

MINUTES FOR THE REGULAR MEETING HELD BY THE BOARD OF TRUSTEES ON FRIDAY, SEPTEMBER 18, 2020 AT 4:00 P.M.

This meeting was held via teleconference.

PRESENT: Mayor Peter Sartorius, Trustees Randy Cardo, Kimberley Payne and Robert Treuhold, Village Attorney Wayne Bruyn and Village Clerk Aimee Buhl

ABSENT: Trustee Ted Necarsulmer

OTHERS PRESENT: Police Chief Chris Isola, Fire Chief Ben Hubbard, Jeanette Obser, Karen Cirincione, Irwin Messer

The Mayor invited everyone to join him in the Pledge of Allegiance.

Aimee Buhl reported the results of the General Election held on Tuesday, September 15, 2020 with a total of 191 official voters casting their votes as follows:

Mayor:

Peter Sartorius- 174

Trustee:

Kimberley Payne- 172

Robert Treuhold-174

Aimee Buhl swore in Mayor Peter Sartorius, Trustee Kimberley Payne and Trustee Robert Treuhold.

The Mayor and Trustees thanked Jeanette Obser for her invaluable service to the Village and Jeanette expressed that it was a pleasure to work with them.

Upon motion made by Kimberley Payne, seconded by Randy Cardo and unanimously carried, the following appointments are approved:

Deputy Mayor:	Randy Cardo
Associate Village Justice:	Gair Betts
Clerk-Treasurer:	Aimee Buhl
Deputy Treasurer:	Amy Cosgrove
Deputy Clerk:	Denise Michalowski
Assistant to the Mayor:	Stephanie Wagner
Registrar of Vital Statistics	Aimee Buhl
Deputy Registrar of Vital Statistics	Denise Michalowski
Administrative Assistant (Police):	Jennifer Vargas
Senior Building Inspector:	Bill Nowak
Building Inspector/Part Time	Thomas Snodgrass
Ordinance/Code Enforcement Officer:	Christopher Osborne
Village Attorney:	Wayne Bruyn

Village Prosecutor:	Patrick Gunn
Court Clerk:	Theresa Conway
Justice Court Clerk:	Frances Schurek
Justice Court Clerk:	Susan Doyle
Village Engineer:	The Raynor Group, P.E. & L.S. PLLC
Court Attendant:	Christopher Osborne
Fire Prevention Inspectors:	Fire Prevention Department, Town of Southampton Fire Marshal
School Crossing Guards:	Arlene Jahelka Joseph Jahelka Alfrieda Robinson Kevin Lonnie
Village Historian:	Victoria Sartorius
Auditors:	Satty Levine & Ciacco, CPA, PC
Official Newspaper:	Southampton Press, Western Edition
Official Depositories:	MBIA Municipal Investors Service Corporation Signature Bank People's United Bank American Portfolios Financial Services Inc M&T Bank
Official Credit Cards:	Cardmember Services Home Depot WEX Bank Lowe's

Upon motion made by Kimberley Payne, seconded by Randy Cardo and unanimously carried, Signature Bank and M&T Bank are hereby directed to honor all checks and drafts upon such funds of the Village of Quogue duly signed by the Village Treasurer and Deputy Treasurer and/or the Mayor (two signatures required on all general account checks).

Upon motion made by Robert Treuhold, seconded by Randy Cardo and unanimously carried, it was RESOLVED, the Regular Meetings of the Board of Trustees of the Village of Quogue, New York during the current Official Year are hereby approved to be held on the third Friday of each month at 4:00 P.M., unless otherwise noticed, in the Village Hall, North Meeting Room, Jessup Avenue, Quogue, New York, and that notice be published in the Southampton Press in accordance with the Open Meeting Law.

Upon motion made by Robert Treuhold, seconded by Kimberley Payne and unanimously carried, it was RESOLVED, the appointment of new members, appointment of chairpersons and confirmation of terms of existing members and expiration dates of terms of office of members of the following boards are hereby approved as follows:

Zoning Board of Appeals

Pamela Chepiga, Chairperson-July 2021/Member-July 2021

Bruce Peiffer– July 2024

Brendan Ryan – July 2025

Geoff Judge- July 2022  
Edward P. Tolley III- July 2023

Planning

Stephen P. Farrell, Chairperson – July 2021/Member- July 2023  
Robert Levy – July 2021  
Clarke Lewis – July 2024  
Lynn Lomas – July 2022  
Paul Mejean – July 2025  
Richmond Gardner (alternate) - July 2021

Design Review

Sally McGrath, Chairperson – July 2021/Member- July 2022  
Chester Murray – July 2022  
Kathleen Lomas – July 2023  
Judy McDermott- July 2021  
Thomas D. Mullen- July 2021

Ethics Board

Cristina Kepner - July 2022  
Aimee Buhl – July 2021  
James Tolan - July 2023

Upon motion made by Robert Treuhold, seconded by Kimberley Payne and unanimously carried, it was RESOLVED, the Treasurer is hereby authorized to pay certain claims for recurring expenditures such as utility services, postage, delivery charges, insurance premiums and administrative fees in advance of voucher.

Upon motion made by Robert Treuhold, seconded by Kimberley Payne and unanimously carried, it was RESOLVED, the following vendors are hereby approved as designated for staff purchases without a purchase order for purchases in the amount of no more than two hundred fifty (\$250.00) dollars:

Aspatuck Gardens	Office Depot
Bar Boy Products	Otis Ford Inc.
Beds & Borders	Riverhead Building Supply
Chief Equipment Inc	Seatuck Nurseries
Cleanco Distributors, Inc	SiteOne Landscape Supply, Inc
Florence Lumber	Speonk Lumber
Flowers By Rori	Suffolk Computer Services Inc.
Hampton Marine Center	U-line
Hampton Watercraft	Village Graphics
Home Depot	W.B. Mason
Integrated Wireless	Lopers Equipment
Malvese Equipment	Westhampton Auto Supply
Minuteman Press	Westhampton True Value Hardware
Newman Signs	Zep Manufacturing Corp.

Northern Safety

Zima Tire

Upon motion made by Mayor Sartorius, seconded by Kimberley Payne and unanimously carried, it was RESOLVED, the Village of Quogue Procurement policy is amended by increasing the amount of purchase at the discretion of the purchaser from \$1- \$5,000 to \$1-\$10,000. Mayor Sartorius requested that Wayne Bruyn review the policy suggest any improvement.

Upon motion made by Robert Treuhold, seconded by Kimberley Payne and unanimously carried, it was RESOLVED, the mileage allowance for officers and employees of the Village of Quogue to be the standard mileage rate set by the Internal Revenue Service (currently 57.5 cents per mile), payable upon approval of voucher.

Upon motion made by Robert Treuhold, seconded by Kimberley Payne and unanimously carried the following trustees are appointed to the following Committees:

Committee for Police:	Peter Sartorius and Robert Treuhold
Committee for Fire Dept:	Edward Necarsulmer
Committee for Building and Maintenance:	Peter Sartorius and Kimberley Payne
Committee for Beaches, Dunes and Canal (Waterways) Parks and Recreation:	Kimberley Payne and Robert Treuhold
Tri-Board Liaison:	Peter Sartorius
Committee for Public Works	Randy Cardo

Upon motion made by Robert Treuhold, seconded by Randy Cardo and unanimously carried, it was RESOLVED, the compensation to be paid to Village Attorney, Wayne Bruyn at an hourly rate of \$250.00 per hour other than for litigation services (litigation services being special services outside the scope of the Village Attorney's regular rate) is approved.

Upon motion made by Robert Treuhold, seconded by Kimberley Payne and unanimously carried, it was RESOLVED, the compensation to be paid to Village Prosecutor, Patrick Gunn, at a rate of \$250 per hour is approved.

Upon motion made by Kimberley Payne, seconded by Robert Treuhold and unanimously carried, it was RESOLVED, the minutes of the Regular Meeting held on August 21, 2020 are approved.

Upon motion made by Robert Treuhold, seconded by Kimberley Payne and unanimously carried, it was RESOLVED, the Abstract of Audited Vouchers Schedule 09-20, \$683,152.74 and Treasurer's Report for the Month ending August 31, 2020 are approved as follows:

\$ 918,164.18	Checking Account
\$ 11,413,478.63	Investments
<u>\$ 1,056,779.92</u>	Capital Reserve
\$ 13,388,422.73	Total General Fund 08/31/20

The Clerk gave the report for August 2020 False Burglar and Fire Alarms:

Burglar Billed: \$125 Burglar Collected: \$100

Fire Billed: \$950; Fire Collected: \$400

Fire Chief Ben Hubbard gave the August 2020 report for the Fire Department. Police Chief Chris Isola gave the August 2020 report for the Police Department.

Trustee Cardo left the meeting.

Upon motion made by Kimberley Payne, seconded by Robert Treuhold and unanimously carried, it was RESOLVED, the 2020-2021 Street Lighting Maintenance Services bid is approved and awarded to New York Trenchless, Inc.

The Mayor opened the Public Hearing with respect to "Local Law No. \_\_\_\_ of 2020 A Local Law Amending Chapter 118 (Parks, Waterways and Recreation) of the Village Code as introduced at the Board of Trustees meeting held on Friday, August 21, 2020 at 4:00 P.M. There were no public comments; and the Mayor closed the Public Hearing. The question of the adoption of the following resolution was duly put to a vote on roll call which resulted as follows:  
Mayor Sartorius voting Aye  
Trustee Payne voting Aye  
Trustee Treuhold voting Aye

WHEREAS, Board of Trustees of the Village of Quogue have proposed a local law amending Chapter 118 (Parks, Waterways and Recreation) of the Village Code by adding a new Article VI designating the Quogue Village Dock as a Village Recreation Center and establishing regulations thereto; and

WHEREAS, a public hearing was held on September 18, 2020; and

WHEREAS, the adoption of said local law is considered to be a Type II action under 6 NYCRR §617.5(c), SEQRA and will not have a significant adverse impact upon the environment;

NOW, THEREFORE, BE IT RESOLVED, that Local Law No. 5 of 2020 is hereby adopted as follows:

#### **LOCAL LAW NO. 5 OF 2020**

A LOCAL LAW amending Chapter 118 (Parks, Waterways and Recreation) of the Village Code by adding a new Article VI designating the Quogue Village Dock as a Village Recreation Center and establishing regulations thereto."

BE IT ENACTED by the Board of Trustees of the Village of Quogue as follows:

**Section 1.** Chapter 118 of the Quogue Village Code is hereby amended by adding a new Article VI thereto to read in its entirety as follows:

#### **Article VI Quogue Village Dock**

**§118-32. Designation as recreation center.** The premises located in the Village of Quogue, bounded on the north by Quogo Neck Lane at a line across such Lane which is 1,155 feet south from the center of its intersection with Howell Lane, on the east by lands now of Reisner and 13 At Hudson LLC, on the south by the Quogue Canal and on the west by Quantuck Bay, hereinafter referred to as "Quogue Village Dock," is hereby designated a recreation center of the Village of Quogue..

**§118-33. Deposit of wastes.** No person shall throw, break, cast, lay or deposit bottles, papers,

wrappers, garbage or refuse of any kind or nature upon any part or portion of the Quogue Village Dock except in the containers provided therefor.

**§118-34. Damage of property.** No person shall in any manner damage, deface, injure or destroy any structure, planting, roadway, embankment, building or equipment located on the grounds of the Quogue Village Dock.

**§118-35. Permit required for vending.** The selling, vending or offering for sale of any wares, foodstuffs, beverages or other merchandise or services upon the grounds or in and about the facilities of the Quogue Village Dock is prohibited, unless the Board of Trustees of the Village of Quogue has issued a permit therefor.

**§118-36. Docking time limited.** No person shall moor, tie or dock any boat, barge or other vessel to the Quogue Village Dock for a period in excess of two hours without a permit issued therefor by the Board of Trustees or the Mayor.

**§118-37. Responsibility of Village for injury or loss.** Any person using the Quogue Village Dock or any of its facilities shall do so with the understanding that the Village of Quogue assumes no responsibility for any injury or damage which such person may sustain while using said facilities and that said Village will not be responsible for the loss of any personal property on said Quogue Village Dock.

**§118-38. Regulations.** The Board of Trustees may by resolution adopt and establish regulations with respect to the use and operation of the Quogue Village Dock. Such regulations shall have the same force and effect as if expressly set forth herein.

**§118-39. Penalties for offenses.**

**A.** Any person committing an offense against any provision of this article shall, upon conviction thereof, be guilty of a violation pursuant to the Penal Law of the State of New York, punishable by a fine not exceeding \$1,000 or by imprisonment for a term not exceeding 15 days, or by both such fine and imprisonment. The continuation of an offense against the provisions of this article shall constitute, for each day the offense is continued, a separate and distinct offense hereunder.

**B.** For each and every violation of this article, the person or persons responsible for, causing, permitting, assisting in or refusing to abate or correct such violation shall be subject to a civil penalty not exceeding \$1,000 for each and every such violation. The continuation of a violation of this article shall constitute, for each day the violation is continued, a separate and distinct violation hereunder.

**Section 2.** This local law shall become effective upon the filing thereof with the Secretary of State of the State of New York.

AND BE IT FURTHER RESOLVED, that the Village Clerk is hereby authorized and directed to publish the following Notice of Adoption:

**NOTICE OF ADOPTION**

PLEASE TAKE NOTICE that after public hearing was held on September 18, 2020, the Board of Trustees of the Village of Quogue at their meeting of September 18, 2020 adopted LOCAL LAW NO. 5 OF 2020 as follows: “A LOCAL LAW amending Chapter 118 (Parks, Waterways and Recreation) of the Village Code by adding a new Article VI designating the Quogue Village Dock as a Village Recreation Center and establishing regulations thereto.”

Copies of the adopted law are on file in the Village Hall and may be reviewed during normal business hours.

**BY ORDER OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF QUOGUE  
AIMEE BUHL, VILLAGE CLERK**

Upon motion made by Kimberley Payne, seconded by Robert Treuhold and unanimously carried, it was RESOLVED, a public hearing on the proposed Amendment No. 1 to Declaration of Covenants and Restrictions pertaining to 52 Quogue Street is scheduled for October 16, 2020 at 4:00 P.M.

Upon motion made by Kimberley Payne, seconded by Robert Treuhold and unanimously carried, it was RESOLVED, the following 2019-2020 year end budget transfers are approved:

From	To	Amount
A1110140	A1110100	\$198
A1110140	A1110120	\$2,376
A1110140	A1110130	\$33
A1325140	A1210100	\$66
A1325140	A1210120	\$280
A1325140	A1325100	\$444
A1325140	A1325120	\$306
A1325140	A1325130	\$278
A1325140	A1325170	\$410
A1325210	A1325190	\$417
A1325450	A1325446	\$860
A1420400	A1420100	\$368
A3120100	A3120140	\$308
A3120100	A3120150	\$2,440
A3120100	A3120160	\$875
A3120120	A3120190	\$538
A3120413	A312022	\$845
A3120413	A3120412	\$190
A3120412	A3120411C	\$787
A3120412	A3120416	\$86
A3120412	A 3120445	\$50
A341023	A341016	\$2,838
A3410442A	A3410412	\$3,075
A3410422	A3410423	\$35
A3410443	A3410470	\$40
A362019A	A3620100	\$628

A362019A	A3620100	\$488
A3620425	A3620411	\$24
A5110240	A5110100	\$2,552
A718015	A7180100	\$1,050
A7180421	A7180100	\$1,587
A801049	A802016	\$500
A8745490	A8745400	\$1,709
A9010800	A9015800	\$474,345
A9060800	A9015800	\$8,382
A9045800	A9015800	\$3,322
A8020446	A9030800	\$5,315
A5182448	A9030800	\$3,917
A8010445	A9030800	\$1
A5182448	A9089800	\$1,442

Upon motion made by Mayor Sartorius, seconded by Robert Treuhold and unanimously carried, it was RESOLVED, a transfer in the amount of \$400,000 from unreserved fund balance to Building Capital Reserves is approved.

Upon motion made by Kimberley Payne, seconded by Robert Treuhold and unanimously carried, it was RESOLVED, \$435,000 from Building Capital Reserves is approved to be utilized for expenses related to the building renovation at 121 Jessup Avenue, subject to a permissive referendum.

Upon motion made by Kimberley Payne, seconded by Robert Treuhold and unanimously carried, it was RESOLVED, a transfer in the amount of \$1,500 from A801040 Zoning/Misc Expenses to A801016 Zoning/Personal Serv is approved.

Upon motion made by Robert Treuhold, seconded by Kimberley Payne and unanimously carried, it was RESOLVED, a transfer in the amount of \$53,238.86 from A1420100 Law/Personal Services to A1420400 Law/Contract/Village Attorney is approved.

Upon motion made by Kimberley Payne, seconded by Robert Treuhold and unanimously carried, it was RESOLVED, purchase order 16189 Suffolk Cement Precast is increased in the amount of \$1,327.80.

Upon motion made by Robert Treuhold, seconded by Kimberley Payne and unanimously carried, it was RESOLVED, the Mayor is authorized to sign and execute the engagement letter with Firefly Admin Inc. for Quogue Service Award Program for the period 10/1/2020 to 9/30/2021.

The Mayor stated that the Quogue Library is a sponsoring Quogue Census Awareness event on September 24, 2020 on Jessup Avenue from 10 A.M until 2 P.M.

Karen Cirnicione congratulated the newly elected board members, and Wayne Bruyn reminded them to sign the Oath of Office.

With no other business to discuss and upon motion made by Kimberley Payne, seconded by Robert Treuhold and unanimously carried, the meeting was adjourned at 4:35 P.M.

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Aimee Buhl, Village Clerk