

**MINUTES**  
**VILLAGE OF SOUTHAMPTON - BOARD OF TRUSTEES**  
**PUBLIC SESSION I – JANUARY 9, 2020**

Due notice having been given, the Public Meeting of the Board of Trustees was held at the Southampton Village Hall, 23 Main Street, Southampton, New York at 6:00PM.

Present were Mayor Warren, Trustees Allan, Parash, Pilaro and Yastrzemeski; Village Administrator Russell Kratoville and Assistant Village Attorney Alexandra Halsey Storch

Mayor Warren opened the meeting by leading the Pledge of Allegiance.

The Mayor gave a special thank you to Carl Davis from the Police Dept. who with his wife, purchased the gifts, wrapped them and distributed them at the Windward Way Santa visit in December.

**EMPLOYEE OF THE MONTH**

Mayor Warren acknowledged the January Employee of the Month, Mark Maddock, Auto Mechanic IV, Central Garage and Date of Hire: 8/17/98. The Mayor read a letter of recommendation for Mr. Maddock stating he was eligible for this honor for a number of outstanding reasons including his work in the Central Garage and his strong knowledge of hydraulics and all equipment.

**OATH OF OFFICE:**           2020 Southampton Village Volunteer Ambulance Officers  
  2020 Southampton Fire Department Officers

The Mayor said that the Village owed a debt of gratitude to all those who took the oath of office.

**MAYOR'S COMMENT:** Jesse Warren

The Mayor wished everyone a Happy New Year, thanked all the Board members, and acknowledged all the hard work done by the Board.

The Mayor will ask for a motion to approve the following appointments for the remainder of the one-year term ending June 30, 2020:

1. ***RESOLVED, that the Board of Trustees appoints Robert DeVinney as chairperson of the Zoning Board of Appeals.***

Trustee Yastrzemeski made a motion to approve; Trustee Allan seconded the motion and all were unanimous.

2. ***RESOLVED, that the Board of Trustees appoints Roy Stevenson as chairperson of the Planning Board.***

Trustee Allan made a motion to approve; Trustee Pilaro seconded the motion and all were unanimous.

3. ***RESOLVED, that the Board of Trustees appoints Susan Stevenson as chairperson of the Board of Architectural Review and Historic Preservation.***

Trustee Allan made a motion to approve; Trustee Pilaro seconded the motion and all were unanimous.

## **PUBLIC COMMENT:**

Francis Adamczeski, 41 West Prospect Street, wished everyone a Happy New Year and said that he hopes the Board will work together as one unit and would like to hear everyone's thoughts and views. He commented that the Village is in dire need of refurbishing its look and freshening up the roads, buildings, Lake Agawam and provide support for the elder community so that they can stay in the Village.

The Mayor said the Board wants to work together as there are many things to be done. Trustee Allan mentioned that the Board was looking at new legislation for affordable and workforce housing.

## **BOARD PRESENTATIONS:**

### **1. TREE PLANTING – DRAWDOWN EAST END: MARK HAUBNER**

Mr. Haubner thanked Trustee Allan for providing the opportunity for him to present to the Board. He discussed different plans that they were working on including one to try to plant 150,000 trees within 5 years for sustainability purposes. He stated that his group worked with the Southampton Town Sustainability Committee.

The Mayor asked how the Village could best help and Mr. Haubner said it would be a help if the Village could take some trees; Gary Goleski, Superintendent of Public Works said the Village could take 100 trees. Mr. Haubner stated there would be a DrawDown Film Festival at Southampton Arts Center on 1/11/20

### **2. ROVE - GIANPAOLO DE FELICE, JACK BRINKLEY COOK**

Mr. Cook described ROVE, a ride-share program that launched in June 2019. He discussed RoveLoop which they will launch in Southampton, Sag Harbor and East Hampton to address the short-distance transportation options. Part of their plans include involving licensed school bus drivers from Southampton School District to see if they might be interested in driving for ROVE. The tentative timeline for RoveLoop would be May 15-September 15, 7 days a week, from 9AM-12:30AM.

Trustee Yastrzemski asked if they were presently running the program and if it would be in competition with Free Rides, already operational in the Village. Mr. Cook said that the intent is to launch in May and that the difference is Free Rides operates on a specific route whereas RoveLoop provide service from address to address, similar to Uber but localized to the Village. Trustee Allan asked how many vehicles they would have and where they would park; Mr. Cook said they would start with 3 vehicles and would like to see if there is a way to facilitate having 3 of the proposed electric charging stations be dedicated to ROVE to use for overnight parking.

Trustee Parash said he liked that they're dedicated to a 2.5 mile radius; Trustee Pilaro felt expansion allows for it to become a very viable business.

Mayor Warren asked if it would be helpful to have a dedicated pick-up spot in the Village; would they be interested in sponsoring a charging station with their brand as the Village has 6 stations planned. Mr. Cook said that they did not want a dedicated stop and would consider a branding option for a charging station.

## **DISCUSSION ITEMS:**

### **1. AMBULANCE CAPITAL PROJECT CHANGE ORDER**

Russell Kratoville said the ambulance project was in the home stretch and should be completed by late January. Due to equipment warranty requirements a slight revision to the venting system is needed which will total approximately \$16,000 and with credits from the company the cost would be \$13,494.25. A discussion followed and Mr. Kratoville said that the Board needed to pass a resolution to amend the contract to add this change order.

On a motion by Trustee Yastrzemski and seconded by Trustee Parash the Board adopted the following:

***Resolution #19***

***RESOLVED, that the Board of Trustees hereby authorizes a change order to Central Air Corporation for HVAC work at the Ambulance Capital Project in an amount not to exceed \$14,000.00***

**2. DEPARTMENT HEAD REPORTS – FEBRUARY 13, 2020**

Mr. Kratoville said that historically the Trustees will meet with their departments and then provide brief summaries of their departments' accomplishments and their goals for the coming year. Trustee Yastrzemski said that the Trustees can also bring in their department heads to speak during the meeting as well. Members review their departments and the goals of the departments.

**3. CYCLE NATION BIKE RIDE: AMERICAN HEART ASSOC. – MAY 16, 2020**

Village Administrator Kratoville asked Julie Fitzgerald to review the request received from the American Heart Association to hold their CycleNation Heart Ride on Saturday, May 16, 2020. Ms. Fitzgerald stated that there were no date conflicts and that this was an annual event and outlined the details including that there would be an award reception held outside on the Village property behind Rotations with a tent installed, portable rest-rooms and would involve catering and music. She noted that she would inform the Department of Public Works and the Southampton Arts Center of the event on the lower lawn.

On a motion made by Mayor Warren and seconded by Trustee Parash, the Board adopted the following:

***Resolution #20:***

***The Board of Trustees hereby authorizes the approval for the American Heart Association to hold the CycleNation Ride on Saturday, May 16, 2020 as outlined in their November 8, 2019 letter of request.***

**4. WETLAND FEE WAIVER – LAKE AGAWAM CONSERVANCY**

Mr. Kratoville said that this had previously been approved by the Village Board of Trustees at the October 10, 2019 meeting, but as the timing for the start of the project had been delayed they had withdrawn their application. Roux Environmental was now reapplying for the Request for Fee Waiver so that the work could begin when it was more suited to the weather.

On a motion made by Mayor Warren and seconded by Trustee Parash, the Board adopted the following:

***Resolution #21:***

***The Board of Trustees hereby waives wetland fees in the amount of \$3,750 for Roux Environmental on behalf of 5 property owners.***

**PUBLIC HEARINGS:**

**1. LOCAL LAW: TREES**

Mayor Warren made a motion to open the Public Hearing; Trustee Yastrzemski seconded the motion and a unanimous vote followed. Assistant Village Attorney Alexandra Halsey Storch said there had been a productive meeting with local landscapers and she had been in discussion with Trustee Allan regarding the suggested changes. As the legislation that is in front of the Board will require substantive changes Ms. Storch recommended closing the Public Hearing with no action taken to provide time to make revisions and then present a new tree law with notice provided for a new Public Hearing.

Christine Witker Sullivan asked what the protocol would be once the proposed new legislation has been drafted and a public hearing established.

Lane Bretschneider, 57 Lewis Street, asked for clarity on the public hearing and its closure.

Rob Coburn, 345 Hill Street, asked the Village to look at the trees in the Village right-of-way and said approximately 30% are past their useful life and many of those are dangerous and create a safety issue.

Trustee Allan said there were a lot of good ideas brought forth and they would also like to bring in some developers to get their input as well. Trustee Allan said she and Gary Goleski had met with Jennifer Mesiano, the Village grant writer to discuss grant opportunities for a tree inventory and assessment.

Trustee Parash said that the Village has 2 arborists and said they are committed to taking an inventory and reviewing the situation and have begun to do core samples of the Village trees.

Mayor Warren made a motion to close the Public Hearing with no action taken; Trustee Allan seconded the motion and a unanimous vote followed.

## **COMMUNICATIONS TO THE BOARD:**

### **1. NYS Municipal WC Alliance – Loyalty Award**

Mr. Kratoville explained that the Village had switched from PERMA to WC Alliance in 2018, which has been very successful and has a robust safety program. They have a Loyalty Award Program which they share with the members and the Village has received \$8,675.00 for the last year. Mr. Kratoville noted that the switch to WC Alliance has represented a large savings to the Village in annual premiums.

## **SUGGESTED RESOLUTIONS:**

4. ***RESOLVED, that the reading of the minutes for the Public Session of December 12, 2019 Special Meeting of December 19, 2019 be dispensed with and that those minutes be accepted as filed by the Village Administrator and that the actions taken at that meeting be and hereby are ratified and approved.***

Trustee Pilaro made a motion to approve; Trustee Yastrzemeski seconded the motion and all were unanimous.

5. ***RESOLVED, that the claims for the warrants dated January 9, 2020 totaling \$747,910.76 (Warrant #11 - General Fund), \$134,300.32 (Warrant #8 - Capital Reserve Fund), \$25.50 (Warrant #3 CS Trust) and the Village payrolls for the period from December 6, 2019 to January 2, 2020 be audited and approved.***

Trustee Pilaro made a motion to approve; Mayor Warren seconded the motion and all were unanimous.

Discussion: Trustee Allan asked about Verizon Wireless and why one bill was significantly higher than the others. Koeppel, Martone, Leistman regarding a settlement of disputes for tax assessments for condominiums. Mayor Warren asked about the fee for electric service for Pyrrhus Concer property.

6. ***RESOLVED, that the Board of Trustees hereby approves the attached schedule of budget transfers to eliminate line item overages for the period ending January 9, 2020.***

Trustee Pilaro made a motion to approve; Trustee Parash seconded the motion and all were unanimous.

7. ***RESOLVED, that upon the recommendation of the Mayor, the Village Board ratifies the hiring of Jeannine Brenner as a justice court clerk off of S.C. Civil Service List No. 19EL468 at a salary of \$51,285.00 effective December 20, 2019.***

Trustee Pilaro made a motion to approve; Trustee Parash seconded the motion and all were unanimous.

8. ***RESOLVED, that the Board of Trustees hereby recalls and rescinds a Resolution regarding 30 Bellows Lane adopted on December 12, 2019.***

Mayor Warren made a motion to approve; Trustee Yastrzemeski seconded the motion, and all were unanimous.

9. ***RESOLVED, that in accordance with Section 41-2 of the Village of Southampton Village Code, the Board of Trustees hereby (1) judge that the real property located at 30 Bellows Lane contains brush, rubbish and weeds that are in need of being removed and hedges and grass in need of being trimmed because same has become a fire, health and safety hazard; and, (2) authorizes the Mayor to serve upon the owner of said real property at his last known address, a notice directing the owner to remove the brush, rubbish and weeds and to trim the hedges within ten (10) days from the date of the notice. This Resolution replaces the Resolution, adopted on December 12, 2019, and which was recalled and rescinded by Resolution 8, adopted on January 9, 2020.***

Mayor Warren made a motion to approve; Trustee Parash seconded the motion, and all were unanimous.

10. ***RESOLVED, that the Board of Trustees hereby recalls and rescinds a Resolution regarding 134 Eel Pot Alley adopted on December 12, 2019.***

Mayor Warren made a motion to approve; Trustee Parash seconded the motion, and all were unanimous.

11. ***RESOLVED, that in accordance with Section 41-2 of the Village of Southampton Village Code, the Board of Trustees hereby (1) judge that the real property located at 134 Eel Pot Alley contains brush, rubbish and weeds that are in need of being removed and hedges and grass in need of being trimmed because same has become a fire, health and safety hazard; and, (2) authorizes the Mayor to serve upon the owner of said real property at his last known address, a notice directing the owner to remove the brush, rubbish and weeds and to trim the hedges within ten (10) days from the date of the notice. This Resolution replaces the Resolution, adopted on December 12, 2019, and which was recalled and rescinded by Resolution 10, adopted on January 9, 2020.***

Mayor Warren made a motion to approve; Trustee Yastrzemeski seconded the motion, and all were unanimous.

12. ***RESOLVED, that the Board of Trustees hereby approves the purchase of ten (10) multi-gas detection meters to replace units reaching prescribed expiration dates at a cost of \$19,350.70 from Capital Reserve-Fire Equipment subject to permissive referendum.***

Trustee Yastrzemeski made a motion to approve; Trustee Parash seconded the motion and all were unanimous. Roll Call vote: Trustee Yastrzemeski Aye

Trustee Pilaro was absent.

13. ***RESOLVED, that the Board of Trustees hereby approves a 48-month lease renewal with Pitney Bowes for a postage meter at Justice Court at a cost of \$332.28 per quarter.***

Trustee Parash made a motion to approve; Trustee Allan seconded the motion, and all were unanimous.

14. ***RESOLVED, that the sale of tax liens on all unpaid real property taxes for the fiscal year 2019-2020 will be held at 1:00 PM on Tuesday, March 10, 2019 in the Board Room, Municipal Building, 23 Main St.***

***Southampton, NY and that the notice to this effect be published in the official paper, The Southampton Press.***

Mayor Warren made a motion to approve; Trustee Yastrzemeski seconded the motion. Trustee Pilaro noted that the date should be March 10, 2020.

Trustee Pilaro made a motion to amend the resolution to reflect the date Tuesday, March 10, 2020; Trustee Parash seconded the motion and a unanimous vote followed. The Board then unanimously approved the underlying resolution.

- 15. RESOLVED, that the Board of Trustees hereby approves Steven Idtensohn as a probationary member of Agawam Engine Co. 1 effective January 9, 2020.***

Trustee Yastrzemeski made a motion to approve; Trustee Pilaro seconded the motion, and all were unanimous.

- 16. RESOLVED, that the Board of Trustees hereby approves Luke Corrigan as a probationary member of Hook & Ladder Co. 1 effective January 9, 2020.***

Trustee Yastrzemeski made a motion to approve; Trustee Allan seconded the motion, and all were unanimous.

- 17. RESOLVED, that the Board of Trustees appoints Ian Duke to the Business Revitalization Committee.***

Trustee Allan made a motion to approve; Mayor Warren seconded the motion, and all were unanimous.

- 18. WHEREAS, the New York State Department of Environmental Conservation DEC has announced funding for municipalities to install clean vehicle infrastructure that supports the deployment of clean vehicle technology for public use through the 2019 Municipal Zero-emission Vehicle (ZEV) Infrastructure Grants Program; and***

***WHEREAS, the Village intends to install electric vehicle charging stations at three proposed locations in the Village on West Main Street, Agawam Park and Railroad Plaza; and***

***WHEREAS, the ZEV program requires separate applications to be submitted for each proposed ZEV infrastructure location; and***

***WHEREAS, the ZEV program provides funding to furnish and install eligible infrastructure and may support certain operating costs for a period of two years; and***

***WHEREAS, the ZEV program requires applicants to provide matching funds in the amount of 20% of the requested grant funds; therefore***

***BE IT RESOLVED, the Village Board of the Village of Southampton hereby support submission of three grant applications to the ZEV program for the following estimated amounts:***

***West Main: Grant request \$7,695, match \$1,539***

***Agawam: Grant request \$7,496, match \$1,249***

***Railroad Plaza: Grant request \$8,899, match \$1,483, and***

***BE IT FURTHER RESOLVED, that the Mayor or his designee is authorized to sign any and all documents associated with the grant application.***

Trustee Pilaro made a motion to approve; Mayor Warren seconded and all were unanimous.

## **COMMENTS FROM THE BOARD:**

**Trustee Yastrzemski** – wished everyone a Happy New Year, saying he had hopes on how the Board will operate going forward. He recognized the Fire and Ambulance Departments and all their work, especially over the past several months which have been very busy with multiple large scale structure fires and worked with fellow fire departments from surrounding areas. Proud of their work and how strongly the Southampton Fire Department was represented.

**Trustee Allan** – spoke on the following:

1. Mentioned that the Fire Dept. had done a great job of saving all the pets at the Hearst mansion fire.
2. There is a report that a rooster was in the back room of the Post Office and Trustee Allan asked that the Building Dept. and Code Enforcement investigate
3. Former Trustee Bill Hattrick mentioned that a police officer had stopped at UBS and said they were going to be enforcing more strongly the parking restrictions on Main Street year-round. Chief Cummings said there had been a number of complaints from people parking all day in the business district and they were issuing warnings so that they could help with the downtown revitalization efforts and provide more accessible parking for shoppers, etc.
4. Thanked the Business Revitalization Committee who is a very active committee and has been giving a lot of time and working on a number of initiatives including
  - a. Plans to create a small event for late March to tie-in with East End Restaurant Week.
  - b. Create a new website to support all Village businesses and services.
  - c. Improve Branding to better showcase advantages of SH
  - d. Partnering with other municipal organizations on shared objectives. There will be an upcoming meeting with Discover Long Island to discuss ways to collaborate on 1/14/20
  - d. Other feedback that was surfaced during the meeting: A problem with Cell and Internet service experienced by businesses creating challenged to communications and credit card processing. They would like the Village to reach out to Altice and the cell providers to see if there are improvements that can be made.
5. Trustee Allan acknowledged Rob Coburn and Tom Louthan of the Water Quality Committee, saying they have put together a high-level plan for cleaning up Lake Agawam and are doing a great job aligning with other organizations and leveraging different groups to help in this effort. She noted that John Halsey of Peconic Land Trust was interested in joining the Water Quality Committee and supported that.
6. Lastly, Trustee Allan said she would like to see transparency for the large ticket budget items and assess these items and projects so that the right choices can be made at the right time.

**Trustee Parash** – thanked all the Village employees for all their work during the holiday season for making the Village look so beautiful and keeping it that way. Mr. Parash thanked the businesses who participated in the 1<sup>st</sup> annual Holiday Window Decorating Contest and said the winners were: 1<sup>st</sup> Place: Hildreths; 2<sup>nd</sup> Place: Mary Godfrey Photography; 3<sup>rd</sup> Place: Seagreen Designs.

Mr. Parash also informed the public that Hill Street was being worked in at this time to have numerous potholes repaired and acknowledged the work of Gary Goleski in his professional interactions with the contractor who would be doing those repairs at no additional cost to the Village taxpayers.

**Trustee Pilaro** – wished everyone a Happy New Year and said he was looking forward to working with everyone in the coming year.

**Mayor Warren** – spoke on several issues:

1. He had attended the NY State of the State presentation given by Governor Cuomo in Albany and was happy to have the opportunity to meet many legislators from throughout the State and hear of some of the plans including increase in infrastructure building; environmental and water quality improvements, etc. The Mayor thanked Theresa Santoro who is the Suffolk County Liaison for the Governor’s Office.
2. The Mayor would like to hold a public State of the Village presentation during the spring to discuss what the wide variety of things the Board is working on and issues they need community support for.
3. Mayor stated that the Village will be working with Alexandra Storch, Alice Cooley and Christopher Talbot on legislation that will enable the Village to turn around sign requests much faster.
4. The Mayor then elaborated on a few plans for 2020:
  - a. Creation of a Business Improvement District, as Patchogue and others have done with great success. He would like to set up the legal framework to do this.
  - b. Sewer District – the Village needs to create the legal entity of a Sewer District, which will require a lot of work and time and that is just as important as the actual engineering work.
  - c. Infrastructure issues working with Trustee Parash and Gary Goleski on streets, sidewalks, drainage, catch basins and road work, etc. and will be looking at budgets and grants.
  - d. Open Data Portal – using new technology to aggregate all of the Village data so that anyone could log-in to see all monies spent and also looking at the work of the Police Department. This will take time and the right team to execute.

The Mayor concluded by thanking everyone and said he looked forward to working with everyone.

## **2<sup>nd</sup> PUBLIC COMMENT**

Rob Coburn, 345 Hill Street, spoke wearing 2 hats: as a member of the ARB he said that the signage issue will be on the next meeting for discussion with a proposal to expedite signage applications. As a member of the Clean Water Committee, Mr. Coburn said it is a complex, multi-layered issue, and while they are starting with Lake Agawam on certain aspects, the Committee is not focused strictly on Lake Agawam. He stated that Gary Goleski has been a great asset serving on the Committee. He noted that they serve as an advisory committee so their goal is to come to the Board with suggestions and recommendations and help to create tools that will help others in the Village. Mr. Coburn said they will work with Trustee Allan on developing a budget for some of the projects they’d like to address including studies and educational forums. He reiterated the request for John Halsey to be appointed to join the Committee.

## **MOTION TO ADJOURN:**

Mayor Warren made a motion to adjourn at 8:07PM, Trustee Parash seconded the motion and a unanimous vote followed.

Russell Kratoville, Village Administrator

1/9/2020