

Minutes of the Board of Directors  
Of The  
Patchogue Business Improvement District  
April 08<sup>th</sup>, 2014

PRESENT: John J. Roe, President; Anne Marie Monte, Treasurer; Janice M. Taraskas, Secretary (by proxy); Lorice Belmonte; Thomas Biedermann, (by proxy); Richard Braile; Trustee Thomas Ferb; Joel Furman; Brian Kearns, (by proxy); Karen King; James McPeak, (by proxy); Harold Trabold; David Vigliotta; Dennis A. Smith, Executive Director;

ABSENT: Michael Kelly; Abie Siegel;

Guests: Beth Fiteni, NYSERDA; Krystle DiNicola, KLD Photography; Marian DiNicola, KLD Photography; Mario Vigliotta, Mastic Beach Chamber of Commerce;

President Roe called the meeting to order at 4:05 pm.

The minutes were reviewed with two discrepancies being noted. Topic 4a, voucher report, should read income of \$450 was received as the result of web site ad space being sold for \$250 and a fee charged to file the NYMSG declaration with Suffolk County from 200 East Main Street. Not as a reimbursement from the NYMS Grant Program.

In paragraph 8a Caldwell should read Coldwell.

Noting these changes to the March minutes and on motion from Trustee Tom Ferb, being seconded by Lori Belmonte, the motion to approve the minutes unanimously carried.

Treasurer Anne Marie Monte reviewed the financial statement and detail sheet from February. On motion by David Vigliotta, being seconded by Harold Trabold, the financials were unanimously approved.

Dennis Smith reviewed the voucher statement for March noting expense items totaling \$14,105.44 and three income items totaling \$550 received from one web

site ad and two Main Street Grant declaration filing fees. On motion by Karen King, being seconded by Harold Trabold, accepting the voucher report as presented was unanimously approved.

A presentation was given by Beth Feteni from NYSERDA regarding possible utility cost savings available for small businesses. Free energy assessment audits can be performed with rebates and low cost funding possibly being available for participating businesses after the assessment. NYSERDA participation loans might be available for up to \$50,000 at 0% for businesses upgrading for greater energy efficiency. Repayment of loans can also be done as “bill recovery” which would add a loan payback charge to your monthly utility bill. This form of repayment would incur a 2&1/2% finance charge. Many successful projects are now underway throughout the state.

Ms. Feteni also noted that a onetime \$2,500 rebate would be given to municipalities adopting a unified solar code. This is available through September. Additional information will be furnished the BID and posted on the BID web site.

Lori Belmonte, Chairperson of the Chamber’s Promotions Committee, gave the Chamber of Commerce report. The St. Patrick’s Day Parade went well this past Sunday and was well attended. Upcoming Chamber events include;

Brookhaven Coalition of Chambers on April 9<sup>th</sup>, at Windows on the Lake

Patchogue Chamber President Jacqueline Hensley is to be honored.

The 40<sup>th</sup> annual Beautification luncheon & dinner is on April 23<sup>rd</sup>.

Please call the Chamber Office for reservations and tickets.

The Business Promotions Committee has a Jelly Bean Counting Contest underway

Alive After Five is going in a new direction. It will still be on Thursday evenings. However, there will be more of an emphasis on the Arts being incorporated with the existing fare and music venues. Interactive projects with the public are also being considered. James Skidmore of the Restaurant Committee and Brick House Brewery has become very involved in planning AAF with many new energetic ideas. There’s even talk of having a “blacksmithing” exhibition at this year’s event.

Trustee Ferb started his report with the previous night’s reorganization and budget approval meeting. Trustee Sal Felice will oversee building and housing and

be liaison to the Fire department. Trustee Ferb, in addition to his current duties, will become liaison to the Chamber of Commerce.

The Village budget for the 2014/2015 fiscal year was at a \$600,000 deficit, money that had to be taken from the surplus to close the gap and balance the budget. BID revenue was down, the sewer district revenue was up and general fund revenue was flat. The board agreed to pierce the 2% state imposed spending cap as a safe guard, even though controllable expenditures projected for next fiscal year were kept basically flat. The biggest increase in the budget for next year occurred in employee pension and benefit expense even though this year employees started paying into their benefit package. Of course, this expense is mandated by the state and cannot be controlled locally by the village.

Parking meter revenue is averaging \$3,000 per week with some additional income being realized through enforcement. The village is proceeding slowly with additional meter roll out, although some meters are planned for prime parking spaces in certain lots this spring. The cost of having the meters is estimated to be \$78,000 per year. All income from parking will be held separately and used only to enhance parking going forward which could include buying properties for additional parking and eventually building a parking deck estimated to cost between 6.5 and 7 million dollars. Meter and other parking revenue would be used to pay down the bond or other funding that would be needed to borrow for this undertaking.

It was noted that exit signs were still needed in the Church Street parking lot, something that Trustee Ferb said would be installed when the lot is repaved later in the spring.

Dennis Smith spoke of the BID web site noting the good job that Krystle DiNicola was doing in keeping the site looking good and current. Hits on the site have fallen off a little throughout the Holiday season and winter months, averaging between 300 and 400 visits per month. Krystle feels this is normal and will pick up as we go through spring and into the summer months.

Three ads have been sold and up loaded to the site with three more box ads still available and in the process of being marketed.

The NYS Main Street Grant program has picked up dramatically with a lot of activity currently taking place. With good weather finally arriving, façade work has resumed at 66-74 East Main, Rose Jewelers & Weiner Shoes. The new block wall is being stucco-ed over, with brick face scheduled to go over that. Hopefully the outside will be completed within the next month and we can then start to take a look at the vacant upstairs office space which originally before the exterior wall problems was scheduled for rehabilitation.

The project at 2 East Main Street, an interior renovation, has been completed, looks great and the paperwork has been processed and sent to Albany for reimbursement. We have also finally received a fully executed lien declaration from 85 East Main Street, Goldberg's Bagels, which was forwarded to Albany to release those funds. This would have two projects completed, with nine more projects at this time, all in various stages working through the process.

Existing project recap;

200 East Main Street (Medi-Health Clinic) – complete interior renovation, should be completed within the week.

178 East Main Street (Mayer, Ross & Hagan) – complete exterior renovation and rehab, this project is set up with Albany and is cleared to start ASAP.

26 East Main Street (Blum's) – we're going to work with Mark and Abie to partner with the exterior portion of this project which will include new front windows and work to the front and rear entranceway. We are not going to partner with any interior work.

46 East Main Street (Yesteryears) – this project, an exterior rehab on three facades, is set up with Albany and cleared to start. It is being held up as there will be a tenant change at this location and as a result there might be some modification to the original plan, i.e. windows, entranceway, etc., depending on the new tenant. Work has to start by mid-June and be completed by August 31, 2014.

208-214 East Main Street (Finest Fitness) – this project has been approved by the Grants Approval Committee, has not been set up with Albany, as the original plan is being reviewed with a possible change in scope from the original plan being considered.

10 South Ocean Avenue (Furman Building) – this project, which includes an addition to the top of the second story windows, has been approved by the Grants Approval Committee but has not been set up with Albany. Mr. Furman is

considering who to use and how to proceed now that the weather is more cooperative for this type of project.

Streetscape Project (East Main Street) – this project is being planned in conjunction with the Village and CDA Department’s replacement of the sidewalk on the south side of East Main Street, from 178, the law office, to 212, Finest Fitness. The beautification project will consist of two planting areas, one being 6 feet by 12 feet and the second one being 6 feet by 10 feet in size. Each will have a tree planted in the middle surrounded by shrubbery and each will have an 18” high wrought iron fence around the area. The iron fence will have a scalloped top to discourage skate boarders. Iron benches (4 in total) will be at the end of each planting area and some new trash receptacles will also be included.

The application for 124- 128 East Main Street is working its way through the process with an architect and possible contractors for a front façade renovation including new awnings and new signs.

An inquiry for an application has been made by an eyeglass business for the vacant storefront at 20 East Main Street.

The East Main Street sidewalk project, funded by the Village CDA, will not start on April 21<sup>st</sup> as previously thought, with the start date being pushed back to mid to late May. This had to be done in order to secure the escrow fund monies from the building owners in this area for their portion of the sidewalk replacement expense. The previously mentioned streetscape project will be installed on the large expanse of sidewalk in front of Burlington and the Gordon Lenz building (180 East Main Street) after the sidewalks are completed.

Mr. Smith has a meeting scheduled with Seth Barcus of World Wide Security Group Garden City tomorrow April 9<sup>th</sup> to discuss and get additional quotes for security cameras that the BID proposes to install in the three identified areas.

There is nothing new to report regarding the “Branding” initiative or the “ICSC Trade Show” initiative at this time.

Mr. Smith is going to ask the Village Board to allow him to give his Annual Report at the first June meeting, which is the 9<sup>th</sup>. The BID Annual Meeting will be

scheduled for Tuesday June 17, 2014 at 4:00 pm to be held in the Court Room / Village Board meeting room at the Baker Street office. The annual mailing will be distributed approximately thirty (30) days before this date.

It was noted by President Roe that a parking lot pamphlet explaining the numbered lots and how the meters work has to be developed. This could be distributed not only at Village Hall, but at retail outlets, the Theatre and in traffic court. It could also be conformed to become part of our web site.

Rick Braile reported that in his Quad he was successful in having the County run irrigation from the Spur under the roadway to the traffic circle. David Vigliotta reported that Paradise Irrigation had been notified to spec out the site and give us a price to install the irrigation.

Mr. Vigliotta went on to report that he had endeavored to call local landscapers in an effort to secure a company for this year's garden maintenance. Five companies responded with Keith's Landscaping having the best price, good references and met with David and Dennis before any contract was awarded, to better understand exactly what was expected. Keith's price for the six month term is \$13,500 to be paid in six installments of \$2,250 each. The BID Board unanimously decided to use Keith's Landscaping services for the 2014 year. Mr. Smith will draw up an agreement and meet with Keith to discuss the work, the invoicing process and to sign the agreement. It was noted that last year's cost for this service was \$8,510, but the service was poor and proper maintenance was problematic the entire year.

The watering truck for garden and hanging basket watering for the upcoming season was discussed. It is being looked at today by DPW mechanics to determine any repairs and maintenance that might be needed. There is only one of the three watering personnel from 2013 that is willing to pull two watering shifts. Scott Welsh is willing to water every Tuesday and Thursday morning. That leaves the rest of Monday through Saturday, four days that still have to be assigned.

Mr. Vigliotta will check his contacts and resources to try and find a solution, possibly someone from Fantastic Gardens, supplier of the hanging baskets, or perhaps one of the landscaping companies might know of someone. In order to qualify to drive the watering truck, you would need a CDL driver's license, preferably clean, and a tank endorsement on the CDL license. It was suggested

that perhaps we should check what other municipalities are doing to water their assets.

Tree pruning by Peter Quatralo's company under the direction of Ivan Frank took place in late March on Main Street and in the Terry Street parking field.

General comments and Old Business;

Trustee Ferb stated that there are five (5) benches at DPW waiting to be deployed to designated areas in the downtown business district as soon as DPW comes up with the time to place them. In addition, Trustee Ferb is working with Spirit Iron Works for an archway on East Main Street at the front of the Roe Walkway. It is to have a measuring theme, depicting all of the years that Justus Roe had his tape measure manufacturing plant on this site.

Trustee Ferb further noted that it is anticipated that the BID would receive around \$14,500 back into its operating budget when the Four Corners redevelopment project is completed, probably still two years away for the additional money to materialize for the BID budget.

Lori Belmonte reported that the Chamber Promotional Committee has already ordered the train ride for Family Fun Night and that Oldies night will be on August 8<sup>th</sup>. The Pet Parade in support of the SCCADV will take place on Saturday May 3<sup>rd</sup>.

The Lion's Club will have its traditional Parade on July 4<sup>th</sup>, hoping to make this year's bigger and better. Thought is being given to a "Wit and Wisdom" type newspaper insert in order to raise revenue to fund the parade.

It was noted that at the May meeting the complete slate of Board Members running for election at the Annual Meeting has to be decided so that all names can properly be included in the Annual Meeting mailing that will go out on or around May 17<sup>th</sup>. The meeting was adjourned at 5:36 pm on motion from Lori Belmonte, seconded by David Vigliotta and unanimously passed by the Board.

Respectfully submitted,

Dennis A. Smith  
Executive Director, BID