Sag Harbor Village Board of Trustees
Monday, July 7, 2025
Regular Meeting - 12:00 PM
AGENDA

Flag Salute

12:00 PM Meeting called to order on July 7, 2025 at Municipal Building.

I. Call to Order

II. Approval of Minutes

1. Motion to approve the minutes from the Regular Meeting held on June 10, 2025.

   Motion Made By _____
   Motion Seconded By _____

2. Motion to approve the minutes from the Special Meeting held on June 30, 2025.

   Motion Made By _____
   Motion Seconded By _____

III. Department/Committee Reports

Treasurer's Report

Mayor Gardella - Police Department / Fire Department / Ambulance Corps.

Tr. Haye - Justice Court / Parks & Opens Spaces / Planning Board

Tr. Corish - Sewer Department / Village Grants / Zoning Board of Appeals

Tr. Plumb - Public Works / Board of Historic Preservation & Architectural Review / Mashashimuet Park / Environmental Advisory Committee

Tr. Kane - Building Dept. / Harbor & Docks / Harbor Committee

IV. Public Comments

15 minute public session - input for comments and questions (limit three minutes per speaker).

V. Continued Public Hearing

1. LL # _ of 2025
   A local law to amend Sag Harbor Village Code Chapter 235, Streets and Sidewalks, §235-8, Displaying goods and wares, to allow for the limited display of goods and wares on Village sidewalks.

   Motion to Open Made By _____
   Motion Seconded By _____
   Motion to Close Made By _____
   Motion Seconded By _____

Motion to _____ Adopt _____ Table _____ Continue to _____

VI. Discussion Items

VII. Action Items

1. **RESOLUTION AUTHORIZING MAYOR TO SIGN AN AGREEMENT FOR L.K. McLEAN ASSOCIATES, DPC (LKMA) TO PROVIDE ADDITIONAL TRANSPORTATION ENGINEERING SERVICES**
   RESOLVED, that the Board of Trustees of the Village of Sag Harbor hereby authorizes the Mayor to sign an agreement for L.K. McLean Associates, DPC (LKMA) to provide additional transportation engineering services under our existing contract to investigate potential improvements to pedestrian and bicycle access on several Village of Sag Harbor roadways as follows:

   - Hempstead Street, from NY114 to Bay Street;
   - Bay Street, from Hempstead Street to Long Island Avenue / Main Street;
   - Long Island Avenue from Bay Street / Main Street to Garden Street.

   BE IT FURTHER RESOLVED, that LKMA shall provide such services at a cost not to exceed $14,600.

   Motion Made By _____
   Motion Seconded By _____

2. **RESOLUTION ADOPTING A STANDARD WORK DAY AND REPORTING RESOLUTION FOR ELECTED AND APPOINTED OFFICIALS**
   WHEREAS, the Board of Trustees of the Village of Sag Harbor is required by the New York State Retirement System to establish a standard number of hours per workday for elected and appointed officials for the purpose of determining days worked reportable to the retirement system;

   NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Sag Harbor hereby establishes the following hours per standard workdays for elected and appointed officials and will report the following days worked to the New York State Retirement System based on the record of activities maintained and submitted by these officials to the Village Clerk:

   FURTHER RESOLVED, that a copy of this resolution and an affidavit of posting will be filed with the New York State Retirement System as required by law.

   Motion Made By _____
   Motion Seconded By _____

3. **RESOLUTION REGARDING SEQRA FOR THE PROPOSED SEWER EXTENSION ACTION TO PHASE 2A SEWER EXPANSION**
   WHEREAS, the Village of Sag Harbor is dedicated to protecting its environment and commissioned the Sewer Master Plan prepared by Cameron Engineering dated August of 2022, in order to determine how to best manage wastewater generated within its borders to protect groundwater and local surface waters; and

   WHEREAS, the Sewer Master Plan outlines the capacity of the Village's Wastewater Treatment Plant ("WWTP") which has an estimated 90,000 gallons per day (gpd) of available excess capacity to allow for an expansion of the existing Village sewer system; and

   WHEREAS, the goal is to use that capacity in the most cost-efficient manner while addressing the needs of the critical sewersheds, allowing the Village to see tangible results in water quality improvement within a short period of time (< 2 years) after connection to the existing WWTP; and

WHEREAS, The Village of Sag Harbor is proposing to expand sewers to unsewered areas in accordance with its Sewer Master Plan. Phase 2A is comprised of 137 parcels that are located within Sewersheds E, H, I and k. Those parcels are currently on septic system and deemed the most critical within their respective watersheds as they are estimated to generate 43,264 gallons of wastewater per day. By connecting those parcels to the Village's Wastewater Treatment Facility, an estimated reduction of 8,560 pounds of nitrogen per year to the local waters is anticipated. Low-pressure sewers will be used for this proposed project; and

WHEREAS, Sewer extension is listed as Type II action and a short form EAF would have suffice; however, a full environmental assessment form (EAF) was completed to ensure that all possible impacts from the proposed project were reviewed in detail. Based on this review, the Village of Sag Harbor did not identify any significant adverse impacts.

WHEREAS, the Village of Sag Harbor and the Village of Sag Harbor Engineering and Planning Consultant, IMEG, formerly Cameron Engineering reviewed the full EAF with this Board for the proposed extension of the sewer service areas as stated herein and conducted a separate SEQRA review for the adoption of the Sewer Master Plan which was previously considered and represents an Unlisted Action pursuant to SEQRA; and

WHEREAS, the Village of Sag Harbor and the Village of Sag Harbor Engineering and Planning Consultant, IMEG reviewed the Full Environmental Assessment Forms Part 1, 2 and 3, and determined that no significant potential adverse impacts have been identified for the implementation of Phase 2A of th Sewer Master Plan; and now, therefore be it

RESOLVED, that the Village Board of Trustees based upon the foregoing review hereby adopts a Negative Declaration for the proposed Phase 2A of the Sewer Master Plan.

Motion Made By _____
Motion Seconded By _____

4. **RESOLUTION FOR MAYOR GARDELLA TO SIGN THE PROPOSAL WITH IMEG TO ASSIST THE VILLAGE WITH SUBMISSION OF THE REQUIRED CATEGORICAL EXCLUSIONS (CATEX) REQUEST INFORMATION PACKAGE TO USEPA RELATING TO A CONGRESSIONALLY DIRECTED SPENDING GRANT FOR SEWERSHED K AND L**
   RESOLVED that Mayor Gardella is authorized to sign an agreement with IMEG to assist the Village with submission of the required Categorical Exclusions (CATEX) request information package to USEPA relating to a Congressionally Directed Spending Grant for Sewershed K and L; and

   BE IT FURTHER RESOLVED, the fee for this proposal is not to exceed $3,500.00.

   Motion Made By _____
   Motion Seconded By _____

5. Authorization to approve the following outdoor dining applications for the 2025 season:
   - LT Burger, located at 62 Main Street, SCTM # 903-2-2-3, requests approval for 8 proposed outdoor seats.
   - Vin Sur Vingt, located at 29 Main Street, SCTM # 903-2-3-18, requests approval for 10 proposed outdoor seats.

   Motion Made By _____
   Motion Seconded By _____

6. Robert Drake, Chief of Police, requests authorization to hire Adam Benson for the position of Traffic Control Officer at the hourly rate of $20.00, effective July 8, 2025.

Motion Made By _____
Motion Seconded By _____

7. Accept May 2025 bank reconciliations and collateral report.

   Motion Made By _____
   Motion Seconded By _____

8. Carrie Garypie, Secretary to the Sag Harbor Volunteer Ambulance, requests authorization to add Sam Harrison Cohen to the insurance rolls effective July 8, 2025, as a probationary member.

   Motion Made By _____
   Motion Seconded By _____

VIII. Action Items Special Event & Special Use Permits

1. Kathleen Colon, of L'Arche Long Island, requests authorization to have Midsummer at the Manor at 77 Bay Street (Cormaria Retreat) on July 31, 2025, from 4:30PM - 8:30PM.

   Motion Made By _____
   Motion Seconded By _____

2. Kristen Santori, of The Church, requests authorization to have The Creatives of Color Fundraiser at 48 Madison Street (The Church), on August 23, 2025, from 9AM - 5PM. Also, requesting permission to place signage on the grassy area of Long Wharf, the edge of Route 114, and beside Mashashimuet Park from August 9, 2025 to August 23, 2025.

   Motion Made By _____
   Motion Seconded By _____

3. Taylor Walsh and Tyler Whitman, 43 Garden Street, request authorization to have their wedding ceremony at 192 Main Street (The Custom House) on September 20, 2025, from 5:30PM - 6:30PM.

   Motion Made By _____
   Motion Seconded By _____

4. Rachel Dee, of Mashashimuet Park, requests permission to have a 5K on September 21, 2025, from 8:30 AM - 11:00 AM. Also, requesting to place signage on the grassy area of Long Wharf, the edge of Route 114, and beside Mashashimuet Park from September 7, 2025 - September 21, 2025.

   Motion Made By _____
   Motion Seconded By _____

IX. Approve the Payment of Bills

1. Motion to approve the payments presented in Warrant #2 in the amount of $482,927.89.

   Motion Made By _____
   Motion Seconded By _____

2. Motion to approve the payments presented in Warrant #4 in the amount of $413,204.95.

   Motion Made By _____
   Motion Seconded By _____

3. Motion to approve the payments presented in Warrant #6 in the amount of $133,873.81.

   Motion Made By _____
   Motion Seconded By _____

4. Motion to approve the payments presented in Warrant #8 in the amount of $338,323.65.

   Motion Made By _____
   Motion Seconded By _____

OUT OF ORDER

RESOLUTION REGARDING SEQRA FOR THE PROPOSED SEWER EXTENSION ACTION TO PHASE 2A SEWER EXPANSION

WHEREAS, the Village of Sag Harbor is dedicated to protecting its environment and commissioned the Sewer Master Polan prepared by Cameron Engineering dated August of 2022, in order to determine how to best manage wastewater generated within its borders to protect groundwater and local surface waters; and

WHEREAS, the Sewer Master Plan outlines the capacity of the Village's Wastewater Treatment Plant ("WWTP") which has an estimated 90,000 gallons per day (gpd) of available excess capacity to allow for an expansion of the existing Village sewer system; and

WHEREAS, the goal is to use that capacity in the most cost-efficient manner while addressing the needs of the critical sewersheds, allowing the Village to see tangible results in water quality improvement within a short period of time (< 2 years) after connection to the existing WWTP; and

WHEREAS, The Village of Sag Harbor is proposing to expand sewers to unsewered areas in accordance with its Sewer Master Plan. Phase 2A is comprised of 137 parcels that are located within Sewersheds E,H, I and K. Thise parcels are currently on septic system and deemed the most critical within their respective watersheds as they are estimated to generate 43,264 gallons of wastewater per day. By connecting those parcels to the Village's Wastewater Treatment Facility, an estimated reduction of 8,560 pounds of nitrogen per year to the local waters is anticipated. Low pressure sewers will be used for this proposed project; and

WHEREAS, Sewer extension is listed as Type II action and a short form EAF would have suffice; however, a full environmental assessment form (EAF) was completed to ensure that all possible impacts from the proposed project were reviewed in detail. Based on this review, the Village of Sag Harbor did not identify any significant adverse impacts.

WHEREAS, the Village of Sag Harbor and the Village of Sag Harbor Engineering and Planning Consultant, IMEG, formerly Cameron Engineering reviewed the full EAF with this Board for the proposed extension of the sewer service areas as stated herein and conducted a separate SEQRA review for the adoption of the Sewer Master Plan which was previously considered and represents an Unlisted Action pursuant to SEQRA; and

WHEREAS, the Village of Sag Harbor and the Village of Sag Harbor Engineering and Planning Consultant, IMEG reviewed the Full Environmental Assessment Forms Part 1, 2 and 3, and determined that no significant potential adverse impacts have been identified for the implementation of Phase 2A of the Sewer Master Plan; and now, therefore be it

RESOLVED, that the Village Board of Trustees based upon the foregoing review hereby adopts a Negative Declaration for the proposed Phase 2A of the Sewer Master Plan.

X. Public Comments

15 minute public session - input for comments and questions (limit three minutes per speaker).

XI. Motion to Adjourn

XII. Videoconferencing Details

Village Office is inviting you to a scheduled Zoom meeting.
Join Zoom Meeting
https://us02web.zoom.us/j/85607786901

Meeting ID: 856 0778 6901
Passcode: 942677

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• +1 309 205 3325 US
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