

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
Wednesday, February 17, 2016 7 PM**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, February 17, 2016 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, Judith C. Ogden and Jeffrey D. Fischer. Not in attendance this evening Trustee L. Gordon Van Vechten. 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 February 3, 2016 7 PM** Trustees work session were presented. It was, upon motion by Trustee Fischer, second by Trustee White, and unanimously adopted:
RESOLUTION #134-1
RESOLVED, to adopt the minutes of the above referenced meeting as presented.
- **Minutes of January 20, 2016 7 PM** Trustee meeting were presented. It was, upon motion by Trustee Fischer, second by Trustee White, abstention by Trustee Ogden and adopted (3-0-1):
RESOLUTION #135-15
RESOLVED, to adopt the minutes of the above referenced meeting as presented.
- It was, upon motion by Trustee Fischer, second by Trustee Ogden and unanimously adopted:
RESOLUTION #136-15
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 2016; contract amount is \$10,500.00.

2. Building Department, ARB, JCC, PB - Gerard Harris, Building Inspector:

- No applications reviewed.

3. Mayor – Douglas A. Dahlgard:

- On Tuesday, February 16, 2016, a drawing for ballot placement for the village's General Election was held. Sample paper ballot provided to the Board.
RESOLUTION #137-15
RESOLVED, to approve the sample ballot to be used for the General Election to be held on Tuesday, March 15, 2016. Said sample shall be affixed to the official minutes.

4. Financials – Patricia Mulderig, Treasurer:

- Report submitted to the Board.
- It was, upon motion by Trustee Fischer, second by Trustee Ogden and unanimously adopted:
RESOLUTION #138-15
RESOLVED to adopt Abstracts in the total amount of \$94,519.98 to be paid from the General Fund. Immediately following the adoption, the resolution was amended to include the identification number of said Abstracts-#126850 through 126858.
- It was, upon motion by Trustee Fischer, second by Trustee White and unanimously adopted:
RESOLUTION #139-15
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,

for the following purposes, deemed read into the record and recorded in the official minutes:

	DOLLARS/CENTS
For the General Fund.....	\$ 395,365.16
For the Police, Fire, & Safety Fund.....	\$ 834,160.97
For the Street Fund.....	\$ 489,620.42
For Community Service	\$ 32,752.96
For the payment of principal and interest on bonds and capital notes....	\$ 43,572.00
FOR NYS PFS & ERS	\$ 90,000.00
Being for all purposes a total amount of.....	\$1,885,471.51
Non-real estate revenue.....	\$ 44,6648.91
Total Real estate Tax.....	<u>\$1,368,822.60</u>
	\$1,885,471.51

Upon the receipt of the roll you, on or before the first day of March, you 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 you for the collection of taxes therein levied, and shall designate one or more convenient places in the Village where you will receive taxes from March first to and including April first from nine o'clock in the morning until 2 o'clock in the afternoon, except Thursdays, Fridays, Saturdays, Sundays and holidays; For said period of time you will receive all taxes paid to you without additional charge; On all such taxes remaining unpaid after April first, interest of five percent shall be added for the month of April and an additional one percent for each month and fraction thereof thereafter until paid. After the first day of April, you shall proceed to collect the taxes remaining unpaid, with interest as herein provided, but without any other fee or charge, and for that purpose you are possessed of all the powers of tax collector. All interest collected shall belong to the Village.

- It was, upon motion by Trustee Fischer, second by Trustee Ogden and adopted:

RESOLUTION #140-15

RESOLVED, the village treasurer is authorized and directed to make the budget modifications as noted below:

	BUDGET F/Y/E	BUDGET ADJUSTMENT	MODIFIED BUDGET
	<u>2/28/2016</u>		<u>2/28/2016</u>
A1090 INT & PENALTIES ON TAXES	(5,995.39)	(279.86)	(6,275.25)
A1255 CLERK FEES	(216.14)	(2.75)	(218.89)
A1560 BUILDING PERMITS	(95,126.05)	(450.25)	(95,576.30)
A2110 ZONING FEES	(2,000.00)	0.00	(2,000.00)
A2709 EMPLOYEE HEALTH CARE CONTRIBUTIONS	(6,581.82)	(1,291.12)	(7,872.94)
A1410.24 NEWSLETTER	1,500.00	161.50	1,661.50
A1410.23 CLERK ADVERTISING	600.00	23.04	623.04
A1420.41 LAW- GENERAL	29,283.90	3,222.50	32,506.40
A1440.41 ENGINEER - GENERAL	9,155.00	825.00	9,980.00
A1620.8 VILLAGE HALL REPAIRS & MAINTENANCE	36,443.12	1,852.17	38,295.29
A1989.4 OTHER GENERAL GOV'T SUPPORT	8,000.00	(2,369.02)	5,630.98
A5110.11 STREET MAINT - OVERTIME	6,432.35	5,756.82	12,189.17
A5110.21 STREET MAINT - TRUCK REPAIRS	39,268.49	275.95	39,544.44
A5112.2 CHIPS IMPROVEMENTS	80,550.00	27,617.73	108,167.73
A5142.44 SNOW REMOVAL - CONTRACTED SERVICES	12,000.00	5,659.50	17,659.50
A8010.1 ZONING BOARD PERSONAL SERVICE	0.00	4,662.01	4,662.01
A8010.10 ZONING BOARD PERSONAL SERVICE	5,052.59	(4,662.01)	390.58
A1990 CONTINGENCY	41,001.21	(41,001.21)	0.00
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>159,367.26</u>	<u>0.00</u>	<u>159,367.26</u>

5. Police Department – Captain Daniel Kirby and Charles Lohmann:

- Discussion ensued regarding snow and storm responses.

6. Ad hoc Deer Committee- Michael Utevsy:

- Review of deer management methodologies continuing.

7. Highway Department –Highway Comm. Ogden & Deputy Highway Comm. Lendino:

- Congratulations to Highway Department employees on response to recent snow storms.
- Discussion on equipment including two snowplows that need repair.

8. Mayor – Douglas A. Dahlgard:

- Open House honoring Chief Martin Thompson on Sunday, March 13, 2016 from 1pm-4pm
- It was, upon motion by Trustee White, second by Trustee Ogden and adopted:

RESOLUTION #141-15

RESOLVED, in accordance with RESOLUTION #111-15 ,extending the residency requirement to include the County of Suffolk, the following individuals are appointed to serve as election inspectors for the March 15, 2016 General Election, namely Maureen Wiedersum Chief Inspector, Marguerite McDonagh, and Leane Kondenar, Chief Election Officer to be Margaret O’Keefe. The workday shall be from 11:30 AM until 9:30 PM, compensation to be \$150.00 for the 10-hour day. Oaths of Office are to be filed with the village clerk; I-9 forms are to be filed with the village treasurer.

There being no other matters to be brought before the Board; it was, upon motion by Trustee Fischer, second by Trustee Ogden and unanimously adopted, to adjourn the meeting at 7:42 PM.

Respectfully Submitted,

Margaret O’Keefe
Village Clerk