

# VILLAGE OF BELLPORT

Reorganizational Meeting – July 25, 2022

## MINUTES

at 7:00PM

This meeting is open to the public in the Village Community Center, on Bell Street. It is an in-person meeting and will be streamed on Zoom

Call to Order, Pledge of Allegiance & Roll Call.

1. Resolution: **103** Board of Trustees' Appointments and Assignments and Village Boards, Committees, and Commissions

**Motion: Trustee Ferrigno – Second: Trustee Mackin - APPROVED**

Listed below are the Areas of Responsibility of each elected official for the 2022/2023 year:

- a. Deputy Mayor – Robert Rosenberg
- b. Ray Fell – Rebuild Bellport Marina – Grill Room – Concessionaire BCC - Employee Benefits - Grants - Ethics – Vouchers – Bank Reconciliation
- c. Robert Rosenberg – Downtown Revitalization – Chamber of Commerce – Budget and Fiscal Commission – Historical District Board – Zoning Board of Appeals – Architectural Review Board – Planning Board
- d. Michael Ferrigno – Rebuild Ho-Hum Beach Marina – Mother's Beach – Yacht Club – Sailing Foundation – Waterfront Commission
- e. Steven Mackin – Golf Course – Kids Camp- Senior Program – Bellport Fire Department – Liaison to First Responders – Golf Commission
- f. Nathan Rohrmeier – DPW Department – Communication/Website – Vouchers – Beautification – Code Enforcement/ Village Security

Standing Appointments and Assignments:

- a. Village Clerk – John E. Kocay, Term: July 6, 2021 to July 5, 2023
- b. Village Deputy Clerk – Kathleen Ford Mehrkens, Term: July 6, 2021 to July 5, 2023

- c. Village Treasurer – Kelly Stumpo, Term: June 1, 2021 to July 5, 2023
- d. Village Deputy Treasurer – Jessica Sarich, Term: June 1, 2022 to July 5, 2023
- e. Village Attorney – Dave Moran, Rate: \$150/hr. Term: July 6, 2021 to July 5, 2023
- f. Assistant Village Attorney – Diedre Cicciaro, \$100/hr., July 6, 2021 to July 5, 2023
- g. Village Labor Attorney – David Cohen, \$315/hr., July 6, 2021 to July 5, 2023
- h. Village Deputy Justice – Kerry Lechtrecker, \$100/hr., Term: June 6, 2021 to July 5, 2023

Village Boards, Committees and Commissions with new assignments (Exhibit 1)

- 2. Resolution: **104** Auditing Firm – Cullin Donowski: Christopher Reino and Jennifer Ditta, Principals.

**Motion: Trustee Mackin – Second: Trustee Ferrigno - APPROVED**

- 3. Resolution: **105** Insurance Assignment/Risk Managers – Salerno Brokerage Corp.

**Motion: Trustee Ferrigno – Second: Trustee Mackin – APPROVED**

- 4. Resolution: **106** Official Newspapers:

The Long Island Advance  
Greater Long Island.com  
Newsday  
South Shore Press

**Motion: Trustee Mackin – Second: Trustee Rohrmeier - APPROVED**

- 8. Resolution: **107** Advance Approval of Claims: WHEREAS the Board of Trustees has determined to authorize payment in advance of audit of claims for utility services, postage, pro shop merchandise to receive discount, credit cards (AMEX)

**Motion: Trustee Mackin – Second: Trustee Rohrmeier - APPROVED**

- 9. Resolution: **108** Attendance at the following Meetings and Conferences:

- a. NYCOM Fall Training School (September)
- b. NYSGFOA Training School (March/April)
- c. LIVCTA Educational Meetings
- d. SCOVA Educational Meetings

e. BOASC (Building)

f. Stony Brook Code Conference (Building) (March/April)

g. NYSFSMA (Building)

**Motion: Trustee Ferrigno – Second: Trustee Rohrmeier - APPROVED**

10. Resolution: **109** Designating Depositories: That the Board of Trustees designates the following institution as Investment Bank and depository of all moneys received by the Village Treasurer, Clerk and Receiver of Taxes: Dime Bank.

**Motion: Trustee Mackin – Second: Trustee Ferrigno - APPROVED**

11. Resolution: **110 Bellport Village Calendars**

**2022-2023 HOLIDAY SCHEDULE**

Labor Day	Monday	September 5, 2022
Columbus Day	Monday	October 10, 2022
Election Day	Tuesday	November 8, 2022
Veteran’s Day	Friday	November 11, 2022
Thanksgiving	Thursday	November 24, 2022
Christmas	Monday	(Observed) December 26, 2022
New Year’s Day	Monday	(Observed) January 2, 2023
Martin Luther King Day	Monday	January 16, 2023
President’s Day	Monday	February 20, 2023
Good Friday	Friday	April 7, 2023
Memorial Day	Monday	May 29, 2023
Juneteenth	Monday	June 19, 2023
Independence Day	Tuesday	July 4, 2023

**2022-2023 WORK SESSION AND BOARD MEETING SCHEDULE**

**Work Sessions at 6:00PM:**

**Board Meetings at 7:00PM:**

Monday	July 11, 2022	Monday	July 25, 2022
Monday	August 8, 2022	Monday	August 22, 2022
Tuesday	September 6, 2022	Monday	September 19, 2022
Tuesday	October 11, 2022	Monday	October 24, 2022
Monday	November 7, 2022	Monday	November 21, 2022
Monday	December 5, 2022	Monday	December 19, 2022
Monday	January 9, 2023	Monday	January 23, 2023
Monday	February 13, 2023	Monday	February 27, 2023
Monday	March 13, 2023	Monday	March 27, 2023
Monday	April 10, 2023	Monday	April 24, 2023
Monday	May 8, 2023	Monday	May 22, 2023
Monday	June 12, 2023	Monday	June 26, 2023

**Motion: Trustee Mackin – Second: Trustee Rohrmeier – APPROVED**

12) Resolution: **111** Accept and approve current Policies of the Incorporated Village of Bellport for 2022/23, et al:

1. Employee Handbook
2. Full-Time Employee Policy
3. Part-Time Employee Policy
4. Sexual Harassment Policy
5. Anti-Child Abuse Policy
6. Anti-Bullying in the Workplace Policy
7. Investment Policy
8. Fund Balance Policy
9. Debt Management Policy
10. Capital Plan Policy
11. Drug & Alcohol Policy
12. Procurement Policy
13. Board Meeting Policy
14. Social Media Policy
15. Community Center and Parks Usage Policy
16. Tennis Facility Policy
17. Golf Course Policy
18. Bellport Marina, Dinghy, Kayak Policy
19. Bellport Beach Policy
20. Ferry Policy
21. Garbage and Debris Policy
22. Budget Adoption Policy
23. Cell Phone and Vehicle Usage Policy
24. Board and Commission Hearing Policy
25. Organizational Chart
26. Special Parking Permit Policy
27. Red Flags (Identity Theft) Resolution
28. Cash Receipts, General Ledger and Journal Entries Policy
29. Hazardous Waste Policy
30. Capital Assets Policy
31. Credit Card Usage and Reimbursement Policy
32. Donation Policy
33. Whistleblower Policy
34. Ethics Law
35. Dock Policy
36. Gas Powered Equipment Policy (New, Exhibit 2)
37. Guests Procedure for the Bellport Golf Club (New, Exhibit 3)

Final: July 25, 3022

38. Irrevocable funds Policy: Authorize the designated depository to utilize irrevocable letters of credit issued by the Federal Home Loan Bank of New York as Eligible Collateral for Village assets [currently held by Dime Bank. Upon approval Dime Bank will increase our yield on interest to at least .75%.]
39. Various accounts in the General, Enterprise and Capital Funds are commonly required during the fiscal year. The Treasurer is authorized to make Intra-fund budget transfers between line-item accounts, so long as the transfer for any one item does not exceed Five Thousand Dollars (\$5,000). A list of Intra-fund transfers below \$5,000 will be provided at Board of Trustees' Work Session Meetings. All Intra-fund transfers in excess of Five Thousand Dollars (\$5,000) require Board of Trustees approval. All Inter-fund transfers between funds - General, Enterprise and Capital - require Board of Trustees approval. A list of all transfers will be maintained with the Village Clerk for audit purposes.

**Motion: Trustee Rohrmeier – Second: Trustee Mackin – Trustee Ferrigno: Abstained – Deputy Mayor Rosenberg: YES - APPROVED**

Close Meeting