold a candle to Nancy, she made my job easier, she will be missed.

105



159 **Resolution (2022-104)** Be It Resolved that the Village Board does hereby approve the services of  
160 Centerport Sealcoat Company to seal and re-stripe the Village Hall parking lot at a cost of \$2475.00.  
161 Trustee Jablonski made a motion to approve, seconded by Trustee Ettinger.  
162 Trustee Jablonski AYE  
163 Trustee Burke AYE  
164 Trustee Ettinger AYE  
165 Deputy Mayor Pierce AYE  
166 Mayor Letica AYE  
167 Motioned Carried

168  
169 Mayor Letica read the August 16<sup>th</sup>, Memo: Conservation Board Chairman’s recommendation  
170 pertaining to the Verdone Excavation Permit Application for a Solar Array System.

171  
172 The Board for the Conservation of the Environment has visited the Verdone residence on Duck  
173 Island Lane and unanimously recommends that the Board of Trustees issue the requested  
174 excavation permit. We find that the proposed work is not likely to have any of the adverse effects  
175 set forth in Section 64-6 of the Village Code and are happy to be able to allow a solar array project  
176 to proceed. The effects on the environment of the Village of Asharoken (and the planet) are entirely  
177 positive.

178  
179 Marty Cohen, Chairman of the Conservation Board  
180 Lucy Davies, Member  
181 Catharine Wallack, Member  
182 Barbara Raisch, Member  
183 Nicole Barbier, Member

184  
185 **Resolution (2022-105)** Be it Resolved that the Village Board does hereby make a negative  
186 declaration pursuant to SEQRA based on the Conservation Board’s recommendation and SEAF (part  
187 2) Impact Assessment regarding the Verdone excavation permit application.  
188 Mayor Letica made a motion to approve, seconded by Deputy Mayor Pierce.

189 Trustee Jablonski AYE  
190 Trustee Burke AYE  
191 Trustee Ettinger AYE  
192 Deputy Mayor Pierce AYE  
193 Mayor Letica AYE  
194 Motioned Carried

195  
196 **Resolution (2022-106)** Be It Resolved that the Village Board does hereby approve the excavation  
197 permit to Lucy Verdone for a solar array based on the recommendation from the Conservation  
198 Board, subject to Lucy Verdone receiving a building permit for the solar array system.  
199 Mayor Letica made a motion to approve, seconded by Trustee Ettinger.

200 Trustee Jablonski AYE  
201 Trustee Burke AYE  
202 Trustee Ettinger AYE  
203 Deputy Mayor Pierce AYE  
204 Mayor Letica AYE  
205 Motioned Carried

206  
207 **Resolution (2022-107)** Be It Resolved that the Village Board does hereby authorize the mayor to  
208 sign the Dormitory Authority of the State of New York (DASNY) Grant Disbursement Agreement for  
209 project number SAM24960 for \$100,000 for road improvements.

210 **Resolution (2022-108)**  
211 WHEREAS, the Village of Asharoken (the “Village”) is in need for paving Bevin Road, and

212 WHEREAS, the Board of Trustees finds that it is in the best interest of the Village to  
213 authorize the solicitation of bids for a paving project;

214 NOW, THEREFORE, BE IT

215 RESOLVED the Village Clerk is hereby authorized and directed to advertise for receipt of  
216 competitive bids required by Section 103-d of the General Municipal Law of the State of New York  
217 for paving work on Asharoken roadways in accordance with the specifications of the paving bid  
218 package filed with the Village Clerk; and be it further

219 RESOLVED that the Village Clerk is hereby authorized to publicly open and read bids on set  
220 day in accordance with the "Notice to Bidders"; and be it further

221 RESOLVED that the Village Clerk is hereby authorized to reject said bids for good and  
222 sufficient reason and to re-advertise same under the authority herein granted without further  
223 action of this Board.

224 Mayor Letica made a motion to approve, seconded by Deputy Mayor Pierce.

225 Trustee Jablonski AYE

226 Trustee Burke AYE

227 Trustee Ettinger AYE

228 Deputy Mayor Pierce AYE

229 Mayor Letica AYE

230 Motioned Carried

231

232 **Resolution (2022-109)** Be It Resolved that the mayor does hereby appoint Michelle Glennon as  
233 part-time Deputy Clerk at an hourly rate of \$30.00 beginning September 15<sup>th</sup>, subject to board  
234 approval.

235 Mayor Letica made a motion to approve, seconded by Trustee Ettinger.

236 Trustee Jablonski AYE

237 Trustee Burke AYE

238 Trustee Ettinger AYE

239 Deputy Mayor Pierce AYE

240 Mayor Letica AYE

241 Motioned Carried

242

243 **Resolution (2022-110)** Be It Resolved that the Village Board does hereby authorize the mayor to  
244 put in a request to Suffolk County to transfer the underwater land SCTM (401-008-02-024.001) to  
245 the Village of Asharoken. **Resolution was tabled.**

246

247 **Resolution (2022-111)** Be It Resolved that the Village Board does hereby authorize the purchase  
248 of a new 2022 Ford Police Interceptor AWD vehicle under NYS contract PC69160 from Whitmoyer  
249 Ford, Inc., 1001 East Main Street, Mount Jay, PA in the amount of \$52,980.00, price includes all new  
250 up-fit equipment and delivery.

251

252 Trustee Ettinger made a motion to approve, seconded by Trustee Jablonski.

253 Trustee Jablonski AYE

254 Trustee Burke AYE

255 Trustee Ettinger AYE

256 Deputy Mayor Pierce AYE

257 Mayor Letica AYE

258 Motioned Carried

259

260 **Resolution (2022-112)** Be It Resolved that the Village board does hereby approve the budget  
261 adjustment for 5/31/2023 to increase Consolidated Highway income (CHIPS) (A3501.000)  
262 \$131,309.09, increase Other General Government income (A3089.000) for \$70,000.00 (NYS Dept. of  
263 Transportation multi-modal grant), increase start income for (A1000.000) \$59,195.05 highway

264 reserve funds and increase Highway Repairs (A5110.451) for paving and engineer costs in the  
265 amount of \$260,504.14 for paving 355 Asharoken Ave. to 501 Asharoken Ave. and shoulder repair.  
266 Mayor Letica made a motion to approve, seconded by Trustee Ettinger.  
267 Trustee Jablonski AYE  
268 Trustee Burke AYE  
269 Trustee Ettinger AYE  
270 Deputy Mayor Pierce AYE  
271 Mayor Letica AYE  
272 Motioned Carried  
273  
274 **Resolution (2022-113)** Be It Resolved that the Village board does hereby approve the budget  
275 adjustment for 5/31/2023 to increase start income (A1000.000) \$4,658.50 highway reserve funds  
276 and increase Highway Maintenance (A5110.432) \$4,658.50 for road stripping from 501 Asharoken  
277 Avenue heading NW to the end of the village’s jurisdictional line.  
278 Mayor Letica made a motion to approve, seconded by Deputy Mayor Pierce.  
279 Trustee Jablonski AYE  
280 Trustee Burke AYE  
281 Trustee Ettinger AYE  
282 Deputy Mayor Pierce AYE  
283 Mayor Letica AYE  
284 Motioned Carried  
285  
286 **Resolution (2022-114)** Be It Resolved that the Village board does hereby approve the budget  
287 adjustment for 5/31/2023 to increase start income (A1000.000) for \$8,500.00 from Infrastructure  
288 reserve funds and increase Public Works Other (A1490.495) \$8,500.00 for GEI Consultants grant  
289 submittals (DR4480 & DR4615) for the seawall.  
290 Deputy Mayor Pierce made a motion to approve, seconded by Trustee Ettinger.  
291 Trustee Jablonski AYE  
292 Trustee Burke AYE  
293 Trustee Ettinger AYE  
294 Deputy Mayor Pierce AYE  
295 Mayor Letica AYE  
296 Motioned Carried  
297  
298 **Resolution (2022-115)** Be it Resolved that the Village board does hereby authorize the mayor to  
299 sign the Dormitory Authority of the State of New York (DASNY) Grant Disbursement Agreement for  
300 sinkhole improvements for \$50,000 located at the seawall.  
301 Trustee Jablonski made a motion to approve, seconded by Mayor Letica.  
302 Trustee Jablonski AYE  
303 Trustee Burke AYE  
304 Trustee Ettinger AYE  
305 Deputy Mayor Pierce AYE  
306 Mayor Letica AYE  
307 Motioned Carried  
308  
309 **Resolution (2022-116)** Be it Resolved that the Village board does hereby authorize the mayor to  
310 sign an agreement between the Village of Asharoken and GEI Consultants for plan and design  
311 needed to repair the sinkhole located at the seawall, subject to the fully executed Dormitory  
312 Authority of the State of New York (DASNY) grant agreement for \$50,000.  
313 Deputy Mayor Pierce made a motion to approve, seconded by Trustee Ettinger.  
314 Trustee Jablonski AYE  
315 Trustee Burke AYE  
316 Trustee Ettinger AYE

317 Deputy Mayor Pierce AYE  
318 Mayor Letica AYE  
319 Motioned Carried

320

321 **Mayor Letica opened Public Session:**

- 322 1. One resident asked about a break-in on South Harbor located in the Town of Huntington. He  
323 also asked about the passing lane. The village decided to replace with double yellow lines  
324 for safety issues.  
325 2. A question was asked if oysters can be placed in the sound side waters. Another question  
326 was about boats coming to the sound side shoreline. Per Officer Mahdesian boats can come  
327 to the shore as long as they stay below the mean high-water mark.

328

329 Mayor Letica made a motion to exit public session, seconded by Trustee Ettinger.

330 Trustee Jablonski AYE

331 Trustee Burke AYE

332 Trustee Ettinger AYE

333 Deputy Mayor Pierce AYE

334 Mayor Letica AYE

335 Motioned Carried

336 Mayor Letica made a motion to adjourn the meeting, seconded by Trustee Ettinger.

337 Trustee Jablonski AYE

338 Trustee Burke AYE

339 Trustee Ettinger AYE

340 Deputy Mayor Pierce AYE

341 Mayor Letica AYE

342 Motioned Carried.

343

344 The September 6, 2022, board meeting of the Board of Trustees was adjourned at approximately  
345 7:25pm.

346 Signed: \_\_\_\_\_

347 Nancy Rittenhouse, Village Clerk