

Incorporated Village of Asharoken
Board of Trustees Meeting & Public Hearing
Tuesday, January 6, 2026, 6:30pm
Village Hall
Approximate Attendance (16)

APPROVED

Officers Present:

Greg Letica, Mayor
Pam Pierce, Deputy Mayor
Melvin Ettinger, Trustee
Ian Jablonski, Trustee

Trustee Laura Burke absent with previous notice

Officials & Appointees Present:

Michelle Glennon, Village Clerk
Bruce Migatz, Village Attorney
Raymond Mahdesian, Officer-in-Charge
Doug Adil, Building Inspector
Bill Raisch, Emergency Manager

The Pledge of Allegiance was said.
Publication of meeting was confirmed.

Trustee Ettinger made a motion to approve the Board Meeting minutes for December 2, 2025
seconded by Trustee Jablonski.

Trustee Jablonski	AYE
Trustee Ettinger	AYE
Deputy Mayor Pierce	AYE
Mayor Letica	AYE

Motioned Carried.

Mayors Report:

On December 11th, I met with three senior staff members from Governor Kathy Hochul's office to discuss New York State funding for seawall reconstruction. Previously, the New York State Department of Environmental Conservation, on behalf of the Governor, asked the Village to return to the State once design drawings and a cost estimate were complete. Both milestones were achieved in the first week of December. With these documents in hand, the Village was able to arrange the meeting with the state.

The meeting was very productive, and I was encouraged by how receptive the staff were to the Village's request. I will share updates as more information becomes available.

The Village began a Change.org petition to request the help of Governor Cathy Hochul to provide funding for the reconstruction of the Asharoken seawall. To date the response has been terrific with over 1,300 signatures. If you have not yet signed, please do so.

On December 30th, Village Treasurer Emily Hays, Clerk Michelle Glennon and myself met with two auditors from the New York State Comptroller's Office to review the draft report of their claims audit. The key take away was that the NYS Comptroller's office audited 232 vouchers

48 totaling \$877,625 and determined that all of the expenditures were found to be appropriate. The
49 draft report had eight recommendations to improve the Board's auditing of claims and oversight
50 of the disbursement process. The Village implemented these recommendations during the audit
51 process, and believes that it is now following the best practices of the NYS Comptroller's office.
52 The Village will be writing an audit response letter to the State this month and the final report
53 will be released subsequent to that.

54 National Grid completed its triennial 45,000 CYDs of sand placement on the Long Island Sound
55 beach. The project went well and was impacted by only one mild nor'easter.

56 Yesterday, National Grid informed me that the Army Corps of Engineers will conduct an
57 investigation, based on allegations, to determine whether the material placed on the beach met
58 the requirements of the existing ACOE permit. National Grid is required to respond to the Army
59 Corps within ten days with supporting data. I will share additional information as it becomes
60 available.

61 **Trustees:**

62
63 Deputy Mayor Pierce: During the month I reviewed the tax cap override law, participated in the
64 DHSES quarterly call with Mayor Letica and Clerk Glennon, completed 2 webinars for the NYS
65 certification work workplace violence and sexual harassment training. I completed 2 planning
66 surveys for our Suffolk County Hazard Mitigation Plan and the proposed local law on blighted
67 properties. I also reviewed the vouchers, checks and abstract, police reports but monthly and
68 yearly for 2025.

69
70 Trustee Ettinger: Firstly, I hope that each of you and your families had a wonderful and joyous
71 Holiday Season celebration and once again I want to wish you all a very Happy and Healthy
72 New Year...

73 Last month was yet another busy month for the police and once again, and I am happy to report
74 that we had another good month. As usual, Ray will comment further with some of the details of
75 this month's activity in his report. As you will recall, at last month's BOT I mentioned that our
76 new full-time Police Officer, Chris Amendolare, had completed all the necessary orientation and
77 field training was now performing independent tours. Well, I am very pleased to report Chris'
78 performance during his first full month of duty has been "excellent" and we all remain very
79 confident that Chris will be a great asset to the Asharoken Police Department and our Village.

80
81 I spent a great deal of time working with OIC Ray Mahdesian on developing our First Draft of
82 the Police Budget for our next fiscal year, 2026-2027. We obviously have a great deal of more
83 work to do, but we got a good head-start.

84

85 Some other matters that I was involved in during the month are as follows:

86 On December 18th I completed the Sexual Harassment and Discrimination Prevention Training
87 as well as the Workplace Violence Training, On December 21st, my wife Joan, and I attended the
88 annual Santa Visit to our Village Hall. I reviewed the Local Law #1-2026 authorizing a property
89 tax levy in excess of the limit established in General Municipal Law §3-c for fiscal year
90 commencing 6/1/2026, the Draft of the NYS Claims Audit and. Treasure's Duty Audit that was
91 received last month, the Draft of the Financial Statements Audit that was prepared by our
92 auditors, Skinnon & Faber. I reviewed some correspondences that we received from some of our

93 residents, the foils, last month's BOT Regular Meeting's Minutes and finally, this month's
94 Abstracts for the Payment Vouchers.

95
96 Trustee Jablonski: During the month I reviewed the December meeting minutes, the vouchers &
97 checks, the police reports, the draft financials and the proposed local law.

98
99 **Attorney Migatz:** Nothing to report.

100
101 Treasurer's Report: Report read by Mayor Leticia: The total vouchers for the month is \$68,511.19.
102 Included in the vouchers was a payment to GEI Consultants for \$15,200. There is a separate
103 resolution for budget transfers.

104
105 **Police Report:** Officer Mahdesian reported there were 42 summonses issued last month and no
106 arrests. Officer in Charge Mahdesian relayed a story of how a resident's dog was able to find a lost
107 cell phone on the side of the road under a pile of leaves and snow. The police were able to identify
108 the owner of the phone due to personal belongings attached.

109
110 Emergency Manager: Bill Raisch stated that although Asharoken has a comprehensive emergency
111 management plan he is working on a simpler, streamlined plan covering operations (how we
112 handle the emergency), logistics (resources needed) and finance & administration (how the village
113 documents and pays).

114
115 **Superintendent of Buildings:** Doug Adil reported the following:

116 **PLAN REVIEWS/CONSULTATIONS:**

117 Provided review comments to the proposed Blighted Property Ordinance

118 Reviewed construction drawings for a proposed 3-car garage at 561 Asharoken Av. Plans are
119 approved for a Building Permit.

120 Reviewed construction drawings for a proposed Sunroom at 204 Asharoken Av. Drawings are
121 lacking in detail and were returned to the homeowner.

122 Closed out the file for renovations at 225 Asharoken Av., having received the Final electrical
123 inspection report and evidence that two punchlist items were rectified.

124 Review construction drawings for 250 Asharoken Av. Drawings are lacking in detail and were
125 returned to the Architect.

126 **SITE INSPECTIONS:**

127 159 Asharoken Av. Footings & Foundation • Insulation inspection- PASSED. Next inspection:
128 FINAL

129 161 Asharoken Av. Small Pool Construction • Issued final inspection report • OK to
130 issue CofC

131 250 Asharoken Av. Structural improvements to existing home Stop Work Order still in effect.
132 Revised construction drawings were submitted and comments were
133 returned.

134 196 Asharoken Av. Garage reconstruction • Deficient foundation conditions were exposed
135 during excavation and must be repaired. Repair plan is being developed.

136 The sanitary waste line routing is being revised buy the Architect. A
137 revised Site Plan is in the works

138 196 Asharoken Av. Garage reconstruction • Concrete foundation work is continuing as of this
139 month.

140 86 Cove Rd. Alterations to existing • Interior finishes completed, Garage doors installed
141 Kitchen work is underway

142 106 Cove Rd. New Construction • Building permit renewed, Interior finishes are nearly
143 Completed, Kitchen construction is underway

144 3 Clamshell Footings & Foundation • Structural Framing is underway

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Public Hearing:

Local Law #1-2026 authorizing a property tax levy in excess of the limit established in General Municipal Law §3-c for fiscal year commencing 6/1/2026. Publication was read by Clerk Glennon.

Mayor Letica; discussed the proposed local law (1-2026) to allow the Board of Trustees to override the NY State 2% tax cap. This is the first step in the budget process. The proposed local law (1-2026) gives financial flexibility without the constraints of an arbitrary tax limit imposed by NY State. Passage of this law gives a safety net should unexpected expenses arise, or revenue shortfalls occur prior to finalizing the budget.

Mayor Letica opened public session:

Mayor Letica a motion to close the public hearing on Proposed Local Law #1-2026, seconded by Trustee Ettinger.

Trustee Jablonski	AYE
Trustee Ettinger	AYE
Deputy Mayor Pierce	AYE
Mayor Letica	AYE

Motioned Carried.

Resolutions:

Resolution (2026-01) Be It Resolved that the Village Board does hereby approve the vouchers for the month of December 2025 in the amount of \$68,511.19. Check #'s 12056 to 12098 (check #'s 12056 and 12060-63 were voided).

Deputy Mayor Pierce made a motion to approve, seconded by Trustee Ettinger.

Trustee Jablonski	AYE
Trustee Ettinger	AYE
Deputy Mayor Pierce	AYE
Mayor Letica	AYE

Motioned Carried

Resolution (2026-02) Be It Resolved that the Village Board does hereby approve budget transfers for December 2025.

Trustee Ettinger made a motion to approve, seconded by Trustee Jablonski.

Trustee Jablonski	AYE
Trustee Ettinger	AYE
Deputy Mayor Pierce	AYE
Mayor Letica	AYE

Motioned Carried.

Resolution (2026-03) Be It Resolved that the Village Board does hereby approve the scheduling of a public hearing on Tuesday, February 3rd, at 6:30pm on the proposed adoption of Local Law 2-2026 - blighted property.

Trustee Jablonski made a motion to approve, seconded by Mayor Letica.

Trustee Jablonski	AYE
Trustee Ettinger	AYE
Deputy Mayor Pierce	AYE
Mayor Letica	AYE

Motioned Carried

197 **Resolution (2026-04)** Be it Resolved that the Village Board does hereby approve proposed Local
198 Law #1-2026 authorizing a property tax levy in excess of the limit established in General Municipal
199 Law §3-c for the fiscal year commencing 6/1/2026.
200 Mayor Letica made a motion to approve, seconded by Trustee Jablonski.

201
202 ROLL CALL:

203 **Trustee Jablonski** **AYE**
204 **Trustee Ettinger** **AYE**
205 **Deputy Mayor Pierce** **AYE**
206 **Mayor Letica** **AYE**

207
208 **Resolution (2026-05)** Be it Resolved that the Village Board, does hereby approve in accordance
209 with the provisions of the Election Law of the State of New York, the 2026 Annual Village Election in
210 the Village of Asharoken shall be held on Tuesday, June 16th, 2026, and be it further resolved that
211 the offices to be filled at said election and the terms thereof are as follows:

212 Mayor, two (2) years
213 Trustee, two (2) years
214 Trustee, two (2) years
215 Village Justice, four (4) years

216
217 Be it resolved that the polling place will be held at the Village Hall, 1 Asharoken Avenue, Northport,
218 NY 11768 during the hours of 12 noon to 9:00 pm, subject to change.

219
220 Deputy Mayor Pierce made a motion to approve, seconded by Trustee Jablonski.

221 Trustee Jablonski **AYE**
222 Trustee Ettinger **AYE**
223 Deputy Mayor Pierce **AYE**
224 Mayor Letica **AYE**
225 Motioned Carried

226
227 **Resolution (2026-06)** Be It Resolved that the Village Board does hereby accept the draft audited
228 financial statements for 5/31/2025, prepared by Skinnon and Faber Certified Public Accountants,
229 the financial statements will be filed with the Village Clerk, published and available for inspection.

230
231 Mayor Letica made a motion to approve, seconded by Trustee Ettinger.

232 Trustee Jablonski **AYE**
233 Trustee Ettinger **AYE**
234 Deputy Mayor Pierce **AYE**
235 Mayor Letica **AYE**
236 Motioned Carried.

237
238 **Resolution (2026-07)** Be It Resolved that the Village Board does hereby grant the Mayor,
239 Treasurer and Village Clerk the authority to sign village disbursement checks, continuing Village
240 Policy that two signatures are required for every check.

241
242 Deputy Mayor Pierce made a motion to approve seconded by Mayor Letica.

243 Trustee Jablonski **AYE**
244 Trustee Ettinger **AYE**
245 Deputy Mayor Pierce **AYE**
246 Mayor Letica **AYE**
247 Motioned Carried.

248

249 **Resolution (2026-08)** Be It Resolved that the Village Board does hereby modify the village's
 250 investment policy to include the following banks for the deposit of village money, and the maximum
 251 amount which may be kept on deposit at any time:

252	a. Connect One Bank (Formally First National Bank of Long Island)	\$3,500,000
253	b. M&T Bank	\$500,000
254	c. TD Bank	\$500,000
255	d. Bank of America	\$500,000

256
 257 Deputy Mayor Pierce made a motion to approve seconded by Mayor Letica.
 258 Trustee Jablonski AYE
 259 Trustee Ettinger AYE
 260 Deputy Mayor Pierce AYE
 261 Mayor Letica AYE
 262 Motioned Carried.

263
 264 **Resolution (2026-09)** Be It Resolved that the Village Board does hereby authorize a payment to
 265 Officer Josephson of \$30,000 for the retirement incentive as per the Memorandum of
 266 Understanding dated 7/3/2024. This is the second of five payments to be made in the first week of
 267 January of each year through January 2029.

268
 269 Trustee Ettinger made a motion to approve seconded by Trustee Jablonski
 270 Trustee Jablonski AYE
 271 Trustee Ettinger AYE
 272 Deputy Mayor Pierce AYE
 273 Mayor Letica AYE
 274 Motioned Carried.

275
 276 **Resolution (2026-10)** Be It Resolved that the Village Board does hereby authorize the second of
 277 two payments of \$89,012.30 to Officer Josephson to compensate for unused sick days as per the
 278 police contract effective 6/1/2021, to be paid from the Unpaid Benefits reserve account.

279
 280 Trustee Ettinger made a motion to approve seconded by Trustee Jablonski
 281 Trustee Jablonski AYE
 282 Trustee Ettinger AYE
 283 Deputy Mayor Pierce AYE
 284 Mayor Letica AYE
 285 Motioned Carried.

286
 287 **Resolution (2026-11)** Be It Resolved that the Village Board does hereby authorize the budget
 288 transfer of \$89,012.30 from the Unpaid Benefits Reserve Account to the Money Market Account for
 289 the payment to Officer Josephson.

290 Deputy Mayor Pierce made a motion to approve seconded by Trustee Ettinger
 291 Trustee Jablonski AYE
 292 Trustee Ettinger AYE
 293 Deputy Mayor Pierce AYE
 294 Mayor Letica AYE
 295 Motioned Carried.

296
 297 **Resolution (2026-12)** Be It Resolved that the Village Board does hereby approve the budget
 298 adjustment to increase the Start Income Account (A1000.000) by \$\$89,012.30 and increase Police
 299 Personnel Service Account (A3120.100) by \$89,012.30 for the payment to Officer Josephson.

300 Mayor Letica made a motion to approve seconded by Trustee Ettinger
 301 Trustee Jablonski AYE

302 Trustee Ettinger AYE
303 Deputy Mayor Pierce AYE
304 Mayor Letica AYE
305 Motioned Carried.

306
307 **Resolution (2026-13)** Be It Resolved that the Village Board does hereby authorize the Village
308 Treasurer to transfer \$2,700 from the Infrastructure Reserve Account to the Money Market
309 Account for the Village's 10% local share of the third Request for Reimbursement from the
310 Department of Homeland Security and Emergency Services, Hazard Mitigation Grant.
311 Mayor Letica made a motion to approve seconded by Trustee Jablonski

312 Trustee Jablonski AYE
313 Trustee Ettinger AYE
314 Deputy Mayor Pierce AYE
315 Mayor Letica AYE
316 Motioned Carried.

317
318 **Resolution (2026-14)** Be It Resolved that the Village Board does hereby approve the budget
319 adjustment to increase the Start Income Account (A1000.000) by \$2,700.00 and increase account
320 Seawall/Shoreline Engineering Expenditure Account (1490.200) by \$2,700.00 for the village's 10%
321 local share of the third RFR from DHSES.

322 Mayor Letica made a motion to approve seconded by Trustee Ettinger
323 Trustee Jablonski AYE
324 Trustee Ettinger AYE
325 Deputy Mayor Pierce AYE
326 Mayor Letica AYE
327 Motioned Carried.

328
329 **Resolution (2026-15)** Be It Resolved that the Village Board does hereby authorize the Village
330 Treasurer to transfer \$10,000 from the Feasibility Reserve Account to the Money Market Account
331 for the December 2025 and January 2026 monthly payments to Empire Government Strategies.

332 Deputy Mayor Pierce made a motion to approve seconded by Trustee Jablonski
333 Trustee Jablonski AYE
334 Trustee Ettinger AYE
335 Deputy Mayor Pierce AYE
336 Mayor Letica AYE
337 Motioned Carried.

338
339 **Resolution (2026-16)** Be It Resolved that the Village Board does hereby approve the budget
340 adjustment to increase the Start Income Account by \$10,000 and increase account
341 Seawall/Shoreline Engineering Expenditure Account (A1490.200) by \$10,000 for the payments to
342 Empire Government Strategies.

343 Mayor Letica made a motion to approve seconded by Trustee Ettinger
344 Trustee Jablonski AYE
345 Trustee Ettinger AYE
346 Deputy Mayor Pierce AYE
347 Mayor Letica AYE
348 Motioned Carried.

349
350 **Resolution (2026-17)** Be It Resolved that the Village Board does hereby authorize the Mayor to
351 sign the new 4 year police contract covering the period from June 1, 2025 through May 31, 2029.
352 Deputy Mayor Pierce made a motion to approve seconded by Trustee Ettinger

353 Trustee Jablonski AYE
354 Trustee Ettinger AYE

355 Deputy Mayor Pierce AYE
356 Mayor Letica AYE
357 Motioned Carried.

358
359 **Resolution (2026-18)** Be It Resolved that the Village Board does hereby authorize the Mayor to
360 sign the Memorandum of Agreement with the Asharoken Police Benevolent Association regarding
361 the vacation days for Officer O'Connor for the period of June 1, 2025 through May 31, 2029, pending
362 Asharoken PBA approval.

363 Trustee Ettinger made a motion to approve seconded by Trustee Jablonski

364 Trustee Jablonski AYE

365 Trustee Ettinger AYE

366 Deputy Mayor Pierce AYE

367 Mayor Letica AYE

368 Motioned Carried.

369
370 **Resolution (2026-19)** Be It Resolved that the Village Board does hereby approve the hiring of
371 Deborah Anderson as an Assistant to the Village Clerk on a part time basis at a rate of \$30/hour, not
372 to exceed \$12,000 for the balance of the fiscal year.

373 Deputy Mayor Pierce made a motion to approve seconded by Trustee Ettinger

374 Trustee Jablonski AYE

375 Trustee Ettinger AYE

376 Deputy Mayor Pierce AYE

377 Mayor Letica AYE

378 Motioned Carried.

379
380 **Resolution (2026-20)** Be It Resolved that the Village Board does hereby approve the firearms
381 permit for Geordie Lambros residing at 18 N Harbor Rd, Northport for beach lot tax map #0401-
382 006-01-012.000.

383 Mayor Letica made a motion to approve seconded by Trustee Ettinger

384

385 Trustee Jablonski AYE

386 Trustee Ettinger AYE

387 Deputy Mayor Pierce AYE

388 Mayor Letica AYE

389 Motioned Carried.

390
391 **Resolution (2026-21)** Be It Resolved that the Village Board does hereby approve the firearms
392 permit for Robert Hoey residing at 497 Asharoken Ave, Northport.

393 Mayor Letica made a motion to approve seconded by Trustee Ettinger

394 Trustee Jablonski AYE

395 Trustee Ettinger AYE

396 Deputy Mayor Pierce AYE

397 Mayor Letica AYE

398 Motioned Carried.

399

400 Public Session: Mayor Letica opened public session:

401 An attendee asked questions regarding the firearms permits.

402

403 Mayor Letica made a motion to exit public session, seconded by Trustee Ettinger.

404 Trustee Jablonski AYE

405 Trustee Ettinger AYE
406 Deputy Mayor Pierce AYE
407 Mayor Letica AYE
408 Motioned Carried.

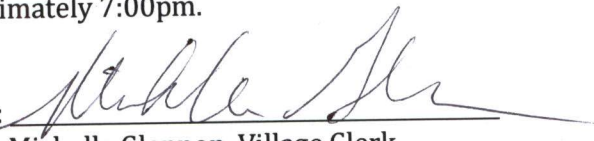
409
410 Mayor Letica made a motion to adjourn the meeting, seconded by Trustee Ettinger.

411 Trustee Jablonski AYE
412 Trustee Ettinger AYE
413 Deputy Mayor Pierce AYE
414 Mayor Letica AYE
415 Motioned Carried.

416
417 The January 6th, 2026 Regular board meeting of the Board of Trustees was adjourned at
418 approximately 7:00pm.

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421
422

Signed:


Michelle Glennon, Village Clerk