

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
WEDNESDAY, JANUARY 20, 2021**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, January 20, 2020 at 7 PM via Zoom. 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. Also, in attendance Village Administrator/Clerk, Margaret O’Keefe; Village Treasurer, Patricia Mulderig; Village Attorney, Anthony S. Guardino; Co-Counsel, Philip Butler; Police Chief, Charles M. Lohmann and Building Inspector, Robert O’Shea. Also attending Collette Porciello, Kathleen Diana and Nicholas Spangler.

1. Mayor – Douglas A. Dahlgard

Mayor Dahlgard reconvened the public hearing on this 20th day of January 2021, at 7:00 PM on Local Law (Intro) #6 OF 2020, “AMENDING CHAPTER 165 OF THE CODE OF THE VILLAGE OF HEAD OF THE HARBOR TO REGULATE PORTABLE STORAGE UNITS AND TEMPORARY BULK WASTE CONTAINERS”. Discussion ensued. Upon the conclusion of comments from the Board and the public, Mayor Dahlgard closed public hearing.

- It was, upon motion by Deputy Mayor White, second by Trustee Van Vechten and unanimously adopted: **RESOLUTION #149-20**
RESOLVED, to adopt SEQRA Negative Declaration in regard to Local Law (Intro) #6 OF 2020, “AMENDING CHAPTER 165 OF THE CODE OF THE VILLAGE OF HEAD OF THE HARBOR TO REGULATE PORTABLE STORAGE UNITS AND TEMPORARY BULK WASTE CONTAINERS”. Said Local Law will be filed as #1 of 2021.

A public hearing was concluded on the 20th day of January 2021, at 7:00 PM via ZOOM platform, to consider the adoption of a local law to be known as Local Law #1 OF 2021, “AMENDING CHAPTER 165 OF THE CODE OF THE VILLAGE OF HEAD OF THE HARBOR TO REGULATE PORTABLE STORAGE UNITS AND TEMPORARY BULK WASTE CONTAINERS”.

It was upon motion by Deputy Mayor White, second by Trustee Fischer and voted upon as follows:

TRUSTEE FISCHER	-AYE
TRUSTEE VAN VECHTEN	-AYE
TRUSTEE OGDEN	-AYE
DEPUTY MAYOR WHITE	-AYE
MAYOR DAHLGARD	-AYE

- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer and unanimously adopted: **RESOLUTION #150-20**
WHEREAS, NY’S Labor Law §27-c now requires the inclusion of Operation Plans in the Event of Public Health Emergencies into Head of the Harbor’s Employee Manual, and
WHEREAS, the Board of Trustees of the village of Head of the Harbor wishes to be in compliance of said regulation,
BE IT RESOLVED, the Board hereby adopts a Public Health Emergency Action Plan and authorizes and directs the village clerk to include said amendment into the official Employee Manual and provide copies of the amendment and acknowledgement, to be signed by each employee of the village as condition they’re of employment and maintain those signed copies as part of the village records.

- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted: **RESOLUTION #151-20**
RESOLVED, the Village Treasurer is commanded to receive and collect from the persons named in the assessment roll, the several sums named in the last column thereof opposite their respective name, **BE IT FURTHER RESOLVED**, the Village Treasurer shall cause to be published in the official paper of the Village, once a week for two consecutive weeks, a notice that such tax roll and Warrant have been left with her for the collection.
 - Gyrodyne discussion ensued. No action taken.
- It was, upon motion by Trustee Fischer, second by Deputy Mayor White and unanimously adopted: **RESOLUTION #152-20**
RESOLVED, extending the residency requirement to include the County of Suffolk, the following individuals are appointed to serve as election inspectors for the March 16, 2021 General Election, namely Margaret Shutka, Dennis Daly, Janet Hayden, Amanda Cull and Cynthia Ruehle Chief Inspector. The Chief Election Officer is Margaret O’Keefe. Shifts shall be from 11:30 AM until 9:30 PM, compensation to be \$19.00 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 Trustee Ogden, second by Deputy Mayor White and unanimously adopted: **RESOLUTION #153-20**
Minutes of December 16, 2020 7:00 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 Trustee Fischer, second by Deputy Mayor White and unanimously adopted: **RESOLUTION #154-20**
Minutes of January 6, 2021 7:00 PM work session of the Board of Trustees were presented. **RESOLVED**, to adopt the minutes of the above meeting as presented.

2. Financials – Patricia A. Mulderig, Village Treasurer:

- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer, and unanimously adopted: **RESOLUTION #155-20**
RESOLVED, to adopt Abstracts #127465 through and including #127474 in the total amount of \$34,976.93 be paid from the General Fund.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted: **RESOLUTION #156-20**
RESOLVED, to adopt Abstract TA #176-178 in the total amount of \$5,087.50 to be paid from the Trust & Agency Fund.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted: **RESOLUTION #157-20**
RESOLVED, the village treasurer is authorized and directed to make budget modifications to the 2020/2021 budget totaling \$704,784.76 for a net change of zero, as noted:

VILLAGE OF HEAD OF THE HARBOR 2020/2021 BUDGET MODIFICATIONS 1/20/2021			
	BUDGET F/Y/E	BUDGET ADJUSTMENT	MODIFIED BUDGET 2/28/2021
A2115	PLANNING BOARD FEES	(7,300.00)	(7,600.00)
A3001	STATE REVENUE SHARING	(4,000.00)	(4,134.00)
A3008	MORTGAGE TAX	(45,000.00)	(54,800.00)
A1325.4	TREASURER - SOFTWARE	6,425.00	8,225.00
A1410.23	CLERK - ADVERTISING	1,000.00	1,200.00
A1420.41	LAW - GENERAL	54,000.00	64,000.00
A1420.42	LAW - CODE ENFORCEMENT	1,000.00	1,100.00
A3120.1	POLICE PERSONAL SERVICE	460,203.10	448,203.10
A3120.11	POLICE - SPECIAL TOURS	8,000.00	22,000.00
A5110.1	STREET MAINT - PERSONAL SERVICE	192,784.00	189,684.00
A5110.14	STREET MAINT - COVID 19	3,280.00	6,380.00
A8030.1	ARB - CLERK	2,308.01	3,308.01
A9020.8	PAYCHEX PAYROLL SERVICE	3,500.00	4,500.00
A1990	CONTINGENCY	28,584.65	24,618.65
		0.00	0.00
		704,784.76	704,784.76

- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer, and unanimously adopted:
RESOLUTION #158-20
RESOLVED, the village treasurer is authorized and directed to pay Airtight Securities in the amount of \$120.00 [ONE HUNDRED TWENTY DOLLARS AND NO CENTS].

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

- Regular winter activities. No action taken.
- It was, upon motion by Trustee Ogden, second by Trustee Van Vechten, and unanimously adopted:
RESOLUTION #159-20
WHEREAS, the village of Head of the Harbor has been awarded a grant in the amount of \$50,000.00 [FIFTY THOUSAND DOLLARS AND NO CENTS] through the NYS Department of Environmental Conservation (DEC) to perform a tree inventory and prepare a community forestry management plan, **NOW THEREFORE, BE IT RESOLVED**, that the Board of Trustees has reviewed the aforesaid project, and has determined that it is a study and analysis project which is not an “Action” as defined in the State Environmental Quality Review Act and its implementing regulations; and **BE IT FURTHER RESOLVED**, that the Mayor, or his designee, is authorized to execute the grant agreement and any and all other documents, instruments and agreements necessary to implement, effectuate and/or accept DEC grant funding, subject to approval by the Village Attorney with respect to the form of any such agreement.

4. Building Inspector – Robert O’Shea:

- Thanks to resident Paul Athineos for his volunteer efforts within the Building Department.
- Several large projects are moving forward.

5. Public Comment:

- Kathleen Diana volunteered to assist in designing a welcome packet for new residents.
- Collette Porcellio thanked residents for their contributions to the village.
- It was, upon motion by Deputy Mayor White, second by Trustee Fischer and unanimously adopted, to move to executive session to discuss personnel. No action taken. It was, upon motion by Deputy Mayor White, second by Trustee Van Vechten and unanimously adopted, to move back to public session.

6. Police Department – Charles M. Lohmann, Police Chief:

- New radios received.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted:
RESOLUTION #160-20
RESOLVED, to accept the generous donation from Mr. Daniel McGuire of \$5,000.00.
- There being no other matters to be brought before the Board; it was, upon motion by Deputy Mayor White, second by Trustee Ogden and unanimously adopted, to adjourn the meeting at 8:57 PM.

Respectfully Submitted,

Margaret O’Keefe
Village Administrator/Clerk