

Incorporated Village of Asharoken
Board of Trustees Meeting
Tuesday, December 5th, 2023
6:30pm
Village Hall
Approximate Attendance (16)

Draft

Officers Present:

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

Officials & Appointees Present:

Michelle Glennon, Village Clerk
Emily Hayes, Treasurer
Doug Adil, Building Inspector
Raymond Mahdesian, Officer-in-Charge
Bill Raisch, Emergency Planning Manager/Deputy Harbormaster

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

Trustee Ettinger made a motion to approve the Board Meeting minutes for November 14th, 2023, seconded by Trustee Burke.

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

Motioned Carried.

Mayor Letica reported;

I would like to start tonight's report by answering three questions that were asked in public session last month by Village residents.

1-The first question was about how the Village handles interest earned on capital reserve funds.

All of the Village's capital reserve funds are in a separate bank account at First National Bank of LI. All of the interest that is generated by these funds, whether from regular bank interest or from a CD, remains in this account. Monthly, the earned interest is allocated to each capital reserved account, proportionally to its value relative to the full account.

When the Village invests in a CD it will only fund it with capital reserve money or in a separate CD for its general funds. Any CD that the Village invests in will not mix general funds and capital reserve funds. The Village follows NYS regulations on management of capital reserve funds and takes its responsibility of being a steward of the Village's tax receipts very seriously. At no time during my eleven and a half years as Mayor has any interest from the capital reserve account been

47 withdrawn for general fund purposes. And going forward this policy will continue. Lastly, the
48 balance of the Feasibility Study reserve account is \$376,876.64.

49 2-The second question concerned a Village expenditure of \$497.22 recorded under the Property
50 Acquisition budget line item.

51 A beach lot in the seawall area was donated to the Village and the closing took place on April 28th
52 2022. The Village had a title search done on the property prior to closing and at that time there
53 were no outstanding taxes or liens on the property for the tax year 12/1/21 to 11/30/22. Since the
54 Village did not own the property as of March 1, 2022 taxable status date for the tax year 12/1/ 22 to
55 11/30/23, the property is not exempt for that year. In August of this year the Village received a
56 notice of outstanding taxes. After consulting with Suffolk County and the Village Attorney it was
57 determined that Asharoken had to pay the outstanding tax bill. Going forward the Village will not
58 be charged for property taxes.

59 3-The third question was whether the Village could use the \$4000 in grant money from Cablevision
60 of Huntington to fund the ability to live stream the Village meetings.

61 I called Cablevision and confirmed that the Village could use the grant money and my contact there
62 gave me the name of contractor who could provide the equipment and installation required. The
63 Village got an estimate of \$26,759.08 plus additional start-up costs of \$5950. There would also be
64 an additional \$3000 annual fee. Lastly the Village would have to hire someone to produce the
65 meetings. Clearly this is not within the scope of the Village budget and is not something that the
66 Village will pursue at this time. This afternoon I met with the Village of Northport. They have a
67 much more economical way to zoom broadcast their meetings. I have reached out to Cablevision
68 once more to see if the grant money could pay for the equipment needed to duplicate what
69 Northport is doing. This would include 2 laptops, 2 cameras and possibly some microphones.

70 During the month I wrote to Colonel Johnson at the US Army Corps of Engineers asking if they could
71 help the Village with repairing the seawall. The Corps had previously told the Village that it was not
72 interested in working on a project restricted to the seawall area. In an effort to leave no stone
73 unturned, I decided that writing to see if they might reconsider their previous decision could not
74 hurt. Colonel Johnson wrote back and said the Corps would take the Village request under
75 advisement.

76 I participated in the monthly conference call with NYS Senator Mario Mattera, Assemblyman Keith
77 Browne, representatives from Congressman Lalota's office, Town of Huntington and Village of
78 Northport.

79 I met with Jim Longworth, Deputy Supervisor of the Town of Islip, and Jim Hayduk, Principal of
80 Hayduk engineering on November 30th. They met me at the sea wall to share their experience fixing
81 Callahan's Beach follow tropical storm Ida. They added to the Village's growing knowledge of
82 seawall reconstruction. I would like to thank them for taking time out of their busy schedules to
83 come to Asharoken.

84 In closing I would like to remind everyone that Santa and Mrs. Claus will be visiting Village Hall on
85 Sunday December 17th at 1:30 PM. And I wish everyone a Happy Hanukkah, Merry Christmas and a
86 Happy and Healthy New Year!

87 **Trustees:**

88 Deputy Mayor Pierce: I reviewed the minutes, vouchers, police report, the justice court audit, the
89 draft financial statements as of 5/31/23, reviewed the quote for the streaming services that the
90 Mayor just mentioned as well as local laws for over riding the tax cap and increasing parking

penalty fines. I continue to work on the RPF for our project scoping grant. I would like to wish everyone very happy holidays and a Happy New Year.

Trustee Ettinger: During the past month, I continued to have numerous meetings and conversations with Officer-in-Charge Ray Mahdesian regarding a number of police related matters. Once again, I am happy to report that we had a “good month” that Ray Mahdesian will comment further on in his report later tonight.

In addition, some other matters that I was involved in during the month were as follows:

I reviewed the Village’s Justice Audit Report, that was prepared by our external auditors Skinnon & Faber, that we will be also voting on tonight,

I also reviewed the Village’s financial Audit Report, that was also prepared by our external auditors, Skinnon & Faber,

I also reviewed the proposed changes to the Noise Code that we are considering revising, and some various correspondences that we received from some residences regarding this,

I also reviewed some additional correspondences that we received from some residents,

I also reviewed the foils that we received,

I also reviewed last month’s BOT Regular Meeting’s Minutes, and finally

I also reviewed this month’s Abstract for the Payment Vouchers.

Let me also take this opportunity to wish you all a very Merry Christmas, a Happy Hanukah and a very Happy and Healthy New Year!

Trustee Burke: During the month I reviewed the minutes, vouchers, proposed local law changes, the noise code revision, police report, draft financial report and village correspondence.

Trustee Jablonski: This month I reviewed the minutes, vouchers, police report, court audit, draft financial statement, the local law amending the parking fines and various correspondence.

Village Attorney: Village Attorney was unable to attend the meeting. As per the Mayor, he had nothing to report. Nothing to report from the Zoning Board and nothing to report from the Planning Board.

Village Treasurer: The November vouchers totaled \$48,520.20. There is nothing unusual to report for this month. There will be a separate resolution for the budget transfers for this month.

Police Report: Officer Mahdesian reported that Officer Rob Cafiero, who has worked part time for one year donated a plaque for the Village Court. Officer Brian O’Connor did an excellent job with the court audit. There was no crime in the village for the month of November.

Emergency Planning Manager/Harbormaster: I am working with Deputy Mayor Pam Pierce on the Village Hazard Mitigation program. As Harbormaster completing reports for NYS DEC on oyster cultivation program which produced roughly 6000 oysters on our 5 mph signs.

Superintendent of Buildings: Provided clarification of the fog line requirements for driveway aprons to the owner of 122 Asharoken Av., nearing completion on his new home.

Reviewed construction drawings for a new deck at 9 Duck Island, which were approved for a building permit.

Reviewed construction drawings for a new addition at 276 Asharoken, which were approved for a building permit.

Reviewed fence permit application for 389 Asharoken, which was approved for a permit.

140 Reviewed fence permit application for 219 Asharoken, for the fence on the SE side of property. The
141 fence permit application was approved for a permit.
142 Reviewed an application for a new Generator at 5 Bevin Road, which was approved for a permit.
143 15 inspections performed.
144
145

146 **Resolutions:**

147 **Resolution (2023-105)** Be It Resolved that the Village Board does hereby approve the vouchers
148 for the month of November 2023 in the amount of \$48,520.20.

149 Deputy Mayor Pierce made a motion to approve, seconded by Trustee Ettinger.

150 Trustee Jablonski AYE

151 Trustee Burke AYE

152 Trustee Ettinger AYE

153 Deputy Mayor Pierce AYE

154 Mayor Letica AYE

155 Motioned Carried
156

157 **Resolution (2023-106)** Be it Resolved that the Village Board does hereby approve budget
158 transfers for November 2023.

159 Deputy Mayor Pierce made a motion to approve, seconded by Trustee Ettinger.

160 Trustee Jablonski AYE

161 Trustee Burke AYE

162 Trustee Ettinger AYE

163 Deputy Mayor Pierce AYE

164 Mayor Letica AYE

165 Motioned Carried
166

167 **Resolution (2023-107)** Be It Resolved that the Village Board does hereby accept the court audit
168 performed by Skinnon and Faber in accordance with Section 2019-a of the Uniform Justice Court
169 Act for the covered period of October 1, 2022, through September 30, 2023.

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

171 Trustee Jablonski AYE

172 Trustee Burke AYE

173 Trustee Ettinger AYE

174 Deputy Mayor Pierce AYE

175 Mayor Letica AYE

176 Motioned Carried
177

178 **Resolution (2023- 108)** Be It Resolved that the Village Board, does hereby approve the scheduling
179 of a public hearing on Tuesday, January 2nd, 2024, at 6:30pm at Village Hall for a proposed local
180 law authorizing a property tax levy in excess of the limit established in General Municipal Law §3-c
181 for the fiscal year commencing 6/1/2024.

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

183 Trustee Jablonski AYE

184 Trustee Burke AYE

185 Trustee Ettinger AYE

186 Deputy Mayor Pierce AYE

187 Mayor Letica AYE

188 Motioned Carried
189

190 **Resolution (2023-109)** Be It Resolved that the Village Board does hereby approve the scheduling
191 of a public hearing on Tuesday, February 6, 2024, at 6:30pm at Village Hall for a proposed local law
192 amending Chapter 86 of the code of the Village of Asharoken entitled "Noise".

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

194

195 Trustee Jablonski AYE

196 Trustee Burke AYE

197 Trustee Ettinger AYE

198 Deputy Mayor Pierce AYE

199 Mayor Letica AYE

200 Motioned Carried

201

202 **Resolution (2023-110)** Be It Resolved that the Village Board does hereby authorize the Mayor to
203 sign the proposal from Hayduk Engineering LLC for professional engineering and consulting
204 services to assist with the development of an Engineering RFP for restoration of the seawall and
205 beach seaward of the wall. Cost not to exceed \$5,000, funds to be reimbursed from the Hazard
206 Mitigation Grant.

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

208

209 Trustee Jablonski AYE

210 Trustee Burke AYE

211 Trustee Ettinger AYE

212 Deputy Mayor Pierce AYE

213 Mayor Letica AYE

214 Motioned Carried

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217 **Resolution (2023-111)** Be It Resolved that the Village Board does hereby authorize the Mayor to
218 sign a letter to the Department of Fire, Rescue and Emergency Services confirming the Village's
219 intention to be a participant in the 2025 HMP update and agree to accept our share of the 25% local
220 match for 'in-kind' services.

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

222 Trustee Jablonski AYE

223 Trustee Burke AYE

224 Trustee Ettinger AYE

225 Deputy Mayor Pierce AYE

226 Mayor Letica AYE

227 Motioned Carried

228 **Resolution (2023-112)** Be It Resolved that the Village Board does hereby ratify the rollover of a
229 \$750,000 CD and accrued interest totaling \$765,199.14 invested in the First National Bank of Long Island
230 that came due on September 15th 2023. The rollover CD in the amount of \$765,199.14 is a 6-month CD
231 maturing on March 15th at an interest rate of 4.45%. The allocation of the funds in the rollover CD is Tax
232 Stabilization Account \$139,735.85, Feasibility Study \$373,447.58 and Unpaid Benefits \$252,015.71. All
233 interest earned on the original CD and the rollover CD will remain in the capital reserve accounts from
234 which it was transferred.

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

236

237 Trustee Jablonski AYE

238 Trustee Burke AYE

239 Trustee Ettinger AYE

240 Deputy Mayor Pierce AYE

241 Mayor Letica AYE

242 Motioned Carried

243 **Resolution (2023-113)** Be It Resolved that the Village Board does hereby amend resolution 2023-
244 23 to read: When the CD is redeemed the accrued interest will be transferred to the capital reserve
245 accounts from which it was transferred out.

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

247 Trustee Jablonski AYE

248 Trustee Burke AYE

249 Trustee Ettinger AYE

250 Deputy Mayor Pierce AYE

251 Mayor Letica AYE

252 Motioned Carried

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254 Mayor Letica opened Public Session:

255

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

257 Trustee Jablonski AYE

258 Trustee Burke AYE

259 Trustee Ettinger AYE

260 Deputy Mayor Pierce AYE

261 Mayor Letica AYE

262 Motioned Carried

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

264 Trustee Jablonski AYE

265 Trustee Burke AYE

266 Trustee Ettinger AYE

267 Deputy Mayor Pierce AYE

268 Mayor Letica AYE

269 Motioned Carried.

270

271 The December 5, 2023, board meeting of the Board of Trustees was adjourned at approximately
272 6:53pm.

273

274 Signed: _____

275 Michelle Glennon, Village Clerk