



## VILLAGE OF BELLPORT

Reorganizational Meeting

Monday, July 28, 2025 at 6:00PM

This meeting will be held in the Community Center 4 Bell Street, Bellport,  
Subject to Change

### A G E N D A

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

Call to Order Pledge of Allegiance & Roll Call.

Mayor Veitch led the Pledge of Allegiance

On a motion by Trustee Michael Young, seconded by Trustee Lorraine Kuehn and unanimously carried the Board opened the Reorganizational Meeting at 6:05 pm.

Village Clerk Pontieri called the roll: Mayor Maureen Veitch, Deputy Mayor Steve Mackin, Trustee Lorraine Kuehn, and Trustee Michael Young. Trustee Nathan Rohrmeier was absent.

Board of Trustees' Assignments. Listed below are the Areas of Responsibility of each elected official for the 2025/2026 year:

**Motion: Deputy Mayor Steve Mackin Second: Trustee Lorraine Kuehn and unanimously carried. Resolution: 151**

- a. Maureen Veitch – Budget & Fiscal, Human Resource Policies – Grants – Ethics – Bellport Country Club – Vouchers - Bellport Environment Committee
- b. Steve Mackin – DPW – Bellport Fire Department – South Country Ambulance – Suffolk County Police Department – Road Safety
- c. Nathan Rohrmeier – Code Enforcement - Waterfront Management Board – Golf Commission - Tennis Commission – Vouchers

## DRAFT MINUTES JULY 28, 2025

- d. Lorraine Kuehn – Communication / Website – Business District – Senior Program – Vouchers – Kids Camp
- e. Michael Young – Zoning Board of Appeals – Architectural Review Board – Planning Board – Historical Preservation – Yacht Club / Sailing Foundation

**Motion: Deputy Mayor Steve Mackin Second: Trustee Lorraine Kuehn and unanimously carried. Resolution: 152**

### Appointed Officials and Positions

- a. Deputy Mayor Nathan Rohrmeier July 28, 2025 – July 27, 2026
- b. Village Attorney TBD July 28, 2025 – July 27, 2026
- c. Prosecuting Attorney Deidre Cicciaro July 28, 2025 – July 27, 2026  
Zone Board - Planning Board – ARB  
Historical
- d. Acting Village Justice Howard Meyers July 28, 2025 – July 27, 2026
- e. Village Labor Attorney David Cohen July 28, 2025 – July 27, 2026
- f. Court Clerk Leigh Huisman July 28, 2025 – July 27, 2026
- g. Village Clerk Mary Pontieri July 28, 2025 – July 27, 2026
- h. Deputy Village Clerk – TBD July 28, 2025 – July 27, 2026
- i. Election Officer Mary Pontieri July 28, 2025 – July 27, 2026
- j. Registrar of Vital Statistics Mary Pontieri July 28, 2025 – July 27, 2026
- k. Deputy Registrar of Vital Statistics - TBD July 28, 2025 – July 27, 2026
- l. Records Management Officer July 28, 2025 – July 27, 2026  
Mary Pontieri
- m. Tax Receiver Marylou Bono July 28, 2025 – July 27, 2026
- n. Village Treasurer Darcia Palmer July 28, 2025 – July 25, 2027
- o. Deputy Treasurer Jessica Sarich July 28, 2025 – July 25, 2027
- p. Assessor Frank Aragona July 28, 2025 – July 27, 2026
- q. Signatory for Village Checks: July 28, 2025 – July 27, 2026  
Mayor Maureen Veitch  
Trustee Lorraine Kuehn  
Deputy Mayor Nathan Rohrmeier
- r. Village Historian Milan Hughston July 28, 2025 – July 27, 2026
- s. Marriage Official Maureen Veitch July 28, 2025 – July 27, 2026
- t. Marriage Official Kerri N. Lechtrecker July 28, 2025 – July 27, 2026
- u. Village Communication Advisor July 28, 2025 – July 27, 2026  
Lucy Danziger

**Motion: Trustee Michael Young Second: Trustee Steve Mackin and unanimously carried. Resolution: 153**

Auditing Firm – Cullen & Danowski LLP (CPA) : Jennifer Ditta, Principal.  
Accounting Services – JKL Municipal Accounting  
Actuarial Valuation Services – USI Consulting Group

## DRAFT MINUTES JULY 28, 2025

Lease & Subscription, Debt Management and Cash Management Application Services  
Software – Fifth Asset, Inc. D/B/A DebtBook  
Budgeting Software – ClearGov  
Municipal Advisor Services – Munistat  
Bond Counsel – Hawkins Delafield & Wood, LL

**Motion: Trustee Steve Mackin Second: Trustee Lorraine Kuehn and unanimously carried. Resolution: 154**

Insurance Assignment Workers' Compensation (Compensation Alliance) - Gallagher  
Insurance Assignment/Risk Managers – Salerno Brokerage Corp.

**Motion: Trustee Michael Young Second: Trustee Steve Mackin and unanimously carried. Resolution: 155**

Official Newspapers:

The Long Island Advance  
South Shore Press

Newsday  
Greater Long Island.com

**Motion: Trustee Steve Mackin Second: Trustee Lorraine Kuehn and unanimously carried. Resolution: 156**

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 (DIME).

**Motion: Trustee Lorraine Kuehn Second: Trustee Steve Mackin and unanimously carried. Resolution: 157**

Approve the following Memberships

- a. New York Conference of Mayors (NYCOM) (Fall Training – September)
- b. New York State Government Officers' Association (NYSGFOA)
- c. Long Island Village Clerks' & Treasurers' Association (LIVCTA)
- d. Suffolk County Village Officials Association (SCOVA)
- e. Building Officials Association of Suffolk County (BOASC)
- g. New York State Floodplain and Stormwater Managers Association

**Motion: Trustee Michael Young Second: Trustee Steve Mackin and unanimously carried. Resolution: 158**

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, NYCLASS, TD Bank & JP Morgan Chase Bank

## DRAFT MINUTES JULY 28, 2025

**Motion: Trustee Lorraine Kuehn Second: Trustee Steve Mackin and unanimously carried. Resolution: 159**

Approve the Debt Management Policy as presented.

Approve the Capital Asset Policy as presented.

Approve the Credit Card Usage & Cash Receipt Reimbursement Policy as presented.

Approve the Investment Policy as presented.

Approve the Procurement Policy

**Motion: Trustee Michael Young Second: Trustee Steve Mackin and unanimously carried. Resolution: 160**

The Annual Reorganizational Meeting of the Board of Trustees of the Village of Bellport will be held in or on the fourth Monday in July at 6:00 pm or at the discretion of the Board of Trustees as soon as practicable thereafter, but not later than July 31, 2026.

**Motion: Trustee Steve Mackin Second: Trustee Lorraine Kuehn and unanimously carried. Resolution: 161**

The Village Board to adopt the standards of the New York Rating Organization of the New York Board of Fire Underwriters pursuant to Local Law 9-71 & 9-72. Allow third party electrical inspectors to perform electrical inspections.

**Motion: Trustee Michael Young Second: Trustee Steve Mackin and unanimously carried. Resolution: 162**

### 2025 – 2026 HOLIDAY SCHEDULE

Labor Day	Monday	September 1, 2025
Columbus Day	Monday	October 13, 2025
Election Day	Tuesday	November 4, 2025
Veterans Day	Tuesday	November 11, 2025
Thanksgiving	Thursday	November 27, 2025
Day after Thanksgiving	Friday	November 28, 2025
Christmas Eve ½ Day	Thursday	December 24, 2025
Christmas	Friday	December 25, 2025
New Years Eve ½ Day	Wednesday	December 31, 2025
New Years Day	Thursday	January 1, 2026
Martin Luther King Day	Monday	January 19, 2026
President's Day	Monday	February 16, 2026
Good Friday	Friday	April 3, 2026
Memorial Day	Monday	May 25, 2026
Juneteenth	Friday	June 19, 2026
Independence Day	Monday	July 6, 2026 (4 <sup>th</sup> on Saturday)

## DRAFT MINUTES JULY 28, 2025

**Motion: Trustee Steve Mackin Second: Trustee Michael Young and unanimously carried. Resolution: 163**

**Work Sessions start at 6:00pm**

**Board Meeting start at 7:00pm**

### **WORK SESSIONS**

Monday August 11, 2025\*  
Monday September 8, 2025\*  
Tuesday October 14, 2025\*  
Monday November 10, 2025\*  
Monday December 8, 2025\*  
Monday January 12, 2026\*  
Monday February 9, 2026\*  
Monday March 9, 2026\*  
Monday April 13, 2026\*  
Monday May 11, 2026\*  
Monday June 8, 2026\*  
Monday July 13, 2026\*

### **BOARD MEETINGS**

Monday August 25, 2025  
Tuesday September 23, 2025  
Monday October 27, 2025  
Monday November 24, 2025  
Monday December 22, 2025  
Monday January 26, 2026  
Monday February 23, 2026  
Monday March 23, 2026  
Monday April 27, 2026  
Tuesday May 26, 2026  
Monday June 22, 2026  
Monday July 27, 2026

***\*WORK SESSIONS AS NEEDED***

**Work Sessions or Board Meetings will be held at Community Center, 4 Bell Street, Bellport unless otherwise noticed.**

**Motion: Trustee Michael Young Second: Trustee Steve Mackin and unanimously carried. Resolution: 164**

### **2025 – 2026 COURT SCHEDULE**

**Court Dates start at 6:00 pm. Court Sessions will be held at the Community Center 4 Bell Street, Bellport.**

Monday August 4, 2025  
Monday September 15, 2025  
Monday October 6, 2025  
Monday November 3, 2025  
Monday December 1, 2025  
Monday January 5, 2026  
Monday February 2, 2026  
Monday March 2, 2026  
Monday April 6, 2026  
Monday May 4, 2026  
Monday June 1, 2026  
Monday July 6, 2026

## DRAFT MINUTES JULY 28, 2025

**Motion: Trustee Steve Mackin Second: Trustee Michael Young and unanimously carried. Resolution: 165**

That the Village mileage reimbursement rate coincide with the IRS reimbursement rate.

**Motion: Trustee Lorraine Kuehn Second: Trustee Steve Mackin and unanimously carried. Resolution: 166**

Accept and approve current Policies of the Incorporated Village of Bellport for 2025/2026, 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 – Updated by Treasurer Palmer
8. Fund Balance Policy
9. Debt Management Policy – Updated by Treasurer Palmer
10. Capital Asset Policy – Updated by Treasurer Palmer
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 – Updated by Treasurer Palmer
32. Donation Policy

# DRAFT MINUTES JULY 28, 2025

33. Whistleblower Policy

34. Ethics Law

35. Dock Policy

36. Irrevocable funds Policy: Authorize the designated depository to utilize irrevocable letters of credit issued by the Federal Home Loan Bank of 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 Steve Mackin Second: Trustee Lorraine Kuehn and unanimously carried. Resolution: 167**

## BOARDS AND COMMISSIONS

### Planning Board (5 Year Term) – Meetings when there is an application – NYS Village Law

NAME	TERM EXPIRES
Stephen Musolino, <b>Chair</b>	6/30/2029
Paul Warner	6/30/2029
Kim Fortunato	6/30/2029
Doug Hoffmann	6/30/2029

**Motion: Trustee Lorraine Kuehn Second: Trustee Steve Mackin and unanimously carried. Resolution: 168**

### Zoning Board of Appeals (3 Year Term) – Meets the 3<sup>rd</sup> Thursday of every month – Village Code

NAME	TERM EXPIRES
Jim Wood, <b>Chair</b>	6/30/2027
Judy Harvey	6/30/2027
Michael Mizrahi	6/30/2028
Michael Cohen	6/30/2028
Susan Claxton	6/30/2028
James McLaren (alternate)	6/30/2026
James Jankowski (alternate)	6/30/2026

# DRAFT MINUTES JULY 28, 2025

**Motion: Trustee Steve Mackin Second: Trustee Lorraine Kuehn and Trustee Michael Young abstaining, the Board approved the members of the Architectural Review Board. Resolution: 169**

**Architectural Review Board (No fixed term) – meets the 2<sup>nd</sup> & 4<sup>th</sup> Thursday of each month**

<b>NAME</b>	<b>TERM EXPIRES</b>
Matthew Boals, <b>Chair</b>	6/30/2026
Phillip Thomas	6/30/2026
James Sherman	6/30/2026
Kathy Dallin	6/30/2026
Ron Risdon	6/30/2026
Michael Morbillo, (Architect)	6/30/2026
Ron Villano, (Alternate Architect)	6/30/2026

**Motion: Trustee Michael Young Second: Trustee Steve Mackin and unanimously carried. Resolution: 170**

**Bellport Historic Preservation District Commission (2 Year Term) – Meets when there is an application – Village Code**

<b>NAME</b>	<b>TERM EXPIRES</b>
James Carson, <b>Chair</b>	6/30/2026
Elena-Brodie-Kusa, Vice Chair	6/30/2026
Michael Mullaney	6/30/2026
Roger Thomas	6/30/2026
Dan Wakesford	6/30/2026
Tom Binnington, Alternate	6/30/2026

DRAFT MINUTES JULY 28, 2025

**Motion: Trustee Michael Young Second: Trustee Lorraine Kuehn and unanimously carried. Resolution: 171**

**Waterfront Management Board (No fixed term) \*Also Main Pier Project Committee – Village Code**

<b>NAME</b>	<b>TERM EXPIRES</b>
Michael Ferrigno, Co-Chair	6/30/2026
Ted Kamoutsis, Co-Chair	6/30/2026
Neil Koenig	6/30/2026
Charlie Flagg	6/30/2026
Carl Persak	6/30/2026

**Motion: Trustee Steve Mackin Second: Trustee Lorraine Kuehn and unanimously carried. Resolution: 172**

**Golf Commission – (No fixed term) – Meets 4<sup>th</sup> Wednesday of every month**

<b>NAME</b>	<b>TERM EXPIRES</b>
Brit Lawlor, Chair	6/30/2026
Ron Krawczyk	6/30/2026
Mike Mislin	6/30/2026
Jeff Nagel	6/30/2026
Mike Cioffi	6/30/2026
Tara Kavanagh	6/30/2026
Joseph Dabrowski	6/30/2026
Ryan Stanley	6/30/2026
Kevin Lauretti	6/30/2026

**Motion: Trustee Lorraine Kuehn Second: Trustee Steve Mackin and unanimously carried. Resolution: 173**

**Tennis Commission (no fixed term)**

<b>NAME</b>	<b>TERM EXPIRES</b>
Paul Warner, Chair	6/30/2026
John Corral	6/30/2026
Ann Cameron	6/30/2026
Dawn Meyers	6/30/2026
Andy Gordon	6/30/2026
Kyle Binnington	6/30/2026
Tara Shannon	6/30/2026
Katy Gaul-Stigge (Altnerate)	6/30/2026

**Motion: Trustee Michael Young Second: Trustee Steve Mackin and unanimously carried. Resolution: 174**

**Ethics Committee**

NAME	TERM EXPIRES
Sandy Harbison	6/30/2026
Dennis Desmond	6/30/2026
Jay Baris	6/30/2026
Abby-Lee Weid	6/30/2026
Peter Schulte	6/30/2026

**Motion: Trustee Steve Mackin Second: Trustee Lorraine Kuehn and unanimously carried. Resolution: 175**

**Bellport Environment Committee**

NAME	TERM EXPIRES
Marc Rauch, Chair	6/30/2026
Jean-Damien Lury	6/30/2026
Howard Read	6/30/2026
Darcy Stevens	6/30/2026
John Knapp	6/30/2026
Dava Stravinsky (Advisor)	6/30/2026
Michele Chiaromonte (Advisor)	6/30/2026

**Motion: Trustee Steve Mackin Second: Trustee Michael Young and unanimously carried. Resolution: 176**

**Village Historian**

NAME	TERM EXPIRES
Milan Hughston	6/30/2026

**Motion: Trustee Michael Young Second: Trustee Lorraine Kuehn and unanimously carried. Resolution: 177**

**Communications Advisor**

NAME	TERM EXPIRES
Lucy Danziger	6/30/2026

## DRAFT MINUTES JULY 28, 2025

On behalf of the Village of Bellport, I'd like to take a moment to express our sincere thanks to Steven Mackin for his service over the last year as Deputy Mayor.

Steve has been an invaluable member of this Board for nearly 10 years. His knowledge – especially in areas few of us have firsthand experience with – has been instrumental to our work. From his understanding of police departments, emergency services, and fire departments, to his ability to translate that expertise into action for the benefit of our residents, Steve has consistently brought clarity and confidence to our decision-making.

His technical knowledge has helped guide our discussions around equipment and vehicle purchases, and his insights into financing options have ensured that we make smart, responsible choices.

As many of you know, Steve's professional responsibilities have recently expanded. While he will remain on the Board as a trustee, he has asked to pass along the responsibilities of Deputy Mayor. I'm pleased to share that his fellow board member, Nathan Rohrmeier, will be stepping into that role.

We are deeply grateful to Steve for his service, and to Nathan for his willingness to step forward.

Thank you both.

Before we close the Reorganizational Meeting, you may notice that there are two boards that are missing. – Finance and Beautification. This change is the result of wanting to streamline the work of our Village Board and look at what are best practices. There were over 75 people on these Boards, Commissions, Committees!

Finance Committee – For the last two and a half years, our Village has had an extremely competent treasurer in Darcia Palmer. She has all of the skills and certifications to help our village make the right decisions. And, I'd like to point out that in Suffolk County's 32 Villages, only 3 have such a committee outside the elected board. We will always reach out to talented village residents and subject matter experts. And we are grateful for the service of the members of the Finance Committee.

In terms of the Beautification Committee, the work they have done has been much appreciated but moving forward, we are going to incorporate aesthetic choices, and environmental decisions so we have folded that into the Environmental Committee.

I thank everybody who have served on the boards one of our goals this year was to bring new members into these boards so that we could introduce people to the operations of running a village, these people could be our future board members.

I want to thank everyone who is serving or who has served on our boards. Our village is very grateful for your contributions.

Close Meeting

## DRAFT MINUTES JULY 28, 2025

On a motion by Trustee Michael Young, seconded by Trustee Steve Mackin and unanimously carried the Board closed the meeting at 6:19 pm