

Incorporated Village of Asharoken
Board of Trustees Meeting & public hearing in-person and teleconference
Held on Tuesday, February 4, 2025 6:30pm
Village Hall
Approximate Attendance (26)

Draft Minutes

Officers Present:

Greg Letica, Mayor
Pam Pierce, Deputy Mayor
Melvin Ettinger, Trustee
Laura Burke, Trustee

Ian Jablonski, Trustee – Absent with previous notice

Officials & Appointees Present:

Michelle Glennon, Village Clerk
Emily Hayes, Village Treasurer
Bruce Migatz, Village Attorney
Raymond Mahdesian, Officer-in-Charge
Bill Raisch, Emergency Management & Deputy Harbormaster
Doug Adil, Superintendent of Buildings

The Pledge of Allegiance was said.

Publication of meeting was confirmed.

Trustee Ettinger made a motion to approve the Board Meeting minutes for January 7, 2025, seconded by Deputy Mayor Pierce.

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

Motioned Carried.

Deputy Mayor Pierce made a motion to approve the Special Board Meeting minutes for January 21, 2025 seconded by Trustee Burke.

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

Motioned Carried.

Mayors Report:

During the month the Village and the NYS DOT worked together to begin the process of changing the \$1,000,000 earmark from Senator Schumer from a repair project to allocating the money for the complete seawall replacement. The Village will be submitting the required paperwork to the DOT in the near future.

The Village has had extensive discussions with its stone supplier, contractor and Parking Lot 13 to complete all of the needed agreements to commence adding about 40 5 ton stones to the seaward side of the sheet steel in the area of the most significant damage. This project will be completed as

51 soon as possible. There are approximately only two three-day tidal windows a month when it can
52 get done, and good weather will also be needed on those days.

53 The Village has completed an Intermunicipal agreement with the Village of Northport for sharing
54 various services such as: Marine Patrol, Public works equipment and labor, fire marshall, police
55 dispatch, and Village justices. I would like to thank Mayor Donna Koch for her incredible
56 cooperation in helping forge this agreement. There is a resolution to approve the IMA on tonight's
57 agenda.

58 The Village will have a tax grievance day on February 18th.

59 The Village certified the unpaid taxes at a special meeting on Jan 21st. There are \$23,705.88 in
60 unpaid taxes of today. The Village will hold a tax sale in March for any taxes that remain as of that
61 date.

62 The NYS auditors have completed their field work and are in the process of preparing their report
63 on their claims audit. I look forward to their suggestions as they can only help the Village do a
64 better job for its residents. I will let you know when more information becomes available.

65 The Village held a meeting with the Asharoken PBA to start negotiations on a new contract. The
66 existing contract expires at the end of May.

67 I congratulate Village resident and Northport High School senior Dora Fields for being named a
68 Regeneron Science Talent semifinalist. She was one of only 49 students on Long Island who were
69 recognized. This is quite an achievement! Excellent job Dora.

70 Alex Janow, a retired Marine and Village Trustee, is collecting magazines for the Veterans at the VA
71 hospital. There is a box in the lobby for residents to drop off their used magazines. Great job by Alex
72 to help the vets.

73 I would like to thank Police Officer Rob Cafiero and Village Photographer Dee Lento for making two
74 beautiful banners celebrating the centennial of the Village. The banners are both displayed at
75 Village Hall.

76

77 **Trustees:**

78 Deputy Mayor Pierce: During the month I attended the special meeting on outstanding taxes, I
79 reviewed the IMA with Northport and Right of Entry document for rock placement and the rates for
80 rock replacement repair from LaMay. I attended the PBA contract meeting with the police and
81 Mayor Letica. I reviewed the minutes, vouchers, police report, proposal from GEI for near shore
82 structures, preliminary review of the budget as well as correspondence from some residents.
83

84 Trustee Ettinger: During the past month I had numerous meetings with Officer-in-Charge Ray
85 Mahdesian regarding a number of police related matters. I am happy to report that we had
86 another "good month", this is the fourth consecutive month that we experienced an increase in
87 the number of summonses issued together with higher than average speeds.

88 This past month we issued 84 summonses and Ray Mahdesian will comment on further.
89

90 In addition, Ray and I spent a considerable amount of time together developing the first draft of
91 the Police Budget for our next fiscal year. We believe that we have a “good” first draft and we
92 will spend much more time during this month reviewing and refining it and then submit it to the
93 Village for consolidation with the rest of the budget.

94
95 Some other matters that I was involved in during the month are as follows: I reviewed the Right
96 of Entry Agreement regarding parking lot #13, the Inter-Municipal Agreement with Head of
97 Harbor regarding the Police Air Cards, the Inter-Municipal Agreement with Northport regarding
98 various services, Contract with LeMay regarding Seawall Stone Replenishment, Quotes from
99 L.I. Sound Transport regarding Stones to Repair the Seawall, the foils and various
100 correspondences that were received during the past month, last month’s BOT Regular Meeting’s
101 Minutes and the Special BOT Meeting, and finally, I also reviewed this month’s Abstracts and
102 the Payment Vouchers.

103
104 **Trustee Burke:** During the month I reviewed the preliminary budget, village correspondence, the
105 minutes, the IMA with Northport, attended 1/21 /25 village meeting to certify the outstanding
106 taxes, reviewed the LeMay contract, and lastly reviewed the vouchers and abstracts.

107
108 **Trustee Jablonski:** During the month; I reviewed, the minutes, abstract, police report and vouchers.

109
110 **Attorney Migatz:** The Zoning Board was supposed to meet to hear the application of John Murn,
111 276 Asharoken Ave, at the request of council it was adjourned to the March calendar. The Planning
112 Board did not meet last month.

113
114 **Village Treasurer:** Emily Hayes reported the total for the vouchers this month is \$167,302.16.
115 Included in the vouchers this month is an invoice for \$72,578.72 to GEI Consultants for the seawall
116 engineering. There will be a separate resolution for budget transfers.

117
118 **Police Report:** Officer Mahdesian reported that out of the 84 summonses that were written last
119 month, 46 of them were for speed. It is very important that the speed limit is observed. There was a
120 car crash where both cars were totaled, one car had drifted into the oncoming lane. There is a
121 tremendous amount of speeding by delivery people. The police department has replaced one 9 year
122 old license plate reader camera with two new cameras purchased with funds from a justice grant.

123
124 **Emergency Management:** Bill Raisch is looking for follow up meetings with the various agencies
125 involved with an emergency response if there was a seawall breach. He is looking for potential
126 sources for emergency evacuation should passage through Asharoken Ave be lost.

127
128 **Deputy Harbormaster:** Bill Raish is working on the DEC shellfish permit for the oysters for this
129 upcoming year.

130
131 The Mayor added that he had spoken with one of our residents who is the owner of a major
132 construction company and offered his services if such an emergency were to occur.

133
134 **Superintendent of Buildings:** Doug Adil reported;

I reviewed details for the proposed replacement of propane gas piping at a home on Cove Road. Provided comments to the drawings; awaiting revised plans for a Building Permit. Reviewed revised drawings for construction of a new home at Lobster Way. Continued to discuss the revisions with the architect, but ultimately plans were returned to the architect with a “Proceed Noted” status for a Permit.

Reviewed revised Site Plan for construction of a new home at Lobster Way. Revised plan was accepted by the Village, posing no Zoning or Flood Zone issues.
Reviewed plans for new construction of a detached garage at 561 Asharoken Av. The plans were returned to the architect with a "Proceed Noted" status for a Permit.
Reviewed plans for renovations and new construction at 3 Clamshell Lane. Received corrected plans and subsequently, they were returned to the architect with a "Proceed Noted" status for a Permit.
Met with an architect and the new homeowners at 145 Asharoken Av. to discuss design issues and the Variance process. Submitted Plot Plan was rejected for corrections; too vague and irrelevant.
Reviewed construction plans for plumbing work for a propane tank at 35 Cove Road. Plans were returned for corrections. Conducted 11 inspections.

135 **Resolutions:**

136
137 **Resolution (2025-14)** Be It Resolved that the Village Board approves the budget transfers for the
138 month of January 2025.

139 Deputy Mayor Pierce made a motion to approve, seconded by Trustee Burke.

140 Trustee Burke AYE
141 Trustee Ettinger AYE
142 Deputy Mayor Pierce AYE
143 Mayor Letica AYE

144
145 **Resolution (2025-15)** Be It Resolved that the Village Board does hereby approve the vouchers for
146 the month of January 2025 in the amount of \$167,302.16, check #'s 11664 to 11690.

147 Trustee Ettinger made a motion to approve, seconded Trustee Burke

148 Trustee Burke AYE
149 Trustee Ettinger AYE
150 Deputy Mayor Pierce AYE
151 Mayor Letica AYE

152
153 **Resolution (2025-16)** Be It Resolved that the Village Board does hereby approve the budget
154 adjustment to increase account A3089.000 (Other General Governmental Aid) by \$24,042.27 and
155 increase account A3120.200 (Police Equipment Expense) by \$24,042.27 for the purchase of new
156 license plate cameras. Funded by the NYS Law Enforcement Technology grant.

157
158 Mayor Letica made a motion to approve, seconded by Trustee Ettinger.

159 Trustee Burke AYE
160 Trustee Ettinger AYE
161 Deputy Mayor Pierce AYE
162 Mayor Letica AYE

163
164 **Resolution (2025-17)** Be It Resolved that the Village Board does hereby appoint a committee of
165 the Board of Trustees to include, Mayor Letica, Deputy Mayor Pierce, Trustee Ettinger, Trustee
166 Burke, Trustee Jablonski and Village Assessor, Richard Leonard as the Board of Assessment Review
167 for the purpose of reviewing any complaints regarding the 2025/2026 assessments filed on or
168 before Grievance Day, February 18th, 2025 and to be reviewed in-person during the hours from
169 12:00pm to 4:00pm at Village Hall, One Asharoken Avenue, Northport, NY 11768.

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

172 Trustee Burke AYE
173 Trustee Ettinger AYE

174 Deputy Mayor Pierce AYE

175 Mayor Letica AYE

176

177 **Resolution (2025-18)** Be It Resolved that the Board of Trustees appoints Raymond D'Antoni as
178 Deputy Highway Superintendent effective immediately for a term to end June 30, 2025.

179 Mayor Letica made a motion to approve seconded by Trustee Ettinger

180 Trustee Burke AYE

181 Trustee Ettinger AYE

182 Deputy Mayor Pierce AYE

183 Mayor Letica AYE

184

185 **Resolution (2025-19)** Be It Resolved that the Board of Trustees authorizes the mayor to sign the
186 Right of Entry Agreement between the village and 13 Parking, Inc. to permit storage of construction
187 materials for seawall stone replenishment.

188 Deputy Mayor Pierce made a motion to approve, seconded by Trustee Burke.

189 Trustee Burke AYE

190 Trustee Ettinger AYE

191 Deputy Mayor Pierce AYE

192 Mayor Letica AYE

193

194 **Resolution (2025-20)** Be It Resolved that the Board of Trustees approves the proposal from A & R
195 Materials to provide approximately 40 rocks for the seawall stone replenishment not to exceed
196 \$16,000. Funds to be reimbursed by the DASNY grant.

197 Trustee Ettinger made a motion to approve, seconded by Trustee Burke.

198 Trustee Burke AYE

199 Trustee Ettinger AYE

200 Deputy Mayor Pierce AYE

201 Mayor Letica AYE

202

203 **Resolution (2025-21)** Be It Resolved that the Board of Trustees authorizes the mayor to sign the
204 contract with LaMay & Sons Inc. to provide equipment and labor to place rocks for the seawall, not
205 to exceed \$15,290, pending village attorney approval as to form. Funds to be reimbursed by the
206 DASNY grant.

207

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

209 Trustee Burke AYE

210 Trustee Ettinger AYE

211 Deputy Mayor Pierce AYE

212 Mayor Letica AYE

213

214 **Resolution (2025-22)** Be It Resolved that the Board of Trustees authorizes the mayor to sign the
215 Intermunicipal Agreement with the Village of Northport for various services including Marine
216 Patrol, Public Works, Fire Marshall, Police Dispatching and Village Justice.

217

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

219 Trustee Burke AYE

220 Trustee Ettinger AYE

221 Deputy Mayor Pierce AYE

222 Mayor Letica AYE

223

224 **Resolution (2025-23)** Be It Resolved that the Board of Trustees authorizes the mayor to sign the
225 agreement with the Village of Head of the Harbor. The Village of Asharoken is to make 3 payments
226 of \$2,945.02 to the Village of Head of the Harbor for reimbursement of police air card charges.
227 Charges were incurred from 8/2/2017 through 1/4/2023. The first payment to be made upon
228 execution of the Agreement, the second and third on or before February 1st 2026 and February 1st,
229 2027, pending village attorney approval as to form.

230 Trustee Ettinger made a motion to approve, seconded by Trustee Burke.

231 Trustee Burke AYE

232 Trustee Ettinger AYE

233 Deputy Mayor Pierce AYE

234 Mayor Letica AYE

235 Motioned Carried

236

237 **Resolution (2025-24)** Be it Resolved that the Board of Trustees authorizes the Mayor to sign the
238 Professional Service Agreement with GEI Consultants, Inc. dated February 3, 2025 to perform the
239 design for the construction of nearshore wave attenuation and erosion protection in the form of
240 three groins; to assist with the regulatory permitting; to assist in the soliciting, evaluating and
241 engaging a contractor to perform the work; and the monitoring and administration of the work, for
242 a lump sum fee of \$294,400.00, subject to the approval of FEMA, New York State Department of
243 Homeland Security Emergency Services and Hayduk Engineering, LLC and subject to Village
244 Attorney approval as to form. 90% of the fee will be paid from the Hazard Mitigation Grant.

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

246 Trustee Burke AYE

247 Trustee Ettinger AYE

248 Deputy Mayor Pierce AYE

249 Mayor Letica AYE

250

251 Mayor Letica asked about new or old business. None was brought up by the Board.

252 Public Session:

253 -A resident asked about the air card charges.

254 -Another resident expressed concern about the sand & exposed boulders on the east end of the
255 beach. The mayor stated that he would stop by the resident's house to take a look and contact
256 National Grid.

257 Another resident questioned the idea of installing 3 groins on the beach, he would like to see sand
258 deposited in front of the seawall.

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

260 Trustee Burke AYE

261 Trustee Ettinger AYE

262 Deputy Mayor Pierce AYE

263 Mayor Letica AYE

264 Motioned Carried

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

266 Trustee Burke AYE
267 Trustee Ettinger AYE
268 Deputy Mayor Pierce AYE
269 Mayor Letica AYE
270 Motioned Carried.

271
272 The February 4th, 2025, Regular board meeting of the Board of Trustees was adjourned at
273 approximately 7:10pm.

274
275 Signed: _____
276 Michelle Glennon, Village Clerk