MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES WEDNESDAY, JANUARY 19, 2022

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, January 19, 2022 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, Deputy Mayor Daniel W. White, Trustees L. Gordon Van Vechten, Judith C. Ogden and Trustee Jeffrey D. Fischer (Late 7:15 PM). Also in attendance Village Administrator/Clerk, Margaret O'Keefe; Building Inspector, Robert O'Shea; Police Chief, Charles M. Lohmann; Co-Counsel, Philip Butler and Village Treasurer, Patricia Mulderig.

Pledge of Allegiance

1. Mayor – Douglas A. Dahlgard:

• It was, upon motion by Deputy Mayor White, second by Trustee Van Vechten, and unanimously adopted: **RESOLUTION #149-21**

RESOLVED, extending the residency requirement to include the County of Suffolk, the following individuals are appointed to serve as election inspectors for the March 15, 2022 General Election, namely Margaret Shutka, Dennis Daly, Janet Hayden, and Lisa Blake Davidson. The Chief Election Officer is Margaret O'Keefe. Shifts shall be from 11:30 AM until 9:30 PM, compensation to be \$18.00 per hour. Oaths of Office are to be filed with the village clerk; W-9 forms are to be filed with the village treasurer.

• It was, upon motion by Deputy Mayor White, second by Trustee Ogden, and unanimously adopted: **RESOLUTION** #150-21

Minutes of December 15, 2021 7 PM meeting of the Board of Trustees were presented. **RESOLVED**, to adopt the minutes of the above meeting as presented.

• It was, upon motion by Deputy Mayor White, second by Trustee Van Vechten, and unanimously adopted: **RESOLUTION** #151-21

RESOLVED, to update NYSHIP DAO designation from (former)Mayor Natale Tartamella to Administrative Assistant, Cynthia Ruehle.

• Trustee Fischer arrived.

2. Financials – Patricia Mulderig, Treasurer:

• It was, upon motion by Trustee Van Vechten, second by Trustee Fischer, and unanimously adopted: **RESOLUTION** #152-21

RESOLVED, to adopt Abstracts #127585 through and including #127597 in the total amount of \$62,967.66 be paid from the General Fund.

• It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted: **RESOLUTION #153-21**

RESOLVED, to adopt Abstract TA #195 in the total amount of \$742.50 to be paid from the Trust & Agency Fund.

• It was, upon motion by Trustee Van Vechten, second by Trustee Fischer, and unanimously adopted: **RESOLUTION** #154-21

Adjustments to tax assessments received from the Town of Smithtown subsequent to the acceptance of the tax rolls.

RESOLVED, to authorize and direct the village treasurer to refund the taxes for SCTM# 2.-2.-8.21 in the amount of \$238.23; said amount is adjusted from the prior month as confirmed by the Town of Smithtown Assessor.

• It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted: **RESOLUTION #155-21**

RESOLVED, the village treasurer is authorized and directed to make modifications to the 2021/2022 budget in the amount totaling \$670,780.31 for a net change of zero, as noted:

		BUDGET		MODIFIED
		F/Y/E	BUDGET	BUDGET
		2/28/2022	ADJUSTMENT	2/28/2022
A1560	BUILDING PERMITS	(62,500.00)	(6,800.00)	(69,300.00)
A2110	PLANNING BOARD FEES	(3,700.00)	(2,200.00)	(5,900.00)
A3005	MORTGAGE TAX	(50,000.00)	(30,000.00)	(80,000.00)
A3501	CONSOLIDATED HIGHWAY AID	(320,125.74)	74,302.42	(245,823.32)
A1410.1	CLERK PERSONAL SERVICE	(84,254.71)	(112.74)	(84,367.45)
A1410.11	CLERK PERSONAL SVC COVID 19	0.00	112.74	112.74
A1930.4	JUDGEMENTS & CLAIMS	13,000.00	1,300.00	14,300.00
A3120.1	POLICE PERSONAL SVC	477,823.85	(888,00)	476,935.85
A3120.12	POLICE PERSONAL SVC COVID 19	0.00	888.00	888.00
A3120.2	POLICE VEHICLES	67,301.00	(25,000.00)	42,301.00
A3620.1	BUILDING INSPECTOR PERS SVC	38,633.46	(743.00)	37,890.46
A3620.12	BUILDING INSPECTOR PERS SVC COVID 19	0.00	743.00	743.00
A5110.1	STREET MAINT PERSONAL SVC	169,936.00	(3,342.00)	166,594,00
A5110.4	STREET MAINT - PERS SVC COVID 19	0.00	3,342.00	3,342.00
A5110.21	STREET MAINTENANCE - TRUCK REPAIRS	14,000.00	1,000.00	15,000,00
A5110.224	STREET MAINT ROAD REPAIR	8,000.00	(1,100.00)	6,900.00
A5110.225	STREET MAINT - EQUIPMENT < \$1000.00	900,00	1,100.00	2,000.00
A5110.25	DRAINAGE TRUCKING & DISPOSAL	12,000.00	3,500.00	15,500.00
A5110.27	STREET MAINT - TREE REMOVAL OUTSIDE C	4,500.00	(4,500.00)	0.00
A5112.2	PERMANENT ROAD IMPROVEMENTS	385,266.45	7,860.00	393,126.45
A8000	APPROPRIATED FUND BALANCE	0.00	(19,462.42)	(19,462.42)
A1990.0	CONTINGENT ACCOUNT	0.00	0.00	0.00
		0.00	0.00	0.00
		0.00	0.00	0.00
		0.00	0.00	0.00
		670,780.31	0.00	670,780.31

• It was, upon motion by Trustee Van Vechten, second by Trustee Fischer, and unanimously adopted: **RESOLUTION** #156-21

RESOVLED, to authorize and direct the village treasurer to pay Axon Enterprise the amount due, not to exceed \$5,000.00, upon recipet of police equipment and itemized invoice for products authroized by Chief Lohmann.

 Presentation was made by Mary Ellen McCrossen, Community Relations Director, St. Catherine of Siena Hospital.

3. Highway Department – Judith C. Ogden, Highway Commissioner:

- Discussion regarding paving 2022. No action taken.
- Winter activities on going. No action taken.

4. Building Inspector – Bob O'Shea:

- Architectural Review Board & Planning Board did not meet in January.
- Several pending applications require further documents.

5. Police Department - Chief Charles M. Lohmann:

• It was, upon motion by Deputy Mayor White, second by Trustee Van Vechten, and unanimously adopted: **RESOLUTION** #157-21

WHEREAS, the Board of Trustees finds that the police department's 2015 Ford Explorer, VIN#1FM5K8AR1FGA35475, to be a surplus vehicle and should be placed for sale, and

WHEREAS, the Police Chief has confirmed that said vehicle is surplus,

BE IT RESOLVED, the Board of Trustees does hereby authorize Charles Lohmann, Police Chief and Margaret O'Keefe, Village Administrator/Clerk to list said item for sale with Auctions International upon the removal of police equipment.

• It was, upon motion by Deputy Mayor White, second by Trustee Van Vechten and unanimously adopted, at 8:12 PM to enter into Executive Session to discuss personnel, pending and future litigation. No action taken. It was, upon motion by Deputy Mayor White, second by Trustee Fischer and unanimously adopted, to move back to public session at 9:54 PM.

There being no other matters to be brought before the Board; it was, upon motion by Deputy Mayor White, second by Trustee Van Vechten and unanimously adopted, to adjourn the meeting at 9:54 PM.

Respectfully Submitted,

Margaret O'Keefe Village Administrator/Clerk