

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
Wednesday, January 18, 2017 7 PM**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, January 18, 2017 at 7 PM at the Village Hall located at 500 North Country Rd., St. James, NY 11780. Those present were the following members Mayor Douglas A. Dahlgard, Trustees Daniel W. White, L. Gordon Van Vechten, and Jeffrey D. Fischer. Not in attendance this evening Trustee Judith C. Ogden. Also in attendance Village Clerk Margaret O'Keefe, Village Attorney Anthony B. Tohill and Village Treasurer Patricia Mulderig.

1. Mayor – Douglas A. Dahlgard:

- **Minutes of December 21, 2016, 7 PM** Trustees meeting were presented. It was, upon motion by Trustee White, second by Trustee Van Vechten, and unanimously adopted:
RESOLUTION #144-16
RESOLVED, to adopt the minutes of the above referenced meeting as presented.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten unanimously and adopted:
RESOLUTION #145-16
RESOLVED, in his official capacity Mayor Dahlgard is hereby authorized to execute the engagement letter with Cullen & Danowski, LLP to audit the financial statements for year-end February 2017; contract amount is \$10,500.00.
- It was, upon motion by Trustee White, second by Trustee Fischer unanimously and adopted:
RESOLUTION #146-16
BE IT RESOLVED, that the Board of Trustees of the Village of Head of the Harbor does hereby accept a donation in the amount of \$1,500.00 from residents Robert and Diana Mercer,
BE IT FURTHER RESOLVED that the Board of Trustees of Head of the Harbor appreciates and wishes to thank the Mercer family for this kind and generous donation to the village.
- It was, upon motion by Trustee Van Vechten, second by Trustee White unanimously and adopted:
RESOLUTION #147-16
WHEREAS, the village wishes to participate in the Urban Forestry Grant program, and,
WHEREAS, Trustee/Highway Commissioner Judith C. Ogden would like to submit a grant application to the NYS Urban Forestry Council's Community Grants Program requesting up to \$50,000 in funding for a Tree Inventory, a non-matching grant opportunity,
NOW THEREFORE BE IT RESOLVED, to authorize Trustee Ogden to submit said application by March 1, 2017.

2. Highway Department –Mayor Dahlgard:

- It was, upon motion by Trustee Van Vechten, second by Trustee White unanimously and adopted:
RESOLUTION #148-16
WHEREAS, it is in the best interest of the village to residents to maintain an on call labor force for inclement weather,
BE IT RESOLVED, to remove from the call list Andrew Rushton, effective January 6, 2017, and
BE IT FURTHER RESOLVED, to hire John Lohmann, a substitute automotive equipment operator, an on-call, non-exempt position, compensation to be \$30/hr., effective January 6, 2017.

- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten unanimously and adopted:
RESOLUTION #149-16
WHEREAS, The Board of Trustees acknowledges that an equitable pay structure with competitive salaries is essential in attracting and retaining a skilled and motivated work force, and **WHEREAS**, it is in the best interest of the citizens and residents of the village of Head of the Harbor to retain highly motivated and qualified employees thereby increasing the level of service to said residents; and
WHEREAS, highway employee, Jovon Le Sassier, has successfully been awarded a New York State Department of Motor Vehicles class B Commercial Driver's License,
NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees hereby authorize a salary increase for Jovon LeSassier to \$20/hr. effective Monday January 9, 2017.
- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer unanimously and adopted:
RESOLUTION #150-16
WHEREAS, the Board of Trustees wishes to acknowledge and thank Michael Sweeney for his years of dedicated service to the residents of Head of the Harbor, and
WHEREAS, Mr. Sweeney has submitted his resignation for retirement purposes,
BE IT RESOLVED, to accept the resignation of Michael Sweeney effective January 10, 2017.

3. Financials – Patricia Mulderig, Treasurer:

- Report submitted to the Board.
- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer and unanimously adopted:
RESOLUTION #151-16
RESOLVED to adopt Abstracts #126941 through and including #126946, with vouchers #20160680 and 20160676 being held until approved for completion by Trustee Ogden, in the total amount of \$55,686.95 to be paid from the General Fund.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted:
RESOLUTION #152-16
In accordance with Resolution #116-16, the release of Trustee & Agency funds to Dr. Lehner in the amount of \$1,964.63,
BE IT RESOLVED, to authorize the release of funds in the amount of \$1964.95, the increase due to interest earned.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted:
RESOLUTION #153-16
RESOLVED, the amount of \$183,512.49 with a net change of zero, as noted below:

		BUDGET F/Y/E	BUDGET ADJUSTMENT	MODIFIED BUDGET
		2/28/2017	2/28/2017	2/28/2017
A1560	BUILDING PERMITS	(72,436.72)	(375.00)	(72,811.72)
A2770	MISCELLANEOUS REVENUE	(10,000.00)	(1,500.00)	(11,500.00)
A1410.23	CLERK - ADVERTISING	1,500.00	250.00	1,750.00
A2401	INTEREST & EARNINGS	(1,000.00)	(251.88)	(1,251.88)
A3120.21	POLICE EQUIPMENT, RADIOS ETC.	8,000.00	5,600.00	13,600.00
A5110.1	STREET MAINT - PERSONAL SERVICE	184,223.28	(5,007.77)	179,215.51
A5110.12	STREET MAINT - PERS. SVC AGREEMENT	8,727.94	5,007.77	13,735.71
A5110.221	STREET MAINT - NORM MAT & MAINTENANCE	20,000.00	2,500.00	22,500.00
A5182.4	STREET HYDRANTS	8,010.00	200.00	8,210.00
A8010.1	ZONING BOARD PERSONAL SVC	491.63	4,662.01	5,153.64
A8010.10	ZONING BOARD PERSONAL SVC	4,662.01	(4,662.01)	0.00
A9020.8	PAYCHEX PAYROLL SERVICE	3,000.00	500.00	3,500.00
A1990	CONTINGENCY	28,334.35	(6,923.12)	21,411.23
		0.00	0.00	0.00
		<u>183,512.49</u>	<u>0.00</u>	<u>183,512.49</u>

- It was, upon motion by Trustee White, second by Trustee Fischer and unanimously adopted:
RESOLUTION #155-16
RESOLVED, in accordance with Trustees resolution #112-15, the village treasurer is authorized and directed to make payment of \$60,000 plus interest of \$924.00,
BE IT FURTHER RESOLVED, to authorize and direct the village treasurer to issue a Bond Anticipation Note in the amount of \$48,000.00.

4. Police Department – Chief Martin J. Thompson:

- No crimes reported.
- It was, upon motion by Trustee White, second by Trustee Fischer and unanimously adopted, to move to executive session to discuss litigation and personnel. No action taken. It was, upon motion by Trustee White, second by Trustee Van Vechten, and unanimously adopted, to move to public session.

There being no other matters to be brought before the Board; it was, upon motion by Mayor Dahlgard, second by Trustee Fischer and unanimously adopted, to adjourn the meeting at 8:50 PM.

Respectfully Submitted,

Margaret O'Keefe
Village Clerk